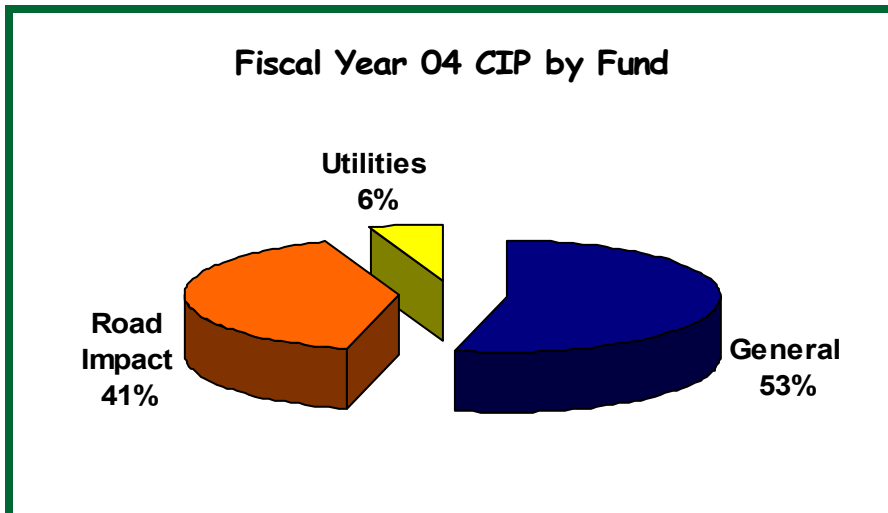
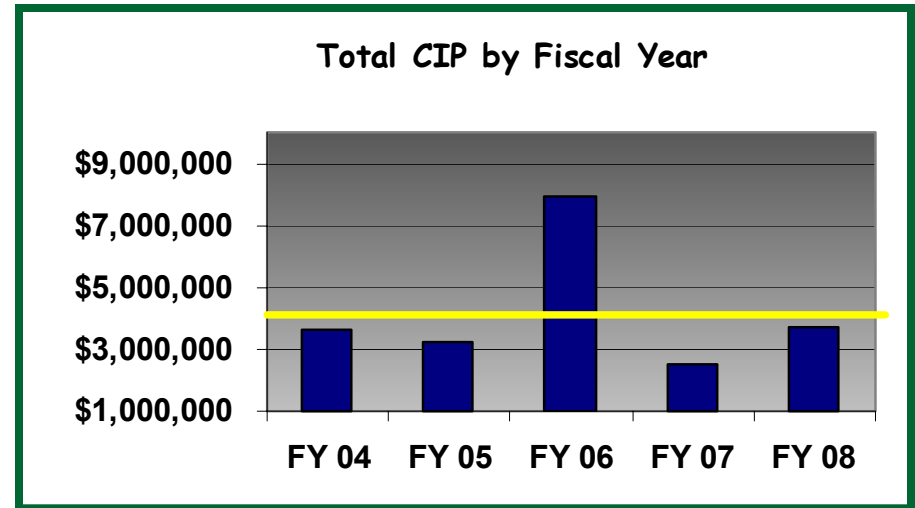


# Capital Improvements Program

The Capital Improvements Program (CIP) takes a five-year look at major capital expenditures within the City. Projects included are consistent with the City's approved Comprehensive Development Plan, exceed \$10,000, and have a useful life of at least three years. As the graph to the right indicates, the CIP averages \$4.2 million per year. The pie chart shows the various funding sources for FY 04 capital improvements. Several projects such as the stormwater master plan, space needs, water transmission and distribution, and pavement treatment have been planned over several years. Other projects such as vehicle and equipment replacement and copier replacement have been planned based on the estimated useful life of the equipment, but are revisited annually to determine actual need.



The Planning and Zoning Commission recommends a priority listing of projects to the City Council. The City Council approves the CIP in a draft format during the summer. The current year project costs for the CIP plan are incorporated into the budget draft to ensure projects can reasonably be completed while continuing to provide existing services at the level deemed appropriate. The Final CIP is adopted at the same time as the Final Budget. The CIP is integrated into the budget and used to schedule projects throughout the year.

