

CITY OF MASCOTTE

Capital Improvement Plan

Fiscal Year 2024-2028



Approved By:
City of MASCOTTE
City Council

September 2023

2024-2028 CAPITAL IMPROVEMENT PLAN

TABLE OF CONTENTS

Introduction.....	3
CIP Development Process.....	3-4
Debt Analysis	4
Existing and Proposed Developments in Mascotte Service Area.....	5
Mascotte Population Projections	6
Mascotte Housing Projections.....	6
Projected Staffing Needs	7
CIP by Fund/Department/Source.....	8
Capital Improvement Graphs	9
Analysis of Police Impact Fees.....	10
Analysis of Recreation Impact Fees.....	10
Analysis of Water Impact Fees.....	11
Analysis of Wastewater Impact Fees.....	11
Analysis of Discretionary Taxes.....	12
Projects/Equipment Itemized by Department Per Fiscal Year.....	13-16
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2024-2028 CAPITAL IMPROVEMENT PLAN



INTRODUCTION

The 2024-2028 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 on the needs of today, as well as those of the future ensuring 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 \$73,669,900. Most of these funds are comprised of grants, loans, discretionary taxes, and impact fees. Staff will continue with the street resurfacing projects which designates \$75,000 annually to systematically resurface 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 CIP 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 2024. 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 CIP is management of ongoing projects, initiation of previously approved projects, and to identify and secure financing opportunities.

2024-2028 CAPITAL IMPROVEMENT PLAN

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

- The City’s population is projected to increase by approximately 21.55% 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 2024 will be 8,040 and in 2028 will increase to approximately 9,772.
- 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.

