

CAPITAL IMPROVEMENTS ELEMENT

CITY OF ZEPHYRHILLS 2025 COMPREHENSIVE PLAN

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CAPITAL IMPROVEMENTS ELEMENT

PURPOSE

The purpose of the Capital Improvements Element is to demonstrate the financial feasibility of the Comprehensive Plan and the City's commitment to maintaining the adopted level of service (LOS) standards. *Financial feasibility* generally means that sufficient revenues are currently available or will be available from committed funding sources for the first three years, or will be available from committed or planned funding sources for years four and five, of a five-year capital improvement schedule for capital improvements necessary to ensure that adopted level of service standards are maintained within the period covered by the Five-Year Schedule of Capital Improvements.

The Capital Improvements Element inventories and analyzes:

- Public facilities deficiencies identified in the Comprehensive Plan elements;
- Estimated costs for the capital improvements necessary to mitigate deficiencies;
- Existing revenue sources and funding mechanisms available to the City to fund necessary improvements;
- Ability of the City to finance and construct needed capital improvements; and
- Local policies and practices relative capital improvements planning, programming and implementation
- Implementation strategies and timing, including a Five-Year Schedule of Capital Improvements

A *capital improvement* is a capital physical asset constructed or purchased to provide, improve, or replace a public facility that is large scale and high in cost. The cost of a capital improvement is generally nonrecurring and may require multi-year financing. The capital improvements identified in the Five-Year Schedule of Capital Improvements are necessary to adequately service existing and future residents of the City at the adopted LOS standards.

INVENTORY

Public Educational and Public Health Facilities

The City is served by a number of public educational and public health facilities which are listed in Table CI-1 as Public Facilities and Community Focal Points.

The identified public educational facilities within the City are operated by the Pasco County School District and the public health facilities are operated by Pasco County and various for-profit and non-profit organizations. Currently, all of the listed facilities are adequately served by the transportation network and sanitary sewer, solid waste, stormwater drainage and potable water facilities.

There are two recently completed school projects in the City. Stuart Middle School completed major renovations in 2008 which added additional capacity. Zephyrhills High School added a wing which opened in 2009 to house 9th graders and improved capacity. No additional school projects are proposed in the District five-year work program. The State Department of Health and Rehabilitative Services (HRS) determines the need for new health care facilities with a formula based on occupancy rates, historic use by age group, and population projections by age group.

TABLE CI-1 PUBLIC EDUCATION AND PUBLIC HEALTH FACILITIES CITY OF ZEPHYRHILLS	
Public Education Facilities	Zephyrhills High School
West Zephyrhills Elementary School	Public Health Facilities
Woodland Elementary School	Florida Hospital Zephyrhills
Stewart Raymond B. Middle School	Pasco County Health Department

Source: Pasco County Department of Health and Pasco County School District, 2009.

The Pasco County School Board is responsible for public education countywide. Within the City of Zephyrhills the school system includes West Elementary, Woodland Elementary, Stewart Middle School and Zephyrhills High School. The City has no jurisdiction for defining attendance zones. There are no plans to expand any of the existing schools or build any new schools within the present incorporated area. The City and Pasco County School Board shall meet educational facility and growth management related activities involving coordination and cooperation per: 1) provisions of Chapters 235 and 163, Florida Statutes and associated rules, and 2) as provided in the guiding and implementation of proposed language in the City's Comprehensive Plan and Land Development Regulations where said language has met the consent of the School Board.

The Pasco County Health Department operates a public health clinic, serving southeast Pasco County, from a site on Alston Avenue adjacent to the Krusen Field Recreation complex.

Needs Derived from Other Elements

Within the Comprehensive Plan elements, existing and future facility needs are analyzed for transportation (i.e., street capacity), potable water, sanitary sewer, storm water drainage, solid waste, parkland and recreational facilities. The elements identify facility needs to meet existing service deficiencies, as well as those needed to meet the demands of future anticipated growth in the City. These concurrency-related facility needs are addressed by those projects listed in the Table CI-2.

**TABLE CI-2
FIVE-YEAR SCHEDULE OF CAPITAL IMPROVEMENTS (FY 10/11-14/15)
CITY OF ZEPHYRHILLS**

Project Description	Cost by Fiscal Year (\$)						Revenue Source
	FY 10/11	FY 11/12	FY 12/13	FY 13/14	FY 14/15	Total	
Transportation Projects							
CR 54/301, CR 54/ Final Engineering Design (50-50% with Pasco County)	270,000					270,000	TIF/Pasco County
Simons Rd (Eiland Blvd to Fort King Hwy): Construction	200,000					200,000	TIF/Developer Participation (developer amount TBD)
Dairy Rd (CR 54 N to Daughtery Rd): Widening (Phase I)	1,000,000					1,000,000	TIF
18th Ave (8th St to Ft King Rd): Extension		300,000				300000	General Fund, Gas Tax
Wire Rd (CR 54 to Otis Allen): Route Study				50,000		50,000	TIF/Pasco County
US 301 (SR 39 to S of CR 54): Add Lanes & Reconstruct		2,730		10,502	6,469,513	6,482,745	Florida Dept of Transportation
US 301/SR39/41 (N of Tucker Rd to N of Geiger Rd): Resurfacing		722,600		2,599,036		3,321,636	Florida Dept of Transportation
US 301/SR 39 (Geiger Rd/North Ave To Dade City Bypass): Widen & Resurface Existing Lanes				42,140	5,113,000	5,155,140	Florida Dept of Transportation
N side of 3rd Ave (20th St to Veteran's Park): Sidewalk	6,000					6,000	General Fund
W side of 20th St (5th Ave to 12th Ave): Sidewalk		25,000				25,000	General Fund
Total	1,476,000	1,050,330		2,701,678	11,582,513	16,810,521	
Multi-Use Trail Projects							
Alston Ave (20th St to Paw Park)	150,000					150,000	TIF
Eiland Blvd (Fort King Rd to US 301) & CR 54 (US 301 to 12th St)		57,000 150,000				207,000	Rails to Trails
Unnamed Rd (NE corner Meadowood Loop to Tucker Rd) & 20th St (C Ave to Alston Ave)		75,000 75,000				150,000	Grant
West side of US 301 (Geiger Rd N to Eiland Blvd) - Partial at Red Rabbit (Developer)			100,000			100,000	Rails to Trails
West side of US 301 from			250,000			250,000	Rails to Trails

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CITY OF ZEPHYRHILLS**

Project Description	Cost by Fiscal Year (\$)						Revenue Source
	FY 10/11	FY 11/12	FY 12/13	FY 13/14	FY 14/15	Total	
Daughtery Rd north to Kossik Rd							
Airport Lp/South Av (CSX RR to Chancey Rd)				468,000		468,000	Grant
Tucker Rd (Beginning to Gate); Dirt road/field/Skydive Ln (Gate to Freefall Ave); & Freefall Ave (Skydive Ln to Chancey Rd)				108,000 258,000 48,000		414,000	Rails to Trails
CSX RR Corridor (South Ave to CR 54) & CSX RR Corridor (C Ave to South Ave)					264,000 87,000	351,000	Rails to Trails Grant
Total	150,000	357,000	350,000	882,000	351,000	2,090,000	
Potable Water Projects							
Well No. 6, 7 & 8: Decommissioning & Plugging, SWFWMD Required	25,000					25,000	Utility Fund & Connection Fees
Well No. 11: Hydro, Engineering & Permitting	80,000					80,000	Utility Fund & Connection Fees
Well No. 11: Construction	500,000					500,000	Utility Fund & Connection Fees
Well No. 12, Hydro, Engineering and Permitting	80,000					80,000	Utility Fund & Connection Fees
Well No. 12: Construction	500,000					500,000	Utility Fund & Connection Fees
8" Water Main Extension (Pretty Pond to Forbes Rd): Engineering		25,000				25,000	Utility Fund & Connection Fees
12" Water Main Extension & Connecting New Wells (23rd St to the Highlands): Engineering & Permitting		10,000				10,000	Utility Fund & Connection Fees
Well Rehabilitation/Security Enhancement Program: Phase 1 of 6		500,000				500,000	Utility Fund & Connection Fees
8" Water Main Extension (Pretty Pond Rd to Forbes Rd): Construction			200,000			200,000	Utility Fund & Connection Fees
12" Water Main Extension & Connecting New Wells (23 rd St to			100,000			100,000	Utility Fund & Connection Fees

