

Capital Improvement Program

Capital Improvement Program

TOPIC	PAGE
Capital Improvement Policy	249-251
Overview	249
Criteria for Evaluating Projects	250
Procedure for Annual Capital Improvement Plan	250-251
All Funds Five-Year Plan	252
2023 - 2027 Project Narratives and Five Year Plans	253-279
Arterial Street Fund	253-254
Office Equipment Rental Fund	255
Transportation Benefit District	256
Capital Projects Fund	257-259
L.I.D. Construction Fund	260
Building Replacement Fund	261
Water Fund	262-265
Sewer Fund	266-268
Water Filter Plant Fund	269-271
Storm Water Utility Fund	272-273
Public Transit Fund	274-275
Mint Valley Golf	276
Equipment Rental Reserve Fund	277-279

Capital Improvement Policy

Overview

Longview's City government is responsible for a significant investment in buildings, streets, water and sewer facilities, parks, major equipment, and other public infrastructure. The construction, preservation, and future improvement of these facilities are primary responsibilities of the City. Planning and implementing sound capital improvement policies and programs today will help the City avoid emergencies and greater costs in the future.

The projects listed in this budget for funding are consistent with this capital improvement program. As the biennium progresses, some projects become ready for construction, while others do not, depending on a variety of circumstances. If more funds become available, a mid-year budget amendment may be considered.

Capital improvement projects include:

1. New and expanded physical facilities/assets.
2. Large-scale renovation and replacement of existing facilities.
3. The acquisition of property.
4. The purchase of major pieces of equipment which are not identified in either the Equipment Rental Fund or the Office Equipment Reserve Fund, and require multi-year financing.
5. The purchase of equipment associated with newly acquired facilities.

Capital improvement expenditures must meet the following criteria:

1. Be for an item classified as a fixed asset.
2. An expenditure of \$10,000 or more (except property) for design, construction, and equipment.
3. Have a useful life of one year or more.



Capital Improvement Program

Criteria for Evaluating Projects

1. Preservation of public health and safety.
2. Improvements necessary because of court action (or to prevent adverse court action) or federal or state requirements.
3. Relationship to City Council goals.
4. Reduction of current operating and maintenance costs and avoidance of costly future rehabilitation.
5. Preservation of existing facilities.
6. Economic development (gaining or retaining industry and jobs).
7. Positive impacts (social, political, etc.) on city residents.
8. Grant/loan secured or leveraging of private funds.
9. Grant/loan available.
10. Readiness to proceed.

Procedures for Capital Improvement Plan

1. Initiation

Requesting Department:

1. Creates a list of capital improvement projects to be considered.
2. Verifies that the projects meet the above definition of capital improvement expenditures..
3. Prepares a Capital Improvement Request for each project.
4. Prioritizes each proposal using the CIP evaluation criteria above.
5. Submits requests to the City Manager.

2. Review

City Manager:

6. Reviews Capital Improvement Requests.
7. Prepares Capital Improvement Plan recommendations.
8. Prepares an updated Capital Improvement Plan.
9. Presents the Operating Budget and Capital Improvement Plan to the City Council.

City Council:

10. Holds a public hearing to review the recommended CIP.

3. Implementation

City Council:

11. Adopts the Capital Improvement Plan.

Department:

12. Responsible department prepares and submits a Capital Improvement Project Action Form for City Manager approval. Until such approval is given, no expenditures shall be incurred.
13. Upon approval, monitors capital improvement project.
14. If estimated project costs exceed appropriation, submits Project Action Form with updated project cost information and justification for increase.

City Manager:

15. Reviews and approves Project Action Forms and forwards to the Finance Director.
16. Monitors the Capital Improvement Plan and budgets and provides periodic status reports to the City Council.

Finance Director:

17. Assigns a Capital Improvement Program number and an account number to each approved project.
18. Categorizes each capital improvement project by fund and responsible department.
19. Generates a monthly Capital Improvement Project Summary Report of expenditures and fund balances for distribution to the City Manager and all Departments.

4. Closeout

Department:

20. Completes a Capital Improvement Action Form and submits to the Finance Director.

Finance Director:

21. Reconciles final appropriations and expenditures for each capital improvement project.
22. Eliminates completed capital improvement projects at year-end from monthly Capital Improvement Project Summary Report.