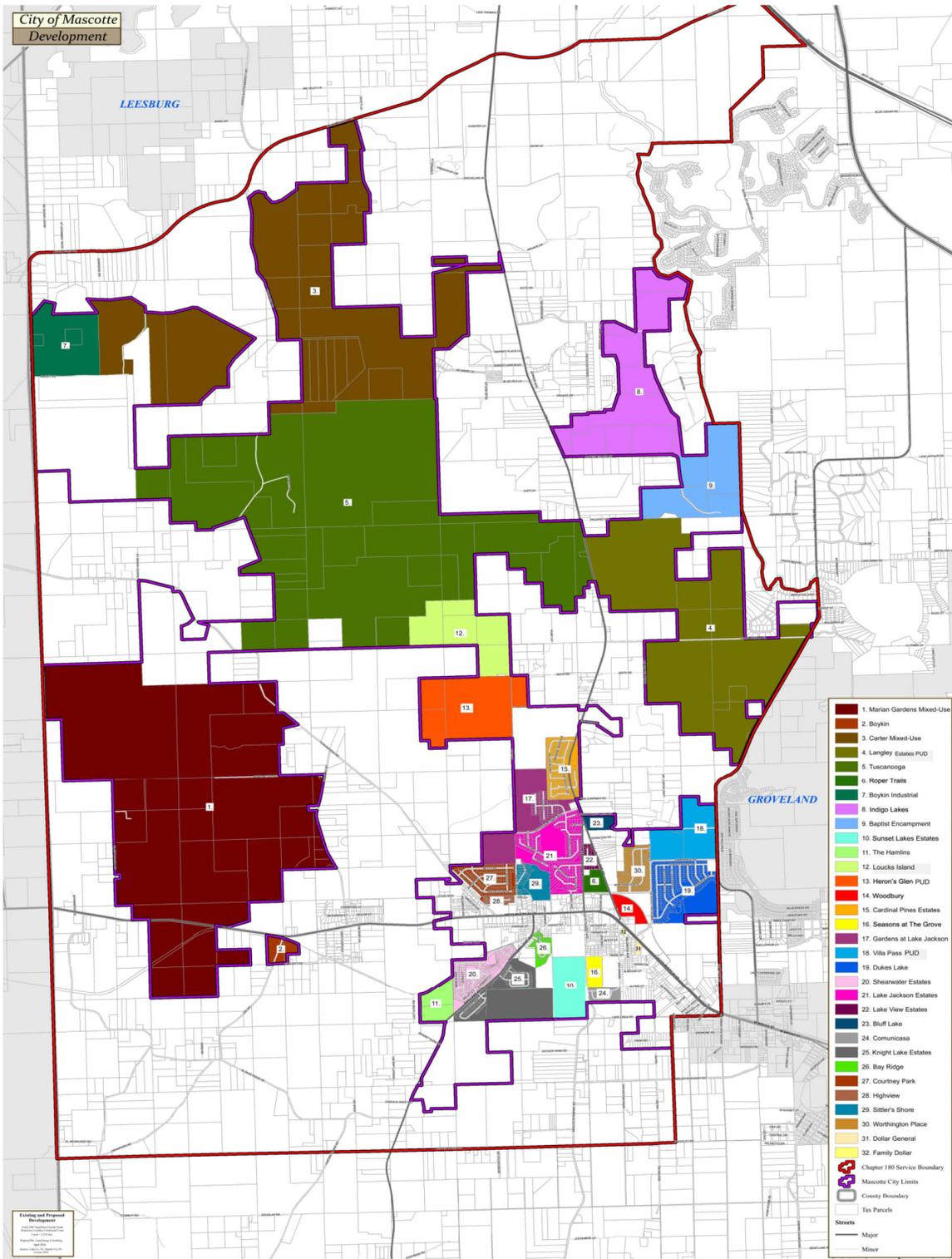
DEBT ANALYSIS

(Unaudited)

Outstanding Balances as of September 30, 2022

<u>Maturity Date</u>	<u>Interest Rate</u>	<u>Purpose</u>	<u>Balance</u>
10/15/2030	1.85%	Police Radios	\$ 39,066
10/01/2026	0.00%	Body Cameras	\$ 62,732
11/10/2040	0.00%	CW 351200	\$187,500
11/10/2040	1.17%	DW 351210	\$196,221

Mascotte's Existing and Proposed Developments



Housing Projections Thru Fiscal Year 2028
For the
City of Mascotte

	Fiscal Year				
	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>2027</u>	<u>2028</u>
The Grove	25	25	-	-	-
Sunset Lakes	50	50	-	-	-
Villa Pass	50	50	75	75	101
Gardens II	20	20	-	-	-
Langley Estates	-	-	50	50	50
Total	145	145	125	125	151

PROJECTED STAFFING NEEDS

Fiscal Years 2024-2028

By Department

Department	Fiscal Year 2024	Fiscal Year 2025	Fiscal Year 2026	Fiscal Year 2027	Fiscal Year 2028
Administration	3	3	3	3	3
Finance Department	5	5	5	5	5
Code Compliance	1	1	1	1	1
PD Sworn- Road Patrol	15	16	17	17	17
PD Sworn - Admin	3	3	3	3	3
Police Admin Assistant	1	1	1	1	1
Crossing Guard	1	1	1	1	1
Public Works	5	6	7	7	7
Public Works Admin	1	1	1	1	1
Parks – PT Laborer	1	1	1	1	1
Fleet Maintenance	1	1	1	1	1
Total All Departments	37	39	41	41	41

The city currently maintains the following staffing levels per population:

(FY 2024)

- a) Administration .38 FTEs per 1,000 in population
- b) Finance Department .63 FTEs per 1,000 in population
- c) Code Compliance .13 FTEs per 1,000 in population
- d) PD Sworn-Road Patrol 1.87 FTEs per 1,000 in population
- e) PD Sworn -Admin .38 FTEs per 1,000 in population
- f) Police Admin Assistant .13 FTEs per 1,000 in population
- g) Crossing Guard .13 FTEs per 1,000 in population
- h) Public Works .63 FTEs per 1,000 in population
- i) Public Works Admin .13 FTEs per 1,000 in population
- j) Parks – Part-time Laborer .13 FTEs per 1,000 in population
- k) Fleet Maintenance .13 FTEs per 1,000 in population

(FTE) – Full Time Employees

**Note ** Crossing Guard is Part-time
Parks Laborer is Part-time**

SUMMARY OF CAPITAL IMPROVEMENT PLAN
Fiscal Years 2024-2028

By Fund/Department/Source

<u>Fund</u>		Fiscal Year	Fiscal Year	Fiscal Year	Fiscal Year	Fiscal Year
	<u>Total</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>2027</u>	<u>2028</u>
General Fund	6,793,000	2,549,400	521,400	3,228,400	353,800	140,000
Enterprise Fund	66,359,900	12,510,700	26,877,100	26,924,100	48,000	-
CRA Fund	517,000	105,000	406,000	6,000	-	-
Total	\$73,669,900	\$15,165,100	\$27,804,500	\$30,158,500	\$401,800	\$140,000