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CITY OF ZEPHYRHILLS**

Project Description	Cost by Fiscal Year (\$)						Revenue Source
	FY 10/11	FY 11/12	FY 12/13	FY 13/14	FY 14/15	Total	
the Highlands): Construction							
Well Rehabilitation/Security Enhancement Program: Phase 2 of 6			500,000			500,000	Utility Fund & Connection Fees
8" Water Main Extension (Simmons Rd): Engineering & Permitting			16,000			16,000	Utility Fund & Connection Fees
8" Water Main Extension (Otis Allen to Forbes Rd): Engineering & Permitting				35,000		35,000	Utility Fund & Connection Fees
Well Rehabilitation/Security Enhancement Program: Phase 3 or 6				500,000		500,000	Utility Fund & Connection Fees
8" Water Main Extension (20 th St to Clay St): Engineering & Permitting				10,000		10,000	Utility Fund & Connection Fees
8" Water Main Extension, Simmons Rd, Construction				160,000		160,000	Utility Fund & Connection Fees
8" Water Main Ext, Otis Allen to Forbes Rd, Construction phase					350,000	350,000	Utility Fund & Connection Fees
12" Water Main Extension (US 301 N to the Highlands): Engineering & Permitting					60,000	60,000	Utility Fund & Connection Fees
Well Rehabilitation/Security Enhancement Program: Phase 4 or 6					500,000	500,000	Utility Fund & Connection Fees
8" Water Main Extension (20 th St to Clay St): Construction					80,000	80,000	Utility Fund & Connection Fees
Meter Replacement Program (Manual Reads to Radio Reads)	200,000	200,000	200,000	200,000	200,000	1,000,000	Utility Fund & Connection Fees
Inventory	130,000	130,000	130,000	130,000	130,000	650,000	Utility Fund & Connection Fees
Total	1,410,000	865,000	1,146,000	1,035,000	1,320,000	5,776,000	
Sanitary Sewer Projects							
12" Reclaimed Water Main Extension (17th St to Zephyr Park	30,000					30,000	Utility Fund & Connection Fees

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FIVE-YEAR SCHEDULE OF CAPITAL IMPROVEMENTS (FY 10/11-14/15)
CITY OF ZEPHYRHILLS**

Project Description	Cost by Fiscal Year (\$)						Revenue Source
	FY 10/11	FY 11/12	FY 12/13	FY 13/14	FY 14/15	Total	
along South Ave): Engineering & Permitting							
8" Gravity Sewer Line Extension (Court St / Waverly Ave): Engineering & Permitting	20,000					20,000	Utility Fund & Connection Fees
Lift Station No. 5 Replacement (12th Ave & 4th St): Property Acquisition	100,000					100,000	Utility Fund & Connection Fees
8" Reclaimed Water Main Extension (12th St along Henry Dr to Woodlawn Elementary / Police Station): Engineering & Permitting		30,000				30,000	Utility Fund & Connection Fees
8" Reclaimed Water Main Extension (17th St to Veteran's Park): Engineering & Permitting		20,000				20,000	Utility Fund & Connection Fees
12" Reclaimed Water Main Extension (17th St to Zephyr Park along South Ave): Construction		120,000				120,000	Utility Fund & Connection Fees
8" Gravity Sewer Line Extension (Court St / Waverly Ave): Construction		140,000				140,000	Utility Fund & Connection Fees
Lift Station No. 5 Replacement (12th Ave & 4th St): Engineering & Permitting		50,000				50,000	Utility Fund & Connection Fees
12" Reclaimed Water Main Extension (South Ave N to 16th Ave along 6th St, including spurs to City Cemetery and West Elementary): Engineering & Permitting			60,000			60,000	Utility Fund & Connection Fees
8" Reclaimed Water Main Extension (12th St along Henry Drive to Woodlawn Elementary/ Police Station): Construction			250,000			250,000	Utility Fund & Connection Fees
8" Reclaimed Water Main Extension (17th St to Veteran's			100,000			100,000	Utility Fund & Connection Fees

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FIVE-YEAR SCHEDULE OF CAPITAL IMPROVEMENTS (FY 10/11-14/15)
CITY OF ZEPHYRHILLS**

Project Description	Cost by Fiscal Year (\$)						Revenue Source
	FY 10/11	FY 11/12	FY 12/13	FY 13/14	FY 14/15	Total	
Park): Construction							
Lift Station No. 5 Replacement, (12th Ave & 4th St): Construction			500,000			500,000	Utility Fund & Connection Fees
8" Reclaimed Water Main Extension (7th Ave along 7th St to North Ave): Engineering & Permitting				30,000		30,000	Utility Fund & Connection Fees
12" Reclaimed Water Main Extension (South Ave N to 16th Ave along 6th St) including Spurs to City Cemetery and West Elementary: Construction				250,000		250,000	Utility Fund & Connection Fees
8" Reclaimed Water Main Extension (West Elementary to the YMCA, including Wedgewood): Engineering & Permitting					60,000	60,000	Utility Fund & Connection Fees
8" Reclaimed Water Main Extension (7th Ave along 7th St to North Ave): Engineering & Permitting					250,000	250,000	Utility Fund & Connection Fees
Lift Station Rehabilitation Projects (3 Lift Stations Per Year)	300,000	300,000	300,000	300,000	300,000	1,500,000	Utility Fund & Connection Fees
Inventory	50,000	50,000	50,000	50,000	50,000	250,000	Utility Fund & Connection Fees
WWTP Rehabilitation of No. 1 & No. 2 Effluent Pumps: Design	30,000					30,000	Utility Fund & Connection Fees
WWTP Rapid Infiltration Basins: Engineering & Permitting	150,000					150,000	Utility Fund & Connection Fees
WWTP Misc. Valve Replacement Project: Engineering	33,000					33,000	Utility Fund & Connection Fees
WWTP Rapid Infiltration Basins: Construction		3,500,000				3,500,000	Utility Fund & Connection Fees
WWTP Rehabilitation of No. 1 & No. 2 Effluent Pumps: Construction		130,000				130,000	Utility Fund & Connection Fees

