

M E M O R A N D U M

TO: Howard Tipton, Town Manager

FROM: Allen Parsons, AICP, Director, Planning, Zoning and Building Department

REPORT DATE: August 29, 2024

MEETING DATE: September 9, 2024

SUBJECT: Ordinance 2024-08, Amending the Capital Improvements Schedule of the Capital Improvements Element Concurrent with Adoption of the Fiscal Year 2024-2025 (FY25) Budget

Recommended Action

Forward Ordinance 2024-08 to the September 23, 2024, Special Meeting for second reading and public hearing.

Background

With the adoption of the 2011 Community Planning Act, the Florida Legislature revised the procedural requirements for updating the Five-Year Schedule of Capital Improvements. The Town still must review the Capital Improvement Element (CIE) on an annual basis, but any modifications to the Capital Improvements Schedule or other data, such as deleting the past year and adding a new fifth year to the five-year plan, are no longer considered amendments to the Comprehensive Plan. Consistent with the Town's Comprehensive Plan, Capital Improvements Element (CIE) Strategy 1.1.3.2, the adoption of the updated five-year Capital Improvements Schedule is reflected in the Comprehensive Plan's CIE Data and Analysis component. Unlike other amendments to the Comprehensive Plan, the CIE's required Capital Improvements Schedule update, which must be adopted by ordinance, is not transmitted to the State for review and comment.

Ordinance 2024-08 concurrently updates the five-year Capital Improvements Schedule with the adoption of the Town's FY25 Budget by the Town Commission.

Staff Recommendation

Forward Ordinance 2024-08 to the September 23, 2024, Special Meeting for second reading and public hearing.

Attachments (Available in the Town Clerk's Office)

Ordinance 2024-08

End of Agenda Item