<u>Department</u>	<u>Total</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>2027</u>	<u>2028</u>
City Council	-	-	-	-	-	-
Administration	115,000	50,000	45,000	-	20,000	-
Finance	-	-	-	-	-	-
Community Dev.	-	-	-	-	-	-
Police	3,866,000	222,400	226,400	3,093,400	258,800	65,000
Code	-	-	-	-	-	-
Public Works	780,000	320,000	175,000	135,000	75,000	75,000
Parks and Rec.	1,937,000	1,937,000	-	-	-	-
Special Events	95,000	20,000	75,000	-	-	-
CRA	517,000	105,000	406,000	6,000	-	-
Water	39,813,100	3,971,700	17,873,200	17,920,200	48,000	-
Wastewater	20,979,500	7,097,500	6,941,000	6,941,000	-	-
Stormwater	5,567,300	1,441,500	2,062,900	2,062,900	-	-
Total	\$73,669,900	\$15,165,100	\$27,804,500	\$30,158,500	\$401,800	\$140,000

<u>Funding Source</u>	<u>Total</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>2027</u>	<u>2028</u>
Current Revenue	847,000	240,000	541,000	66,000	-	-
Police Impact	277,400	88,200	90,200	92,200	6,800	-
Loans/Bonds	14,859,800	1,309,200	5,375,300	8,175,300	-	-
Discretionary	1,599,600	444,200	296,200	324,200	395,000	140,000
Grants	53,739,100	10,736,500	21,501,800	21,500,800	-	-
ARPA Funds	2,347,000	2,347,000	-	-	-	-
Other	-	-	-	-	-	-
Total	\$73,669,900	\$15,165,100	\$27,804,500	\$30,158,500	\$401,800	\$140,000

Capital Improvement Graphs

ANALYSIS OF POLICE IMPACT FEES
Fiscal Years 2024-2028

Impact Fee Amount \$898	Projected	Projected	Projected	Projected	Projected
	Fiscal Year				
	2024	2025	2026	2027	2028
Total Revenue by Year	\$130,200	\$130,200	\$113,000	113,000	\$134,700
Cumulative Total \$434,900	\$565,100	\$607,100	\$629,900	\$650,700	\$778,600
Less:					
Radio Annual Payment	(6,800)	(6,800)	(6,800)	(6,800)	
Equipment to Outfit New Officer	(21,400)	(21,400)	(21,400)		
Vehicle for New Officer	(60,000)	(62,000)	(64,000)		
Estimated Balance	\$476,900	\$516,900	\$537,700	\$643,900	\$778,600

ANALYSIS OF RECREATIONAL IMPACT FEES
Fiscal Years 2024-2028

Impact Fee Amount \$573	Projected	Projected	Projected	Projected	Projected
	Fiscal Year				
	2024	2025	2026	2027	2028
Total Revenue by Year	\$83,000	\$83,000	\$71,600	\$71,600	\$86,000
Cumulative Total \$439,400	\$522,400	\$605,400	\$677,000	\$748,600	\$834,600
Less:					
Estimated Balance	\$522,400	\$605,400	\$677,000	\$748,600	\$834,600

ANALYSIS OF WATER IMPACT FEES
Fiscal Years 2024-2028

Impact Fee Amount \$2,710	Projected	Projected	Projected	Projected	Projected
	Fiscal Year				
	2024	2025	2026	2027	2028
Total Revenue by Year	\$393,000	\$393,000	\$339,000	\$339,000	\$406,500
Cumulative Total \$2,256,100	\$2,649,100	\$3,042,100	\$3,381,100	\$3,720,100	4,126,600
Less:					
Estimated Balance	\$2,649,100	\$3,042,100	\$3,381,100	\$3,720,100	\$4,126,600

ANALYSIS OF WASTEWATER IMPACT FEES
Fiscal Years 2024-2028

Impact Fee Amount \$850	Projected	Projected	Projected	Projected	Projected
	Fiscal Year				
	2024	2025	2026	2027	2028
Total Revenue by Year	\$106,300	\$106,300	\$106,300	\$106,300	\$127,500
Cumulative Total \$189,600	\$295,900	\$402,200	\$508,500	\$614,800	\$742,300
Less:					
Estimated Balance	\$295,900	\$402,200	\$508,500	\$614,800	\$742,300