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Project Description	Cost by Fiscal Year (\$)						Revenue Source		
	FY 10/11	FY 11/12	FY 12/13	FY 13/14	FY 14/15	Total			
WWTP Misc. Valve Replacement Project: Construction		330,000				330,000	Utility Fund & Connection Fees		
WWTP Inventory	50,000	50,000	50,000	50,000	50,000	250,000	Utility Fund & Connection Fees		
Total	763,000	4,720,000	1,310,000	680,000	710,000	8,183,000			
Stormwater Drainage Projects									
6th St & South Ave (Lake Necessity)	175,000					175,000	TIF		
Total	175,000	0	0	0	0	175,000			
Solid Waste Projects									
Pasco County Resource Recovery Facility	118,000,000		0	0			Pasco County		
Total	118,000,000	0	0	0	0	118,000,000			
Parkland/Recreational Projects									
Krusen Field Lighted Basketball Court	25,000					25,000	FRDAP		
Skate Board Park (Concrete)		45,000				45,000	FRDAP		
Total	25,000	45,000	0	0	0	70,000			
Airport Projects									
							Federal	State	Local
Master Plan Update	150,000					150,000	142,500	3,750	3,750
Security Fencing	120,000					120,000		96,000	24,000
Land Acquisition	166,667					166,667	150,000	8,333	8,333
New Access Rd-Hangar Dev Area	210,000					210,000	0	168,000	42,000
Airport Pavement Rehab & Markings	50,000					50,000	47,500	1,250	1,250
Construct Aircraft Wash Station	65,000					65,000	0	52,000	13,000
Taxilanes		217,910				217,910	207,015	5,448	5,448
T-Hangars		750,000				750,000	0	600,000	150,000
Upgrade & improve segmented circle & lighted wind cone			30,000			30,000	0	24,000	6,000
Lighted Wind Cone			25,000			25,000	0	20,000	5,000
Construct Access Rd			140,000			140,000	0	112,000	28,000
Expand Parking Lot/Terminal Feasibility Study			60,000			60,000	0	48,000	12,000
Terminal				2,500,000		2,500,000	0	2,000,000	500,000

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CITY OF ZEPHYRHILLS**

Project Description	Cost by Fiscal Year (\$)						Revenue Source
	FY 10/11	FY 11/12	FY 12/13	FY 13/14	FY 14/15	Total	
Total	761,667	967,910	255,000	2,500,000		4,484,577	
Building Department Projects							
Relocate Building Department to Existing Library				200,000		200,000	General Fund
Total	0	0	0	200,000	0	200,000	
Library Projects							
Construction Design & Pre-Construction Costs		564,000 286,000 207,067				1,057,067	LOST/ General Fund / Impact Fee
Construction of New Facility			464,000 408,117 207,067			1,079,184	LOST / General Fund / Impact Fee
Furniture/ Equipment for New Library Including IT Network				456,356 216,000 207,067 207,067		1,086,490	LOST / General Fund / Grant Impact Fee
Opening Day Collection					250,000 250,000	500,000	LOST / Donations
Total	0	1,057,067	1,079,184	1,086,490	500,000	3,722,741	
Fire Department Projects							
Fire Station Expansion/Improvements	800,000					800,000	PSIF, LOST
Total	800,000					800,000	
GRAND TOTAL	123,560,667	9,062,307	4,140,184	9,085,168	14,463,513	160,311,839	

Notes:

- Abbreviations:
TIF - Transportation Impact Fee.
FRDAP - Florida Recreation Development & Assistance Program
PSIF - Public Safety Impact Fee
LOST - Local Option Sales Tax (Penny for Pasco)
- Schedule includes capital projects related to facility level of service deficiencies identified in this Comprehensive Plan.
- Listed projects are consistent with the other Comprehensive Plan elements, are supportive of existing urban development, and will not contribute to the proliferation of urban sprawl.

Sources: City of Zephyrhills Capital Improvements Program, FY10/01 – FY9/14, Zephyrhills Community Redevelopment Agency Work Program, FY10/01 – FY9/14, Pasco County Capital Improvements Program, 10/11-14/15, Pasco County Transportation Improvement Program, 2011-2015, and FDOT Work Program, 2011-2015.

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Financial Resources

This section identifies financial resources available to the City for the funding of capital improvements projects. The current and projected funding level by source is presented in Table CI-3.

TABLE CI-3 CAPITAL IMPROVEMENTS PLAN RELATED REVENUE PROJECTIONS CITY OF ZEPHYRHILLS					
CIP RELATED REVENUES	BUDGET FY11	PROJECTION FY12	PROJECTION FY1	PROJECTION FY14	PROJECTION FY15
Ad Valorem (CRA) (budgeted at 95%)	140,806	140,806	140,806	140,806	140,806
CRA reserves and cash carry forward	689,897	623,730			
Local Option Sales Tax (budgeted at 95%)	793,784	793,784	793,784	793,784	793,784
Local Option Sales Tax reserves and cash carry forward	1,212,641	1,549,197			
Local Option Gas Tax (budgeted at 95%)	449,120	449,120	449,120	449,120	449,120
Gas Tax reserves and cash carry forward	378,773	279,176			
Transportation Impact Fees (budgeted at 95%)	210,526	210,526	210,526	210,526	210,526
Transportation Impact Fees reserves and cash carry forward	3,103,594	2,062,035	1,656,000		
Reserves for Library Facility Improvements	1,469,406	1500000	1520000	1535000	1562000
Utility Charges for Services	5,000,000	5,100,000	5,200,000	5,300,000	5,400,000
Connection Fees (budgeted at 95%)					

Source: City of Zephyrhills, 2010.

Local Financial Resources

General Fund

The City's largest fund is the General Fund, which accounts for 42 percent of the City's financial resources. General Fund revenues include property taxes, licenses and permits, local taxes, service charges, and various other types of revenues as outlined below. This fund is predominantly used for operations and administration for fire and police protection, public works, library and parks and recreation.

- Property Taxes (Ad Valorem)
- Franchise and Utility Taxes
- Communications Services Tax
- Licenses and Permits/Charges for Services
- Fines, Forfeitures and Penalties
- Sale of Property and Interest
- Transfers and Others
- Communications Services Tax

Water and Sewer Utility Fund

This fund accounts for City services that are operated and financed in a manner similar to private business enterprise. The fund is structured to ensure that the fees charged for water, sewer and reclaimed water services recoup all cost associated with the services, both capital and operating. The benefit to the City is that the true cost of providing the service is isolated and allows a determination of the true value of that service.

Current Status: This revenue source was \$12,800,912 in FY10/11.

Sanitation Fund

Current Status: This revenue source was \$2,869,643 in FY10/11.

Airport Fund

Current Status: This revenue source was \$2,178,939 in FY10/11.

Redevelopment Trust Fund

During the past ten years, the City has dedicated additional resources in its efforts to redevelop the City. In 2001, the boundary of the Community Redevelopment Agency (CRA) was expanded to encompass the entire City resulting in tax increment revenues being drawn from a larger area. The Redevelopment Work Program addresses a variety of capital projects and operations to address blight conditions and spur private investment. Tax increment proceeds are supplemented with grants.

Current Status: The CRA Redevelopment Trust Fund in FY10/11 has \$133,766 budgeted with a contingency balance of \$623,730.

Impact Fees

Impact fees are charges assessed against new development to cover some portion of the infrastructure costs associated with development. The fair share philosophy underlying impact fee usage is the fundamental principle which prohibits use of impact fees for any purpose other than that for new facilities to accommodate new development.

Current Status: A carryover balance for impact fees for FY10/11 is \$3,879,575.00 (Transportation, Police, Fire and Parks)

Special Assessments

Special assessments are compulsory contributions collected from the owners of property benefited by specific public improvements (street resurfacing, sidewalks, etc.) to defray the costs of such improvements. Costs are apportioned according to the presumed relative benefits to the property and revenues accrue to a special account. Generally this is a matching technique that is used in combination with city funds or work by city personnel. The rationale of special assessments is that the property owner directly benefiting from the improvement should pay part or all of the cost.

Current Status: The City is not presently utilizing special assessments.

Municipal Share of County Occupational License

Section 205.033(b)(4), FS, specifies that money derived from county occupational licenses tax, exclusive of the costs of collection and any credit given for municipal license taxes, shall be

apportioned between the unincorporated area of the county and the incorporated municipalities by a ratio derived by dividing their respective populations by the population of the county.

Current Status: The City projects that it will receive \$8,400 from this source in FY10/11.

County Resources (Local Option Taxes)

Sources of revenue under this category are generated locally and collected and administered by the Florida Department of Revenue.

County Gas Tax

A \$0.01 per gallon tax can be levied at the County level by referendum. Revenues raised must be deposited in a Gas Tax Trust Fund, and are limited to transportation projects. The tax may only be levied for a specified number of years, as stipulated in the referendum.