Capital Improvement Program

All Funds - Five-Year Plan			
Year	Project	Revenue	Expenditure
2022	December 31 Ending Fund Balance		
2023	Arterial Street Fund	\$7,951,040	\$7,951,040
	Office Equipment Rental Fund	\$876,270	\$876,270
	Transportation Benefit District Fund	\$58,000	\$58,000
	Capital Projects Fund	\$1,331,470	\$1,331,470
	L.I.D. Construction Fund	\$350,000	\$350,000
	Building Replacement Fund	\$1,800,000	\$1,800,000
	Water Funds	\$8,198,580	\$8,198,580
	Sewer Funds	\$5,630,000	\$5,630,000
	Water Filter Plant Funds	\$425,000	\$425,000
	Storm Water Fund	\$156,000	\$156,000
	Public Transit Fund	\$3,890,360	\$3,890,360
	Mint Valley Golf	\$550,000	\$550,000
	Equipment Rental	\$3,576,370	\$3,576,370
	Annual total	\$34,793,090	\$34,793,090
2024	Arterial Street Fund	\$70,000	\$70,000
	Office Equipment Rental Fund	\$783,000	\$783,000
	Transportation Benefit District Fund	\$0	\$0
	Capital Projects Fund	\$490,000	\$490,000
	L.I.D. Construction Fund	\$350,000	\$350,000
	Building Replacement Fund	\$0	\$0
	Water Fund	\$6,104,340	\$6,104,340
	Sewer Fund	\$5,050,000	\$5,050,000
	Water Filter Plant Fund	\$650,000	\$650,000
	Storm Water Fund	\$106,000	\$106,000
	Public Transit Fund	\$1,030,460	\$1,030,460
	Mint Valley Golf	\$0	\$0
	Equipment Rental	\$759,540	\$759,540
	Annual total	\$15,393,340	\$15,393,340
2025	Arterial Street Fund	\$20,000	\$20,000
	Office Equipment Rental Fund	\$500,000	\$500,000
	Transportation Benefit District Fund	\$0	\$0
	Capital Projects Fund	\$593,000	\$593,000
	L.I.D. Construction Fund	\$350,000	\$350,000
	Building Replacement Fund	\$20,768,057	\$20,768,057
	Water Fund	\$4,816,400	\$4,816,400
	Sewer Fund	\$6,272,000	\$6,272,000
	Water Filter Plant Fund	\$150,000	\$150,000
	Storm Water Fund	\$629,050	\$633,050
	Public Transit Fund	\$25,000	\$25,000
	Mint Valley Golf	\$0	\$0
	Equipment Rental	\$0	\$0
	Annual total	\$34,123,507	\$34,127,507
2026	Arterial Street Fund	\$20,000	\$20,000
	Office Equipment Rental Fund	\$100,000	\$100,000
	Transportation Benefit District Fund	\$0	\$0
	Capital Projects Fund	\$415,000	\$415,000
	L.I.D. Construction Fund	\$350,000	\$350,000
	Building Replacement Fund	\$0	\$0
	Water Fund	\$4,988,200	\$4,988,200
	Sewer Fund	\$3,650,000	\$3,650,000
	Water Filter Plant Fund	\$75,000	\$75,000
	Storm Water Fund	\$445,050	\$445,050
	Public Transit Fund	\$25,000	\$25,000
	Mint Valley Golf	\$0	\$0
	Equipment Rental	\$0	\$0
	Annual total	\$10,068,250	\$10,068,250
2027	Arterial Street Fund	\$20,000	\$20,000
	Office Equipment Rental Fund	\$100,000	\$100,000
	Transportation Benefit District Fund	\$0	\$0
	Capital Projects Fund	\$130,000	\$130,000
	L.I.D. Construction Fund	\$350,000	\$350,000
	Building Replacement Fund	\$0	\$0
	Water Fund	\$1,772,200	\$1,772,200
	Sewer Fund	\$3,650,000	\$3,650,000
	Water Filter Plant Fund	\$75,000	\$75,000
	Storm Water Fund	\$123,400	\$123,400
	Public Transit Fund	\$25,000	\$25,000
	Mint Valley Golf	\$0	\$0
	Equipment Rental	\$0	\$0
	Annual total	\$6,245,600	\$6,245,600

Arterial Street Fund - 2023/2024 Project Narratives

Annual Street Repairs	2023	\$20,000
Small repair projects on streets throughout the city.	2024	\$20,000
46th Avenue Construction	2023	\$2,693,460
Reconstruction of 46th Avenue, including replacement of a bridge at the CDID cutoff slough to a culvert, and replacement of water and sewer main lines, if needed	2024	\$50,000
30th Avenue, Hudson Street, Olympia Way Complete Street Program	2023	\$390,000
Construct bike lanes on 30th Avenue, Hudson Street, and Olympia Way, as well as a bike repair station at the Transit Center	2024	\$0
Beech Street & 30th Avenue Bike Lanes	2023	\$278,000
Install buffered bike lanes from Oregon Way to Washington Way	2024	\$0
Tennant Way Signal Upgrades	2023	\$595,580
Traffic signal upgrades at five intersections from 9th Avenue to 14th Avenue	2024	\$0
Washington Way Pavement Rehabilitation	2023	\$3,974,000
Repair failing pavement, upgrade ADA ramps/pushbuttons, and update pavement markings	2024	\$0
	Total 2023	\$7,951,040
	Total 2024	\$70,000