DISCRETIONARY TAX ANALYSIS

Fiscal Years 2024-2028

	Projected	Projected	Projected	Projected	Projected
	Fiscal Year				
	2024	2025	2026	2027	2028
Total Revenue by Year	\$750,000	\$772,500	\$795,000	\$818,000	\$840,000
Cumulative Total \$1,558,800	\$2,308,800	\$2,637,100	\$3,135,900	\$3,629,700	\$4,074,700
Less:					
PA System upgrades Civic Center	(50,000)				
Mobility Impact Fee Study	(75,000)				
Street Resurfacing Projects	(75,000)	(75,000)	(75,000)	(75,000)	(75,000)
Body Camera System Payment	(18,200)	(18,200)	(18,200)		
Replacement Police Vehicles	(116,000)	(118,000)	(183,000)	(252,000)	(65,000)
Replacement of Admin Vehicle		(45,000)			
Replacement of PW Truck #009		(40,000)			
Replacement of Water Truck #10			(48,000)		
Replacement of Water Truck #11				(48,000)	
Mobile Message Board	(35,000)				
Towable Lift	(75,000)				
Upgrades To Phone Systems				(20,000)	
Estimated Balance	\$1,864,600	\$2,340,900	\$2,811,700	\$3,234,700	\$3,934,700

Itemized By Department Per Fiscal Year

Fiscal Year 2024

Administration

- Upgrades to PA System Civic Center (Discretionary Funds) \$ 50,000

Police Department

- Portable Radios Annual Payment (Impact Fees) \$ 6,800
- Body Camera Annual Payment (Discretionary Funds) \$ 18,200
- Equipment to outfit new officer (Impact Fees) \$ 21,400
- Replace Unit #25, 2016 Ford F150 (Discretionary Funds) \$ 58,000
- Replace Unit #39, 2020 Ford F150 (Discretionary Funds) \$ 58,000
- Vehicle for new officer (Impact Fees) \$ 60,000

Public Works

- Mobile Message Board (Discretionary Funds) \$ 35,000
- Mobility Impact Fee Study (Discretionary Funds) \$ 75,000
- Towable Manlift (Discretionary Funds) \$ 75,000
- Street Lighting Projects (Current Revenue) \$ 60,000
 - Courtney Park
- Street Resurfacing Projects (Discretionary Funds) \$ 75,000
 - Nan Dell Ave.
 - Belfry Way
- Enhancements to Knights Lake Park (ARPA Funds) \$ 250,000
- Enhancements to Sunset Lake Park (ARPA Funds) \$ 812,600
- Enhancements to the Recreational Complex (ARPA Funds) \$ 874,400

Special Events

- Centennial Celebration (Current Revenue) \$ 20,000

Water Department

- SRF Drinking Water Construction Projects (Loan) \$ 794,400
- SRF Drinking Water Construction Projects (Grant) \$ 3,177,300

Wastewater Department

- Portable Generator (Current Revenue) \$ 55,000
- SRF Clean Water Construction Projects (Loan) \$ 308,500
- SRF Clean Water Construction Projects (Grant) \$ 1,234,000
- WW Treatment Capacity (WG 119 Grant) \$ 4,500,000
- WW Collection/Treatment Improvements (WG 119 Grant) \$ 1,000,000

Itemized By Department Per Fiscal Year

Stormwater Department

- SRF Stormwater Construction Projects (Loan) \$ 206,300
- SRF Stormwater Construction Projects (Grant) \$ 825,200
- Stormwater Infrastructure Projects (ARPA Funds) \$ 410,000

CRA Fund

- Bus Stop Enclosure (Current Revenue) \$ 5,000
- Entrance Signs (Current Revenue) \$ 100,000

Fiscal Year 2025

Administration

- Replace City Admin Vehicle (Discretionary Funds) \$ 45,000

Police Department

- Portable Radios Annual Payment (Impact Fees) \$ 6,800
- Body Camera Annual Payment (Discretionary Funds) \$ 18,200
- Equipment to outfit new officer (Impact Fees) \$ 21,400
- Replace Unit #34, 2020 Ford Explorer (Discretionary Funds) \$ 59,000
- Replace Unit #37, 2020 Ford Explorer (Discretionary Funds) \$ 59,000
- Vehicle for new officer (Impact Fees) \$ 62,000