Current Status: The Pasco County Board of Commissioners has not opted to present the \$0.01 Local Option Gas Tax for referendum. While limited to transportation improvements, Pasco municipalities may choose to support such a referendum by the County depending on the allocation formula for distributing monies back to municipalities.

Pasco County Local Option Gas Tax

The County Local Option Gas Tax may be levied at \$0.01 or \$0.02 per gallon by majority vote of the Board of County Commissioners. The rate may be increased to \$0.03 to \$0.06 by an extraordinary vote (majority plus one) of the Board of County Commissioners or by referendum. Revenues generated may only be used for transportation purposes.

Current Status: Pasco County adopted the maximum rate of \$0.06 in 1986 by extraordinary vote of the Board of County Commissioners. The tax and formula for distributing the monies to the municipalities are effective through August 31, 2013. The distribution formula is based on road miles and is contained in an inter-local agreement in accordance with §336.025, FS. The City receives 5.2 percent of the receipts under Pasco County Local Option Gas Tax. This revenue source does have the potential for growth for the City as road miles will increase with future development. \$369,000.

Alternative Fuel Decal Users Fee/Municipal Portion of County Share

These fees are revenues from an annual state decal on motor vehicles which are powered by alternative fuels. After administrative costs are deducted, 50 percent goes to the State Board of Administration, 25 percent to municipal revenue sharing and 25 percent to counties which have a Local Option Gas Tax. County share of revenues are then distributed according to the interlocal agreement used to distribute monies collected under the Local Option Gas Tax.

Current Status: Pasco has a \$0.06 Local Option Gas Tax distributed according to road miles. The City foresees no revenues from this source for FY10/11.

Local Option Sales Taxes

The 1987 Legislature passed the Local Government Infrastructure Act which expands local government revenue generating capacity by authorizing each county to levy a local government infrastructure sales surtax. The discretionary sales surtax on one-half of one percent is subject to approval by a majority of the electorate of the county. The surtax may be levied for up to 15 years after being implemented and its proceeds must be expended within the County and its municipalities to finance, plan and construct infrastructure.

The Penny for Pasco is a Local Option Sales Surtax passed by Pasco County voters on March 9, 2004. The surtax became effective on January 1, 2005, and was recently renewed for another ten-year period. Proceeds are divided among the Pasco County School District, local municipalities, and the County. The proceeds of the sales surtax results in a 0.5 mil countywide property tax reduction.

Current Status: The City receives 2.9 percent of the Penny for Pasco Sales Surtax dollars. The estimate for FY10/11 is \$754,095.

Alternative Financing Methods

The high cost of many capital improvements requires local governments to utilize borrowing, either through short-term or long-term financing. Short-term financing is one option available to raise required revenue for short periods generally ranging from, one to five years. The more customary method, however, is to authorize long-term bond issues, normally for five to 40 years.

General Obligation Bonds

General obligation bonds are bonds backed by the full faith and credit of the local government, and are required to be approved by voter referendum. General obligation bonds offer lower interest rates than other bonds, as they are, in effect, secured by the taxing power of the government. The bond rating assigned to a municipality by financial institutions is a measure of the financial health of a municipality and affects the attractiveness of their bond issue to investors. Revenues collected from the ad valorem taxes on real estate and other sources of general revenue are used to service the government's debt. Capital improvements financed through general obligation bonds should benefit the municipality as a whole rather than particular areas or groups.

Current Status: The City of has issued no general obligation bonds.

Revenue Bonds

Revenue bonds are bonds financed by those directly benefiting from the capital improvement. Revenue obtained from the issuance of revenue bonds is generally used to finance publicly owned facilities such as parking garages. Charges collected from the users of these facilities are used, in turn, to retire the bond obligations. In this respect, the capital project is self-supporting. Interest rates tend to be higher than for general obligation bonds, and issuance of the bonds may be approved by the City Council without voter referendum. The City Council may also approve issuance of a revenue bond pledging a particular source of funding to repay the bond. For example, parking meter revenues or a designated portion of them may be pledged to retire a bond issue to construct a parking garage.

State Sources

As do most cities in Florida, the City depends on annual disbursements from the State government to supplement its local revenue sources. The amount of revenues generated from these sources may vary from year to year, depending upon legislative action. This section outlines those funds which originate locally but are collected and later returned by state agencies to the City; adopted as a local option tax or license fee and collected then returned by the State; and in the form of grants to the local government originating from state general revenues.

Half-Cent Sales Tax

The Local Government Half-Cent Sales Tax Program is administered by the Department of Revenue. Eligibility to receive Half-Cent Sales Tax revenues is limited to cities and counties which qualify to receive revenue sharing program funds. A local government is authorized to pledge proceeds of the local government Half-Cent Sales Tax for the payment of principal and interest on any capital project (§218.64, FS). Cities are directed to expend these revenues only for municipality-wide programs or for municipality-wide property tax or municipal utility tax relief. Additionally all utility tax reductions afforded by participation in the local government Half-Cent Sales Tax shall be applied uniformly across all types of taxed utility services.

Current Status: The FY10/11 estimate is \$614,933 of the General Fund revenues representing 3.1 percent of this fund.

Local Option Gas Tax Special Revenue

The Local Option Gas Tax was first levied September 1, 1983, for two cents; a third and fourth cent levied September 1, 1984; and a fifth and sixth cent levied on September 1, 1986. This revenue is used to finance certain road improvements, road maintenance and construction, and road-related drainage facilities. Local governments may pledge the Local Option Gas Tax to secure the payment of bonds. In 1993, the Florida Legislature authorized an additional five cents of Local Option Gas Tax on motor fuel, which the Board of County Commissioners has not adopted, and a new ninth-cent of Local Option Gas Tax on motor fuel and special fuel. On January 1, 1994, special fuel became subject to the ninth-cent per gallon in every county of the State. On June 18, 2002, the Board of County Commissioners adopted the levy of the remaining revenue from the ninth cent gas tax. Effective January 1, 2003, the ninth cent fuel tax provided for a maintenance crew to help maintain the County's rapidly growing road network. Monies received pursuant to this tax may be utilized only for transportation expenditures. Per an interlocal agreement, the distribution of the local option gas tax is based upon the population of the respective municipalities and the unincorporated area of the County.

Current Status: Currently, the City's annual share of this tax is approximately \$426,664.

Motor Fuel Tax Refunds for Municipalities

The motor fuel tax refund is that portion of the state motor and special fuels taxes which is paid by the municipality on motor fuel or special fuel used in motor vehicles operated for a municipal purpose. The money is returned to the governing body of the municipality. However, the governing body of the municipality must file an application from with the Department of Revenue in order to obtain a permit that entitles the entity to a refund.

Current Status: The City's FY10/11 estimate is \$5,000.

State Revenue Sharing

This state shared revenue is made up of two components: \$0.11 of the state cigarette tax and \$0.01 of the state gas tax. To be eligible to participate in the revenue sharing program beyond the minimum entitlement, a municipality is required to meet the provisions of Chapter 218.23, FS, the least of which requires the adoption of a millage rate of 3.0 mil.

Revenue sharing in Florida is essentially a return to the municipality of state collected cigarette taxes (\$0.11 per pack), the eighth-cent of the motor fuel tax and 25 percent of the State Alternative Fuel Decal Users Fee (this is a minor portion of the funds generated and is not broken out separately from the eighth center motor fuel tax). The portion of monies from the eighth cent

motor fuel tax and the State Alternative Fuel Decal Users Fee is restricted to transportation projects.