# CIP Funding Sources

	Fund	FY 04	Total 5 Year
<b>Traffic Circulation</b>			
Transportation Improvements	Rd.	\$ 1,460,240	\$ 8,367,420
<b>Infrastructure</b>			
Water Transmission/Distribution	Util.	\$ 20,000	\$ 884,250
<b>Pavement</b>			
Pavement Treatment	GF	\$ 281,850	\$ 963,210
Bicycle/Sidewalk Network	GF	\$ 90,000	\$ 410,000
Utility Relocation	GF	\$ 100,000	\$ 100,000
School Warning Lights	GF	\$ 25,500	\$ 51,000
Portable Sign Board	GF	\$ -	\$ 18,000
<b>Sanitary/Sewer</b>			
Lift Station Improvements	Util.	\$ 130,000	\$ 986,000
<b>Stormwater/Lakes Management</b>			
Stormwater Lakes Management Plan	GF	\$ 390,000	\$ 1,950,000
Canal Maintenance	GF	\$ 15,000	\$ 15,000
<b>Public Safety</b>			
City-Wide Radio Upgrade	GF	\$ 124,870	\$ 460,170
Fire Department Capital Replacement	GF	\$ -	\$ 125,190
Infrared Camera	GF	\$ -	\$ 12,500
City Facilities- Fire Protective Systems	GF	\$ -	\$ 28,750
<b>Recreation and Open Space</b>			
Park Master Planning Implementation	GF & Pk	\$ -	\$ 1,033,600
Entry Features and Streetscape	GF	\$ -	\$ 355,000
Surface Water- Irrigation	GF	\$ 46,500	\$ 46,500
Irrigation Central Control System	GF	\$ -	\$ 91,400
Quinn Strong Park	GF	\$ 70,000	\$ 70,000
<b>Other Improvements</b>			
City Wide Computerization	GF & Util. & SW	\$ 217,520	\$ 642,640
Copier Replacement	GF	\$ 20,000	\$ 84,000
<b>Community Facilities</b>			
City Facilities - Master Planning	GF & Util.	\$ 274,090	\$ 2,587,200
<b>Vehicles and Equipment</b>			
Vehicle/Equipment Replacement/Additions	GF & Util.	\$ 343,190	\$ 1,762,150
<b>Total</b>		<u>\$ 3,608,940</u>	<u>\$ 21,043,980</u>

## Funding Sources

**General Fund (GF)** The General Fund is the general operating fund of the City supported by taxes and fees. The General Fund is used to account for all financial resources, except those required to be accounted for in another fund.

**The Utilities Fund (Util.)** is an enterprise fund which is used to account for the activities associated with the operation of the City's water and sewer system. Revenues are generated primarily through Charges for Service.

**The Fire Impact Fund (Fire)** is a Capital Project Fund used to help offset cost of providing emergency services West of I-4. Revenues are generated through building permits on construction West of I-4.

**The Road Impact Fee Fund (Rd.)** is a Capital Project Fund used to maintain the quality of Maitland's roadways. Revenues are generated through building permits throughout the City based on the type of construction and the impact it will have on local roadways.

**The Park Trust Fund (Pk.)** is a Capital Project Fund used to construct and maintain Community Parks. Revenues are collected through building permits on residential development.

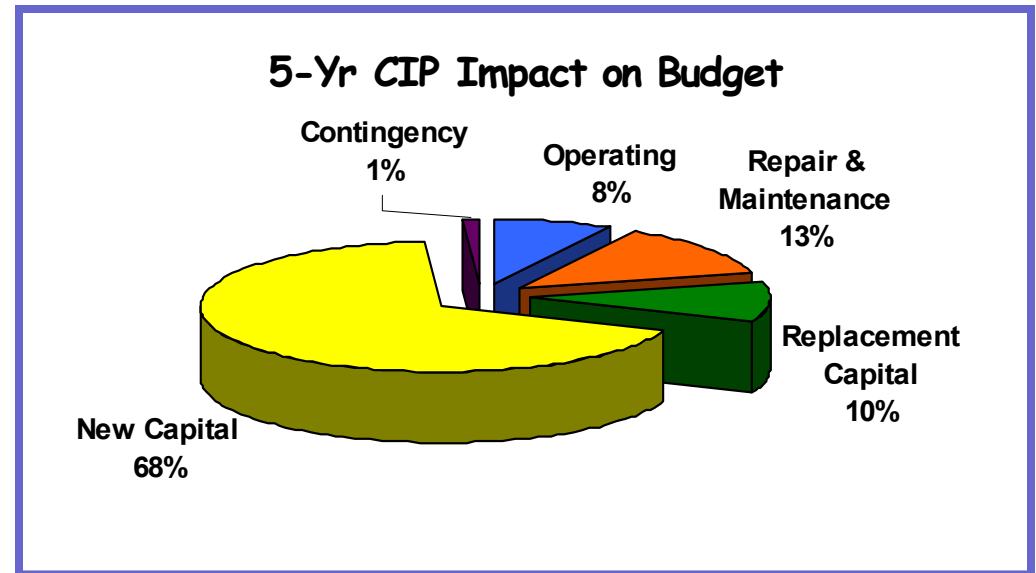
**The Solid Waste Fund (SW)** is an Enterprise Fund which is used to account for the activities associated with the City's Sanitary collection. Revenues are generated primarily through Charges Through Services.