Public Works

- Replace Truck #009, 2016 (Discretionary Funds) \$ 40,000
- Street Lighting Projects (Current Revenue) \$ 60,000
 - Highview Court
- Street Resurfacing Projects (Discretionary Funds) \$ 75,000
 - Medina Hills Lane

Special Events

- Centennial Celebration (Current Revenue) \$ 75,000

Water Department

- SRF Drinking Water Construction Projects (FDEP 80/20) – 20% (Loan) \$ 3,574,500
- SRF Drinking Water Construction Projects (FDEP 80/20) – 80% (Grant) \$14,298,700

Wastewater Department

- SRF Clean Water Construction Projects (FDEP 80/20) – 20% (Loan) \$ 1,388,200
- SRF Clean Water Construction Projects (FDEP 80/20) – 80% (Grant) \$ 5,552,800

Itemized By Department Per Fiscal Year

Stormwater Department

- SRF Stormwater Construction Projects (FDEP 80/20) – 20% (Loan) \$ 412,600
- SRF Stormwater Construction Projects (FDEP 80/20) – 80% (Grant) \$ 1,650,300

CRA Fund

- Bus Stop Enclosure (Current Revenue) \$ 6,000
- Streetscape (Current Revenue) \$ 400,000

Fiscal Year 2026

Police Department

- Portable Radios Annual Payment (Impact Fees) \$ 6,800
- Body Camera Annual Payment (Discretionary Funds) \$ 18,200
- Equipment for new officer (Impact Fees) \$ 21,400
- Replace Unit #41, 2021 Ford Explorer (Discretionary Funds) \$ 61,000
- Replace Unit #43, 2021 Ford Explorer (Discretionary Funds) \$ 61,000
- Replace Unit #30, 2018 Ford Explorer (Discretionary Funds) \$ 61,000
- Vehicle for new officer (Impact Fees) \$ 64,000
- New Police Station (Loan) \$ 2,800,000

Public Works

- Street Lighting Projects (Current Revenue) \$ 60,000
 - *Comunicasa*
- Street Resurfacing Projects (Discretionary Funds) \$ 75,000
 - *Elmhurst Lane*

Water Department

- Replace Truck #10 2016 (Discretionary Funds) \$ 48,000
- SRF Drinking Water Construction Projects (FDEP 80/20) – 20% (Loan) \$ 3,574,500
- SRF Drinking Water Construction Projects (FDEP 80/20) – 80% (Grant) \$14,297,700

Wastewater Department

- SRF Clean Water Construction Projects (FDEP 80/20) – 20% (Loan) \$ 1,388,200
- SRF Clean Water Construction Projects (FDEP 80/20) – 80% (Grant) \$ 5,552,800

Stormwater Department

- SRF Stormwater Construction Projects (FDEP 80/20) – 20% (Loan) \$ 412,600
- SRF Stormwater Construction Projects (FDEP 80/20) – 80% (Grant) \$ 1,650,300

CRA Fund

- Bus Stop Enclosure (Current Revenue) \$ 6,000

Itemized By Department Per Fiscal Year

Fiscal Year 2027

Administration

- Phone System (Discretionary Funds) \$ 20,000

Police Department

- Portable Radios Annual Payment (Impact Fees) \$ 6,800
- Replace Unit #35, 2020 Ford Explorer (Discretionary Funds) \$ 63,000
- Replace Unit #40, 2021 Ford Explorer (Discretionary Funds) \$ 63,000
- Replace Unit #47, 2021 Ford Explorer (Discretionary Funds) \$ 63,000
- Replace Unit #36, 2020 Ford F150 (Discretionary Funds) \$ 63,000

Public Works

- Street Resurfacing Projects (Discretionary Funds) \$ 75,000
 - *Thorngate Lane*

Water Department

- Replace Truck #11 2016 (Discretionary Funds) \$ 48,000

Fiscal Year 2028

Police Department

- Replace Unit #44, 2021 Ford Explorer (Discretionary Funds) \$ 65,000

Public Works

- Street Resurfacing Projects (Discretionary Funds) \$ 75,000
 - *Western Hills Lane*



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