State revenue sharing funds to municipalities are distributed using equally weighted factors consisting of total population, sales tax collections allocated by proportion of county population and relative revenue raising capacity

As of FY 1971-1972, incorporated municipalities enjoy a guaranteed entitlement whereby the municipal share from then on is not less than dollars received in the base year. If the municipal share exceeds the guaranteed entitlement, the higher amount is allocated. The amount above the guaranteed entitlement is referred to as growth or incremental money. Municipalities are allowed to bond only the guaranteed portion of their distribution. Therefore, only municipalities eligible to receive funds in the base year may bond state revenue sharing monies.

For municipalities incorporated after FY 1971-1972, there is no guaranteed entitlement. After guaranteed entitlement dollars are distributed to eligible municipalities, the remaining dollars are apportioned to all municipalities.

Current Status: Currently, the City's estimated FY10/11 share of this tax is approximately \$280,000.

Beverage License Tax

Florida's beverage license is administered by the Department of Business Regulation, Division of Alcoholic Beverages and Tobacco. Beverage license taxes have been levied in Florida since 1935. Of the alcoholic beverage license fees imposed by the State and collected within an incorporated municipality, 38 percent of the fees are returned to the City.

Current Status: Currently, the City's annual share of this tax is approximately \$8,700.

Mobile Home License Tax

Mobile home license fees ranging from \$20 to \$80 (levied according to length) are collected annually by each county Tax Collector and remitted to the Department of Highway Safety. The balance remaining after a one dollar fifty cents sum per license is paid into the general revenue fund, is returned to the county where the mobile homes are located. The revenue is divided: one-half to the district school board and the remainder either to the county or the city within the county where the mobile home is located.

Current Status: Currently, the City's annual share of this tax is approximately \$99,370.

Developer Agreements

As a condition of project approval, local governments can require developers to dedicate land for roads, parks, schools, or other facilities and/or to construct improvements, i.e., roads, water/sewer lines, lift stations, which directly benefit their development. Again, the timing and location of growth can be guided by the level of dedications and/or infrastructure construction required within a certain geographical area. Agreements typically provide for the conditions that must be met by a developer prior to project approval. An agreement identifies infrastructure that will be contributed by the developer as opposed to those facilities being provided by the City.

Current Status: The City currently executes developer agreements for the provision of utility services for all major projects located within the City's utility service areas. These agreements typically identify all conditions to be met by the developer as a requirement for voluntary annexation upon a project becoming contiguous. The City recently adopted provisions for

proportionate fair-share contributions by developers for the funding of transportation projects that resolve deficient facilities.

Grants and Loans

Grants are generally distributed through federal and state government programs to fund specific capital projects. These funds are typically awarded through a competitive application process. Unfortunately, grant monies are a non-recurring funding source. Additionally, several federal and state agencies administer direct loan programs. Federal loans for capital projects are limited. State loan programs are more plentiful for capital projects. The City has been awarded grants in the past under the programs listed below:

- Community Development Block Grant Program
- Southwest Florida Water Management District Grant Programs
- Florida Department of Transportation Transportation Enhancement Grant Program
- Florida Department of Transportation Intermodal Development Program Grant Program
- Economic Development Transportation Grant Program
- Florida Recreational Development Assistance Grant Program
- Florida Department of Transportation Aviation Program
- Florida Department of State, Division of Historical Resources, Historical Grants
- Florida Department of Law Enforcement Office of Criminal Justice Grants

School District Funding Sources

The School District relies on local and state funding to address the new construction and renovation needs of the School District's Five-Year Capital Facilities Plan. The primary local funding sources are the Penny for Pasco, property taxes, impact fees, and bonds. By Florida Statute, school districts may levy up to 2 mills without an election to help fund the district capital program.

The School Impact Fee Ordinance established uniform impact fees throughout the County and procedures for the imposition, calculation, collection, administration, and expenditure of those impact fees. In addition, the Ordinance facilitates and assures that new residential construction contributes its fair share towards the costs of school facilities.

Recurring Capital Funding Sources

The State of Florida helps fund capital needs of local school districts through two recurring fund types: Public Education Capital Outlay (PECO) and Capital Outlay & Debt Service (CO&DS). PECO funding normally is the larger of the two and is derived from State gross receipts taxes on utilities. CO&DS funds are generated by vehicle tag taxes. Funds are distributed among local school districts to be used according to a specified formula.

Non-Recurring Funding Sources

Non-recurring funding sources include the Florida Department of Education Classroom for Kids and related class size reduction funding and Special Facilities Construction grants. The Classroom for Kids Program provides capital funds to help local school districts implement the Florida constitutional amendment mandating class size reduction. This program does not expand school capacity, but rather only spreads existing enrollments over additional classrooms.

LOCAL POLICIES AND PRACTICES

Timing and Location of Public Facilities

City policies and practices are critical variables in directing and managing development and redevelopment. The City controls the timing and location of infrastructure to support new development and thus implements tools to guide its destiny.

In many instances, local government competes to attract business and industry to enhance or maintain the tax base. At the same time, public dollars for economic development must vie with demands for municipal buildings, streets, recreational facilities and other public infrastructure. A critical prerequisite to facilitating economic development while managing growth is to formulate local policies and practices to guide the timing and location of public facilities to serve new development.

Such policies and practices of the City can be influenced by the decisions at different levels of government. The Intergovernmental Coordination Element details the interrelationship of the City with other levels of government, agencies and semi-public enterprise.

An example of the City's influence in such matters is the transportation network and the LOS standard for roads. The transportation decisions by other jurisdictions can have an impact on the transportation plans of the local government. Additionally, a municipality's adopted LOS standard for county and state roads must be consistent with adopted LOS standard of the corresponding entity to assure continued LOS along said roads.

- The City currently constructs or expands public facilities under the following conditions:
- When a clear and demanding need exists to protect public health and welfare
- When the majority of the population petitions the City for extensions or improvements of a particular public facility
- When a developer representing a new development requests services and enters into a developer agreement for those services

Capital Improvements Program

The Capital Improvements Program (CIP) is a tool that organizes the selection, prioritization, timing and fiscal impact of capital projects. The CIP is the program of capital expenditures to be incurred over a fixed period of years (typically five years) to meet the capital needs arising from growth and facility renewal. It sets forth each project and specifies the full resources estimated to be available to finance the projected expenditures.

The City updates the CIP annually; the first year of which represents the Capital Budget. All projects are prioritized over a five-year period and matched against revenues projected to be available at that time. Those projects that cannot be funded during that period are identified as unfunded.

Local practices that guide the timing and construction of capital facilities require all City departments to complete CIP Project Sheets during the City budget process. Those project sheets are reviewed by a committee made up of the City Manager, Finance Director, Public Works Director and Redevelopment Manager. This committee matches anticipated development with capital facility needs and forwards the proposed CIP to the City Council for consideration and adoption.

Alternatives to resolving existing or projected facility deficiencies may include new or expanded capital facilities, or increase or decrease LOS standards based on cost and the City's ability or willingness to pay for facilities.

Concurrency Management System

Pursuant to §163.3202(2)(g), FS, LOS standards must be established to ensure that adequate facility capacity will be provided for future development through issuance of development orders and permits. Rule 9J-5, FAC, requires that the City establish LOS standards for the following facilities:

<i>Facility</i>	<i>Basis of Level of Service Standard</i>
• Sanitary sewer facilities	Average and peak flow design capacity
• Solid waste facilities	Design capacity
• Stormwater drainage facilities	Design storm return frequency
• Potable water facilities	Average and peak flow design capacity
• Potable water supply	Quantity per capita
• Recreation facilities	Parkland acreage and recreational facilities capacity
• Streets	Peak traffic volumes and design capacity

LOS standards are also used in evaluating the City's existing and projected capital facility needs. LOS standards and other Comprehensive Plan policies can encourage growth in areas where facilities have excess capacity. Once adopted, LOS standards may prevent development until needed facilities and services are available. Provision of facilities can be phased in conjunction with development. LOS standards have been established for each public facility within the City and its utility service areas.