# Capital Improvements Plan Operating Impacts

## Financial Impacts

Capital projects often have associated, on-going operating costs, and the City's Capital Improvements Plan includes impacts on operations. We guide the departments during the CIP process to help identify impacts to the operations and to carefully determine the costs of those impacts. In addition to new capital and associated operating costs, the CIP includes Replacement capital items, such as the city's replacement of vehicles in the fleet.

The pie chart in upper-right shows the five year percentage impact of each component that make up the total CIP. As the chart demonstrates, the *new capital* component is the majority of the planned expenditures. The CIP program in FY04 adds \$1,317,760 in operating, repair, and maintenance expenditures which represent approximately 5.3% of the City's total budget.



	2004	2005	2006	2007	2008	Total
Personnel	\$0	\$0	\$0	\$0	\$0	\$0
Operating	\$700,910	\$303,880	\$182,100	\$166,290	\$258,130	\$1,611,310
Repair & Maintenance	\$616,850	\$225,410	\$768,990	\$755,920	\$414,190	\$2,781,360
Replacement Capital	\$362,370	\$559,410	\$500,780	\$326,050	\$384,280	\$2,132,890
Capital	\$1,903,810	\$2,141,780	\$6,459,200	\$1,269,550	\$2,619,080	\$14,393,420
Contributions	\$0	\$0	\$0	\$0	\$0	\$0
Contingency	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$125,000
<b>Total CIP</b>	<b>\$3,608,940</b>	<b>\$3,255,480</b>	<b>\$7,936,070</b>	<b>\$2,542,810</b>	<b>\$3,700,680</b>	<b>\$21,043,980</b>

## Summary of CIP Projects

*Detailed and in-depth descriptions of the Capital Improvement Program projects planned in the City can be found in the CIP booklet, which is adopted and published by the City annually. Following is a brief summary of the projects contained within the CIP and those wishing further details are encouraged to refer to the official, published, CIP document.*

**821-00 Maitland Transportation Improvements** - This program entails improvements required to bring the overall roadway network to a satisfactory level of service ("D" or above). Improvements are based on priority and funding, as these projects are funded through Traffic Impact Fee Revenues.

**303-06 Water Transmission/Distribution Improvements** - This is a collection of separate projects designed to improve the City's ability to produce and distribute potable water. Funding for fiscal year 2004 will allow for a USEPA required (BIO-Terrorism Act of 2002) Vulnerability Assessment to be performed on all of the City's water treatment plants.

**414-06 Pavement Treatment** - This is a program designed to evaluate and prioritize pavement replacement throughout the City. A Pavement Condition Rating (PCR) based upon 10 elements is conducted annually on all City maintained roads to determine replacement schedules. The City's goal is to maintain the overall system above 80 and to properly coordinate with other infrastructure projects, such as water and sewer upgrades, to minimize service interruptions.

**414-16 Bicycle/Sidewalk Network** - This project is designed to encourage safe pedestrian and bicycle friendly routes to parks and various locations throughout the City. It also includes on-going repairs and maintenance to existing sidewalks and bike paths. The City has been successful in obtaining federal and state funding to assist in the project costs.

**414-60 Utility Relocation** - This program provides for the gradual relocation of utilities underground on a citywide basis, using small area master plans as a catalyst. FY 2004 provides a watershed year, as the City will either renew its franchise with Progress Energy and incorporate a privately-financed funding mechanism for power relocation or purchase the electrical system and authorize and RFP to shift the financial burden and finance utility relocation through a contract with a different provider. As a result, FY 2004 is the only year this project is funded within the next 5 years from the GF.

**414-90 School Warning Lights** - This is a project to upgrade existing school warning lights and signage on Thistle Lane and Seneca Trail.

**414-95 Portable Sign Board** - The purchase of a programmable sign board will be used for traffic control information during construction projects.

**351-05 Lift Station Improvements** - This project continues the rehabilitation program for lift stations and the overall collection system in an effort to reduce inflow and infiltration. FY 2004 will include the updates of the Sanitary Sewer Study originally prepared in 1988.