Capital Improvement Program

Arterial Street Fund - Five-Year Plan			
Year	Project	Revenue	Expenditure
2022	December 31 Ending Fund Balance		
2023	Beginning Funds Required to Balance	\$0	
	1/2 Cent Motor Vehicle Fuel Tax	\$250,240	
	Grants	\$7,700,800	
	Other Financing Sources	\$0	
	Annual Street Repairs		\$20,000
	46th Avenue Reconstruction		\$2,693,460
	30th Avenue, Hudson Street, Olympia Way Street Program		\$390,000
	Beech Street & 30th Avenue Bike Lanes		\$278,000
	Tennant Way Signal Upgrades		\$595,580
	Washington Way Pavement Rehabilitation		\$3,974,000
	Annual total	\$7,951,040	\$7,951,040
2024	Beginning Funds Required to Balance	\$0	
	1/2 Cent Motor Vehicle Fuel Tax	\$70,000	
	Grants	\$0	
	Annual Street Repairs		\$20,000
	46th Avenue Reconstruction		\$50,000
	Annual total	\$70,000	\$70,000
2025	1/2 Cent Motor Vehicle Fuel Tax	\$20,000	
	Grants	\$0	
	Other Financing Sources	\$0	
	Annual Street Repairs		\$20,000
	Annual total	\$20,000	\$20,000
2026	1/2 Cent Motor Vehicle Fuel Tax	\$20,000	
	Annual Street Repairs		\$20,000
	Annual total	\$20,000	\$20,000
2027	1/2 Cent Motor Vehicle Fuel Tax	\$20,000	
	Annual Street Repairs		\$20,000
	Annual total	\$20,000	\$20,000

Office Equipment Reserve Fund - 2023/2024 Project Narratives

Financial/HR Enterprise Resource Program	2023	\$750,000
Replace current legacy and redundant systems with modern automated system	2024	\$750,000
Replacement Schedule Purchases	2023	\$126,270
Scheduled Information Technology equipment replacements	2024	\$33,000
	Total 2023	\$876,270
	Total 2024	\$783,000

Office Equipment Reserve - Five-Year Plan			
Year	Project	Revenue	Expenditure
2022	December 31 Ending Fund Balance		
2023	Interdepartmental Charges (for Capital)	\$876,270	
	Financial/HR Enterprise Resource Program		\$750,000
	Replacement Schedule Purchases		\$126,270
	Annual total	\$876,270	\$876,270
2024	Interdepartmental Charges (for Capital)	\$783,000	
	Financial/HR Enterprise Resource Program		\$750,000
	Replacement Schedule Purchases		\$33,000
	Annual total	\$783,000	\$783,000
2025	Interdepartmental Charges (for Capital)	\$500,000	
	Financial/HR Enterprise Resource Program		\$500,000
	Annual total	\$500,000	\$500,000
2026	Interdepartmental Charges (for Capital)	\$100,000	
	Financial/HR Enterprise Resource Program		\$100,000
	Annual total	\$100,000	\$100,000
2027	Interdepartmental Charges (for Capital)	\$100,000	
	Financial/HR Enterprise Resource Program		\$100,000
	Annual total	\$100,000	\$100,000

Capital Improvement Program

Transportation Benefit District Fund - 2023/2024 Project Narratives

California Way Rehabilitation

Continuation of Capital Improvement Project #2269; replace asphalt street overlay, pavement markings, sidewalks, ADA-compliant curb ramps and pedestrian push-buttons and signals

2023 **\$58,000**
2024 **\$0**

Total 2023 **\$58,000**
Total 2024 **\$0**

Transportation Benefit District Fund - Five-Year Plan

Year	Project	Revenue	Expenditure
2022	December 31 Ending Fund Balance		
2023	Transportation Benefit District Bonds	\$58,000	
	Investment Interest	\$0	
	California Way Rehabilitation		\$58,000
	Annual total	\$58,000	\$58,000
2024	Transportation Benefit District Bonds	\$0	
	Investment Interest	\$0	
	Annual total	\$0	\$0
2025	Transportation Benefit District Bonds	\$0	
	Investment Interest	\$0	
	Annual total	\$0	\$0
2026	Transportation Benefit District Bonds	\$0	
	Investment Interest	\$0	
	Annual total	\$0	\$0
2027	Transportation Benefit District Bonds	\$0	
	Investment Interest	\$0	
	Annual total	\$0	\$0