Future Land Use Map

The Five-Year Schedule of Capital Improvements has a direct correlation to the Future Land Use Element in that existing and projected facility needs are based upon demand generated by existing and future land uses. For example, FDOT and Pasco County use the adopted Future Land Use Map as an input to travel demand models to anticipate any roadways that will be operating below the LOS standard during the planning timeframe. An approach and funding source for resolving a deficiency is decided upon by the City and the jurisdictional entity (e.g., FDOT or County). Subsequently, the City would amend the Capital Improvements Element and CIP to *program* the project through listing it in the CIP and identifying the financial means for implementing the project.

Moratorium

A moratorium may temporarily halt or freeze development for a specified period of time on an emergency basis. It may be based on building permits, development approvals, or governmental services such as potable water or sanitary sewer extensions or connections. Moratoria may be for a "reasonable time" to allow for necessary planning activities pending comprehensive plan preparation, adoption or amendment. Florida courts have found development moratoria to be a valid measure of last resort for the protection of local public health, safety, and welfare when adopted in accordance with applicable procedures. Additional considerations in adopting a moratorium include:

- Determining the legal status of existing permit applications and approvals to determine the extent of vested rights for developments approved prior to ordinance adoption;

- Specifying the geographic extent of the moratorium (i.e., whether it will encompass the entire jurisdiction or be limited to specified areas with existing service deficits); and
- Specifying the timeframe and conditions under which the moratorium will be imposed.

FISCAL ANALYSIS

This section analyzes the City's ability to fund the capital projects listed in Table CIE-2. The assessment consists of projecting the costs of needed capital projects and the revenues to fund these projects. This process allows the City to identify any revenue shortfalls and to develop strategies for resolving them (e.g., seek alternative funding methods or amend the adopted LOS standard). Currently, most of the City's public facilities are operating at acceptable levels of service. Thus, projects listed in the Five-Year Schedule of Capital Improvements are facility improvements that are replacement-related or will provide capacity for future growth.

Implementation

Five-Year Schedule of Capital Improvements

The Five-Year Schedule of Capital Improvements represented in Table CI-2 is the mechanism by which the City can stage the timing, location, projected costs and funding mechanisms for capital improvements projects identified in the Comprehensive Plan. This schedule lists these capital projects when they are programmed for funding under the CIP. The Five-Year Schedule of Capital Improvements is developed based on the data, analysis, and Capital Improvements Element Goals, Objectives and Policies to document the financial feasibility of the Comprehensive Plan.

Evaluation and Monitoring

The Capital Improvements Element shall be reviewed on an annual basis as part of the City Budget adoption process. The Planning Department is responsible for the annual review of the Capital Improvements Element. During the annual monitoring and evaluation process, the City evaluates current levels of service for each public facility type by service area to identify areas with recent LOS problems and determine the appropriateness of adopted LOS standards in problem areas. The review includes necessary updates of all LOS calculations and an updated analysis of financial feasibility.

Per Chapter 163, FS, the City may amend the Capital Improvement Element by local ordinance for corrections, updates and modifications concerning costs, revenue sources and acceptance of facilities pursuant to dedications which are consistent with the Comprehensive Plan. Changes to the date of construction of any facility enumerated in the Capital Improvements Element and all other changes to the Capital Improvements Element, such as adding or deleting specific capital projects, will have to follow the procedural requirements for a Comprehensive Plan amendment.

Concurrency Management System

The Concurrency Management System (CMS) provides the required regulatory mechanism for evaluating development proposals to ensure that the LOS standards adopted as part of the Comprehensive Plan are maintained. The system consists of the following primary components:

- An inventory of existing public facilities for which concurrency is to be determined
- A concurrency assessment of each application for a final development order or permit
- A schedule of improvements needed to correct any existing public facility deficiencies

Under the CMS, in accordance with §9J-5.0055, FAC, no development order or permit shall be issued which will cause a public facility to operate below its adopted LOS standard. However, development orders may be conditioned such that needed public facility improvements will be in place concurrent with the impacts of the new development.

In order to ensure that all public facilities included within the CMS are available concurrent with the impacts of development, concurrency is determined during the final site plan or final subdivision plan approval process. All development orders/permits will specify any needed improvements and a schedule for implementation. If a development proposal cannot meet the test for concurrency, as provided for in the Land Development Code, then it may not proceed and no development order/permit may be issued. Likewise, if a development fails to meet a condition of approval once it has commenced, then no additional development orders, permits, or certificates of occupancy may be issued.

The Land Development Code specifically lists the application requirements for development orders/permits that reflect the informational needs for a determination of concurrency. The Development Services Department is responsible for the tasks required under the CMS. These tasks are generally described below:

- Maintain an inventory of existing public facilities and capacities or deficiencies;
- Determine concurrency of proposed development which does not require City Council approval;
- Provide advisory concurrency assessments and recommending conditions of approval to the City Council for those applications for development orders which require City Council approval; and
- Report the status of all public facilities covered under the CMS to the City Manager for development of a schedule of improvements for public facilities found to have existing deficiencies.

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GOALS, OBJECTIVES AND POLICIES

Introduction

Pursuant to Chapter 163.3177(3) Florida Statutes, and Chapter 9J-5.016(3)(a)(b)(c), Florida Administrative Code, the following represents the goals, objectives and policies of Capital Improvements Element. In addition to statutory requirements, the goals, objectives and policies were developed in keeping with the character, conditions, both environmental and social, and desires of the community. These goals, objectives and policies are intended to establish the long-term end for the timely and efficient provision of public facilities through the use of sound fiscal policies.

Implementation

Unless otherwise stated, the implementation of objectives and associated policies in this Section shall be through the development, adoption, and application of regulations set forth in the City Code of Ordinances and Land Development Code.

The following goals, objectives and policies are intended to establish a basis for assuring the availability of public facilities and infrastructure in a timely manner to support rational growth consistent with the Future Land Use Map.

GOAL CI-1:

The City shall undertake fiscal actions necessary to provide and maintain public facilities for all permanent and seasonal residents at the adopted levels of service standards.

OBJECTIVE CI-1-1: Annual Capital Improvements Prioritization. As an ongoing objective, capital improvements will be provided in a fiscally sound manner to correct existing deficiencies, accommodate desired future development and redevelopment, and replace worn-out or obsolete facilities, as indicated in the Five-Year Capital Improvements Plan (CIP).

POLICY CI-1-1-1: The City shall annually evaluate and rank in order of priority projects for inclusion in the CIP based upon the capital needs derived from other elements of this comprehensive plan. These projects shall be incorporated in the Five-Year Schedule of Capital Improvements (Table CI-2) of the Comprehensive Plan.

POLICY CI-1-1-2: As part of the annual budget process, the City shall update the CIP, the first year of which shall be the Capital Budget.

POLICY CI-1-1-3: The City shall include water supply facility expansion and enhancement projects in the Capital Improvements Element five-year schedule of capital improvements, in accordance with the Zephyrhills Water Supply Facilities Work Plan.

POLICY CI-1-1-4: A Comprehensive Plan amendment shall be required to eliminate, defer or delay implementation of any facility or service listed in the Five-Year Schedule of Capital Improvements in the Capital Improvements Element which was relied upon for the issuance of a development order, permit or Certificate of Occupancy.

POLICY CI-1-1-5: The City will direct expenditures for capital improvements which recognize the policies of other elements of this Plan.

POLICY CI-1-1-6: The City will coordinate with the Pasco County MPO, FDOT and Pasco County to promote the inclusion of projects in the plans and programs of these agencies that contribute to multi-modal mobility in the Five-Year Schedule of Capital Improvements.