**371-05 Drainage and Lakes Management** - This project involves repairing existing or constructing new primary drainage and treatment structures to arrest further lake water quality deterioration. It also includes installing lake shore plantings to assist in natural filtration, and lake water monitoring/analysis to establish and evaluate service levels. (Best Management Practices - BMP) in the City.

**371-10 Canal Maintenance** - This program is to dredge four navigable canals within the City's chain of lakes. Removing the sediment flowing into the canals will help improve navigation for

recreational boats, arrest water quality degradation, and enhance the fish habitats along the canals and associated lakes. In FY 2004, the program involves the maintenance dredging of the Shellpoint Canal.

**212-65 City-wide Radio System Upgrade** - Our current citywide radio system went on-line in 1994 and was configured as part of the Orange County System for interoperability purposes. Because of the configuration, any upgrades must be done by all participating agencies at the same time or interoperability is lost by the agency that chooses not to participate. The Orange County System is going from an analog to digital system, therefore, this project is a phased in schedule of changing the citywide radio system to digital technology through FY 2004.

**221-70 Fire Department Capital Replacement** - This project reflects several items that are scheduled for replacement between 2002 and 2006. The planned replacement items include twenty-five sets of bunker gear, an air compressor unit, cardiac monitor, and a full set of fire hose replacements.

**221-95 Infrared Camera** - This project allows for the purchase of a second infrared camera. One was purchased in FY 2002 and a second is planned for FY 2005 for the Fire Department. These cameras are used primarily to detect hidden fires within attic spaces and walls.

**240-15 City Facilities- Fire Protective Systems** - This project calls for routine inspection and maintenance of City Fire Alarm, Fire Sprinkler, and Halon Systems. The project also provides for off-site monitoring of these systems.

**272-00 Parks and Recreation Master Plan Implementation** - In FY 2002, the Parks Master Plan was completed and adopted by city council. The first priority identified by the plan is improvements to Minnehaha Park scheduled to begin in FY 2005.

**272-10 Maitland Entry Features and Streetscape-** The City's major gateways provide a spectacular first, lasting impression to visitors and citizens. This program serves to upgrade the entry signage and landscape treatment to these corridors. The finished product will reflect Maitland as a quality City where care is apparent.

**422-05 Surface Water/Well Irrigation** - This project involves the conversion from a potable water source to a lake or well water source in an effort to conserve city water when possible. In FY 2004, Fort Maitland Park will be completed as well as other remaining sites.

**422-15 Irrigation Central Control System** - In an effort to continue reducing water consumption, the City plans to convert current irrigation systems to a computerized satellite system. This project is planned in FY 2007 and will require additional assessment prior to finalization.

**825-75 Quinn Strong Park** - This project includes development of the City-owned land just west of Maitland Avenue and the Senior Center. Improvements proposed include landscaping, irrigation, lily pond, walkways, pavilion, and lighting. The park's development is tied to the development and completion of the Cultural Corridor.

**131-50 City-wide Computerization** - This project continues to enhance the goal of cost effective City-wide computerization. FY 2004 includes the additional MUNIS modules for Payroll and Personnel (HR), Crystal Reports, General Billing, and Web On-Line Utility Billing.

**121-30 Copier Replacement** - A copier/printer team was established to evaluate the City's copier/printer needs and make recommendations for replacement. In FY 2004, the City Hall, Parks/Recreation Building and the Fire Department's copier will be replaced.

**410-07 City Facilities/Master Planning** - This project is two-fold, it includes repairs and maintenance items for existing City facilities and includes City planning which expands and reorganizes the space that

houses the various departments in the City. This project also includes maintenance to the historic buildings at the Historical Society and the Art Center. Deficiencies at City Hall, Police and Fire Departments, the Annex, and Public Works maintenance facilities have been recognized. In FY 2004, Air Conditioning replacements will be made at the Art Center, Maitland Park, as well as a roof replacement at Sybelia Point Park. West-side Furniture/Equipment will also be purchased in early FY 2004 to finish the newly constructed West-side Fire Station.

**121-10 Vehicle/Equipment Replacement** - A vehicle and equipment schedule is in place based upon the estimated useful life of the equipment. Actual replacement is based on a quarterly review of equipment. In FY 2004, additional equipment includes the purchase of a replacement golf cart for Lake Lily (\$9500) and the MDT to equip the Quint Fire Engine purchased in FY 2003 is scheduled for purchase in FY 2004 (\$8700).