OBJECTIVE CI-1-2: Budgetary Policy. The City will be responsible for debt management to maintain the integrity of its fiscal resources by considering the following:

- a. limitation on the use of revenue bonds as a percent of total debt;
- b. maximum ratio of total debt service to total revenue; and
- c. maximum ratio of outstanding capital indebtedness to property tax base.

POLICY CI-1-2-1: Conduct an annual review of the fixed assets inventory and establish an amortization period for each asset to be used in preparing the annual operating budget.

POLICY CI-1-2-2: The City will continue to review adequacy of existing and committed public facilities to meet the anticipated needs of previously approved development, particularly demands on the SIS.

POLICY CI-1-2-3: The City will continue to avoid general obligation to the extent that other funding sources are currently available for needed improvements, and will limit debt of enterprise funds to amounts which can be repaid from current sources and new revenues to be derived from the new or expanded facilities only.

POLICY CI-1-2-4: The City will continue to secure grants or private funds whenever available to finance the provision of capital improvements.

GOAL CI-2: Maintenance of Level of Service Standards

Provide new capital improvements concurrent with the impacts of new development to maintain adopted levels of service.

OBJECTIVE CI-2-1: Coordinate land use decisions and available or projected financial resources with the Five-Year Schedule of Capital Improvements to maintain the adopted level of service standards found in the individual comprehensive plan elements and meet existing and future infrastructure needs.

POLICY CI-2-1-1: The City shall implement the Concurrency Management System in Appendix A of this element which ensures that public facilities and services needed to support development are available concurrent with the impacts of such development. The Concurrency Management System shall include:

- a. A requirement that the adopted level of service standards shown in Table CI-2-1-1 be maintained;
- b. A requirement that the Capital Improvements Element set forth a financially feasible plan which demonstrates that the adopted level of service standards will be achieved and maintained;
- c. A system for monitoring and ensuring adherence to the adopted level of service standards, the schedule of capital improvements and the availability of public facility capacity;

- d. Guidelines for interpreting and applying level of service standards to applications for development orders and development permits and determining when the test for concurrency must be met; and
- e. A requirement that ensures that development orders and development permits are issued in a manner that will not result in a reduction in the levels of service below the adopted level of service standards for the affected facility.

<u>Table CI-2-1-1</u> <u>Public Facility Level of Service Standards</u> <u>City of Zephyrhills</u>			
<u>Comprehensive Plan Element</u>	<u>Facility Type</u>	<u>Service Area</u>	<u>Level of Service Standard</u>
<u>Infrastructure</u>	City Water Treatment Plant	City Water Service Area	126 gallons per day per capita water treatment capacity (annual average daily flow)
<u>Infrastructure</u>	City Water Wells Regulated by Water Use Permit	City Water Service Area	126 gallons per day per capita
<u>Infrastructure</u>	City Wastewater Treatment Plant	City Sewer Service Area	168 gallons per day per capita wastewater treatment capacity and disposal per day (annual average daily flow)
<u>Infrastructure</u>	Pasco County Landfills & Transfer Stations	City Incorporated Area	1.5 tons/year/dwelling unit
<u>Infrastructure</u>	Drainage Structures Water Quality	City Incorporated Area	Design storm return frequency Class III water quality standards,
<u>Recreation & Open Space</u>	Local Parks Swimming Pool Basketball Court Tennis Court Ball Diamond Picnic Area Multi-Use Trail Fishing Site Volleyball Courts Soccer/Football Fields ¼ Mile Running Track	City Incorporated Area	4 Acres/1,000 Pop 1 Pool /20,000 Pop 1 Court/5,000 Pop 1 Court /2,000 Pop 1 Diamond/5,000 Pop 1 Area/5,500 Pop 1 Mile/5,000 Pop 1 800 ft/5,000 Pop 1 Court/5,000 Pop 1 Field/15,000 Pop 1 Track/20,000 Pop
<u>Transportation</u>	Arterials & Collector Roads	City Incorporated Area	D, Peak Hour Traffic Volumes & Design Capacity
<u>Public School Facilities</u>	Public School Facilities	School Concurrency Service Areas	Refer to Policy CI-3-1-2

Notes:

Pop – Population.

POLICY CI-2-1-2: The City shall apply the following standards for the purposes of making a concurrency determination and issuance of a Certificate of Occupancy, or its equivalent development approval:

- a. Potable water, sewer, solid waste and drainage facilities shall be in place and available to serve new development no later than the issuance of a Certificate of Occupancy, or its functional equivalent.
- b. As determined through consultation with the City's Utilities Department prior to the approval of a building permit, or its functional equivalent, adequate water supplies shall be available to serve the new development no later than the issuance of the Certificate of Occupancy, or its functional equivalent.
- c. Parkland and recreational facilities necessary to serve residential development shall be in place or under actual construction no later than one year after the issuance of the Certificate of Occupancy. However, the acreage for such facilities shall be dedicated or be acquired by the City prior to issuance of the Certificate of Occupancy or funds in the amount of the developer's fair share shall be committed no later than the issuance of the Certificate of Occupancy.
- d. Necessary transportation facilities needed to serve new development shall meet one of the following requirements:
 - (1) The facilities are in place or under actual construction within three years from the date of issuance of the Certificate of Occupancy, a building permit, or its functional equivalent that results in traffic generation.
 - (2) The facilities are guaranteed in an enforceable development agreement that includes the provisions of Rule 9J-5.0055(2)(a)1, 7, 8, FAC, pursuant to Section 163.3220, FS, or an agreement or development order issued pursuant to Chapter 380, Florida Statutes. The agreement must guarantee the necessary facilities and services will be in place at the time of issuance of the Certificate of Capacity; or will be in place or under actual construction within three years of the date of the issuance of the Certificate of Capacity Occupancy, or its functional equivalent.
 - (3) Payment of proportionate fair share contributions to mitigate local and regionally significant traffic impacts, consistent with Chapter 163.3180(16), FS, and the Land Development Code. Such standards and guidelines shall provide that the City shall not rely on transportation facilities in place or under actual construction more than three years after the issuance of the Certificate of Occupancy, or its functional equivalent, except as provided in Section 163.3180, Florida Statutes.

POLICY CI-2-1-3: The City shall pursue funding assistance from the Southwest Florida Water Management District Cooperative Funding Initiative and other programs, as appropriate, for reclaimed water and alternative water supply projects.

POLICY CI-2-1-4: Valid, lawfully approved development projects shall be considered vested provided:

- a. The development activity is authorized by an effective development permit, where construction has commenced prior to the original adoption date of the Comprehensive

Plan, has not expired and the development activity continues without interruption until the development is complete;

- b. The development activity is authorized by an effective site plan approval which has been granted prior to the original adoption date of the Comprehensive Plan. The development activity must have commenced prior to the expiration date of the original site plan approval and continue without interruption until the development is complete;
- c. The development activity is authorized by a lawfully approved residential subdivision plat, recorded prior to the original adoption date of the Comprehensive Plan. Platted residential subdivision has continued to be developed in accordance with the previously approved Development Order and has commenced by the adoption date and continues in good faith; or
- d. The development project meets the legal standards for vesting or equitable estoppel as established by common law.

OBJECTIVE CI-2-2: Public Schools Capital Facilities Planning To the extent required by law, the City shall ensure that existing deficiencies and future needs are addressed consistent with the adopted levels of service standards for public schools.

POLICY CI-2-2-1: School Board Financially Feasible Capital Improvement Program. The City hereby incorporates by reference tables/sections of the District School Board of Pasco County Financially Feasible Capital Improvement Program 5-Year District Facilities Work Program, 2009-2013, that includes proposed school capacity at the adopted levels of service sufficient to meet anticipated student demands projected by the School Board, in consultation with the City.

POLICY CI-2-2-2: Adopted Level of Service Standard for Pasco County Public Schools. The levels of service standards for public school facilities are defined as school enrollment as a percentage of school student capacity based upon the Florida Inventory of School Houses (FISH). The level of service standard is the maximum level of school utilization that will be permitted in the Pasco County School District. The level of service standards shall be established for all school types within the Pasco County School District as:

- a. Elementary Schools 115% of FISH capacity;
- b. Middle Schools 115% of FISH capacity;
- c. High Schools 105% of FISH capacity; and
- d. Alternative Educational Facilities 70% of FISH capacity.

POLICY CI-2-2-3: The City hereby establishes a Long-Term Concurrency Management System based upon permanent capacity as determined by the Florida Inventory of School Houses and as authorized in Section 163.3180(9)(a), Florida Statutes, within the designated Long-Term School Concurrency Management Service Area. The 10-year Long-Term Concurrency Management System shall apply to, and be effective in, Elementary School SCSA 2.

Long-Term Concurrency Management Plan SCSA 2			
Year	Interim Level of Service Standard	Year	Interim Level of Service Standard
2009-2010	116%	2014-2015	109%
2010-2011	110%	2015-2016	108%
2011-2012	121%	2016-2017	112%
2012-2013	127%	2017-2018	111%
2013-2014	125%		

POLICY CI-2-2-4: Annual Updates. The City, in coordination with the District School Board of Pasco County shall annually update the Capital Improvements Element reflecting the adopted School Board Capital Improvements Program or Ten-Year Capital Improvements Program to ensure maintenance of a financially feasible capital improvements program and to ensure that level of service standards will continue to be achieved and maintained. Annual plan amendments shall include the addition of a new fifth year to the Five-Year Schedule of Capital Improvements, updating of the Financially Feasible Capital Improvement Element, coordinating the program with the Five-Year District Facilities Work Program, and, as necessary, updates to the Concurrency Service Area maps. The annual plan amendments shall ensure that the Comprehensive Plan continues to be financially feasible and that the level of service standards will continue to be achieved and maintained.

POLICY CI-2-2-5: Financial Responsibility for the School Board's Capital Projects. The City, by incorporating the District School Board of Pasco County Capital Improvements Programs into this Comprehensive Plan pursuant to the requirements of Florida Statutes, is not liable for the funding of any School Board capital project or any requirements of the School Board's District Facilities Work Plan.

GOAL CI-3: New Development Infrastructure Needs. Require new development to bear a fair share of costs to expand public facilities needed to maintain adopted levels of service.

OBJECTIVE CI-3-1: Future development will bear a proportionate cost of facility improvements or mobility strategies necessitated by the development in order to maintain the adopted level of service standards.

POLICY CI-3-1-1: New development will be assessed a pro-rata share of the costs necessary to finance public facility improvements necessitated by development in order to adequately maintain adopted level of service standards.

POLICY CI-3-1-2: Re-evaluate the Transportation Impact fee rates annually to update the schedule of fees.

POLICY CI-3-1-3: Re-evaluate the water and sewer impact fee rebate policy and connection fee rates after the sewer plant expansion and water storage tank construction are complete.

POLICY CI-3-1-4: Continue to allocate sufficient financial resources annually to construct a minimum of one mile of sidewalk and/or paths until all parks, schools, commercial nodes, nursing homes and multi-family complexes of 40 or more dwelling units are interconnected by sidewalk/path.

POLICY CI-3-1-5: The City's Five Year Capital Improvements Plan will identify all sources of public and private funding which has been committed or is anticipated.

[Public schools facilities related objective and policies have been relocated under Goal CI-2 concerning level of service standards and renumbered as Objective CI-2-2 and policies CI-2-2-1 through CI-2-2-4.]

CAPITAL IMPROVEMENTS ELEMENT APPENDIX

CONCURRENCY MANAGEMENT SYSTEM

Generally: The purpose of this policy is to ensure that public facilities and services needed to support development are available concurrent with the impact of such development as required by the City of Zephyrhills Comprehensive Plan. All development permits shall be reviewed prior to issuance in order to ensure that the adopted level of service standards as set forth in City of Zephyrhills Comprehensive Plan for roads, potable water, sanitary sewer, solid waste, drainage, parks and recreation and mass transit will be maintained.

Application Information: Each application for development approval shall include a statement as to the number of units, the type of land use, and the square footage for all non-residential structures or multi-family structures.

Level of Service Compliance: Development activity and final local development orders authorizing construction or physical activity on the land may be approved only when the compliance with the Level of Service Standards and Concurrency Requirements of the City's Comprehensive Plan have been established.

- A. Level of Service review for drainage, sanitary sewer, potable water, roadways, solid waste and recreation shall be accomplished by the City of Zephyrhills in conjunction with its site plan approval process prior to the issuance or approval of one of the following final local development orders for any project or project phase:
 - 1. Development of Regional Impact (DRI) Development Order or Florida Quality Development as described in Chapter 380, Florida Statutes, and subsequent amendments thereto when provided for by amendment to the Comprehensive Plan.
 - 2. Site plan approval.
 - 3. Record plat approval.
- B. Building Permits for any structure may be issued only when the structure has, either as a freestanding project or part thereof, been the subject of site plan approval.
- C. To ensure that a substantial change in the level of service provided to a project does not occur in the period between permit issuance and construction, all site plan approvals shall expire within a six month period with written requests for extension allowed. Expiration dates for development of regional impact will be that established in the adopted DRI development order.
- D. The application for all proposed development orders shall include an estimate of the proposed project's impact upon demand for services and facilities for which an adopted level of service is not specified in this Comprehensive Plan. Such estimate shall consider the public health and safety of City residents and persons employed within the City.
- E. Final development orders shall be conditioned upon authorization and approval of necessary utility services.

Review Standards: The following review standards shall be utilized by the City for the purpose of making a concurrency determination and issuance of site plan approval:

- A. For potable water, sewer, solid waste, and drainage, the standards in Policy CI-2-1-2.a will be met in order to satisfy the concurrency requirements.
- B. For parks and recreation concurrency determination, adequate provisions must be made for residential developments to ensure that the standards in Policy CI-2-1-2.c will be met:
- C. For roads designated in the City's Comprehensive Plan, the concurrency determination shall demonstrate concurrency in accordance with Policy CI-2-1-2.d:
- D. For water supply, the standard in Policy CI-2-1-2.b will be met in order to satisfy the concurrency requirements.
- E. For public school facilities, the standards contained in the policies under Objective CI-2-2 will be met in order to satisfy the concurrency requirements.

Site Plan Approval: Level of Service Compliance Certificates shall be issued without conditions when the public facilities relied on to maintain level of service standards are existing or are scheduled for completion in accordance with the review standards set forth herein.

Cumulative Impact on Levels of Service: The City shall maintain a continuous accounting of the impacts of development permits and development orders issued subsequent to the adoption of this Section in order to determine the cumulative impact of all such development upon the adopted levels of services as set forth in the City's Comprehensive Plan. Priority as to concurrency determination shall be established upon the basis of receipt of a complete application for development approval.

Prohibition Against the Issuance of Permit or Order: No final development permit or final development order authorizing development activity shall be issued by the City when the effect of such issuance would fail to ensure the public facilities and services identified within the Comprehensive Plan as needed to support such development are not available concurrent with the impact of such development as identified in the standards set forth in this Code. No impact fees or user fees shall be collected prior to issuance of a site plan approval on any project, unless such fees are necessary to establish the required Level of Service or are collected on one or more project phases for which level of service compliance has been established.

Appeal of Concurrency Determinations: Any aggrieved party may appeal a concurrency determination made by the City's staff to the City Council of the City of Zephyrhills within thirty (30) days of the decision in accordance with the appeal procedures final action by the City with respect to the concurrency determination.

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