Capital Projects Fund - 2023/2024 Project Narratives

Neighborhood Park Grants	2023	\$25,000
Matching fund grants to neighborhood groups, sports leagues, service clubs, and other community organization contributions to develop or improve neighborhood parks	2024	\$25,000
Playground Replacement Program	2023	\$45,000
Replace aging playgrounds, per prioritized schedule	2024	\$45,000
ADA Improvements	2023	\$50,000
ADA improvement projects recommended by committee and Council-approved	2024	\$50,000
Annual Park Benches	2023	\$10,000
Park benches installed as a result of donations	2024	\$10,000
Police Garage Door Replacement	2023	\$86,300
Replace unreliable garage doors	2024	\$0
Fire Station #82 Emergency Generator	2023	\$160,000
Provide emergency power for essential building systems	2024	\$0
Fire EKG/Defibrillators EMS Equipment	2023	\$0
Replace end-of-life defibrillators	2024	\$200,000
Engineering Vertical File System (Blueprints/Mylars)	2023	\$7,000
Two vertical file systems for storing large format drawings	2024	\$0
McClelland Arts Building HVAC System Replacement	2023	\$70,000
Replace broken air conditioning unit	2024	\$0
Roy Morse Softball Field Lighting Replacements	2023	\$275,000
Replace failing and obsolete light ballasts and aging wooden poles	2024	\$0
Parks Maintenance Building Siding	2023	\$30,000
Remove and replace untreated and rotting plywood siding	2024	\$0
John Null Park Tennis Court Lighting Replacements	2023	\$23,170
New lighting to replace system that is beyond repair	2024	\$0
Facilities Maintenance Trucks for 2 New Facilities Maintenance Technicians	2023	\$0
Vehicles for two new maintenance technicians	2024	\$160,000
Mint Valley Golf Capital Projects	2023	\$550,000
Irrigation pump station, poles/netting, and needs assessment	2024	\$0
	Total 2023	\$1,331,470
	Total 2024	\$490,000

Capital Improvement Program

Capital Projects Fund - Five-Year Plan			
Year	Project	Revenue	Expenditure
2022	December 31 Ending Fund Balance		
2023	Real Estate Excise Tax	\$500,000	
	Motor Vehicle Fuel Tax	\$3,660	
	Miscellaneous/Contributions	\$16,500	
	ARPA Grant	\$400,000	
	Other Financing Sources	\$411,310	
	Neighborhood Park Grants		\$25,000
	Playground Replacement Program		\$45,000
	ADA Improvements		\$50,000
	Annual Park Bench Memorials		\$10,000
	Police Garage Gate Replacements		\$86,300
	Fire Station #82 Emergency Generator		\$160,000
	Engineering Vertical File System (Blueprints/Mylars)		\$7,000
	McClelland Arts Building HVAC System Replacement		\$70,000
	Roy Morse Softball Field Lighting Replacements		\$275,000
	Parks Maintenance Shop Siding		\$30,000
	John Null Park Tennis Court Lighting Replacements		\$23,170
	Transfer-out to Mint Valley Golf		\$550,000
	Annual total	\$1,331,470	\$1,331,470
2024	Real Estate Excise Tax	\$490,000	
	Motor Vehicle Fuel Tax	\$0	
	Miscellaneous/Contributions	\$0	
	Neighborhood Park Grants		\$25,000
	Playground Replacement Program		\$45,000
	ADA Improvements		\$50,000
	Annual Park Bench Memorials		\$10,000
	Fire EKG/Defibrillators EMS Equipment		\$200,000
	Facilities Maintenance Trucks for 2 New Facilities Maintenance Technicians		\$160,000
	Annual total	\$490,000	\$490,000

Capital Projects Fund - Five-Year Plan - continued

2025	Real Estate Excise Tax	\$450,000	
	Motor Vehicle Fuel Tax	\$2,000	
	Miscellaneous/Contributions	\$15,000	
	Other Financing Sources	\$126,000	
	Neighborhood Park Grants		\$25,000
	Playground Replacement Program		\$45,000
	ADA Improvements		\$50,000
	Annual Park Bench Memorials		\$10,000
	Finance Department Security Improvements		\$51,000
	Engineering Bicycle-Friendly Business - City Hall		\$16,000
	Engineering Electric-Assist Bikes for City Hall Fleet		\$6,000
	City Hall Upstairs Flooring/Carpet Replacement		\$40,000
	Fire Department Reserve Ambulance		\$300,000
	Facilities Maintenance Truck Supplemental Funds (for Lead Tech)		\$50,000
	Annual total	\$593,000	\$593,000
2026	Real Estate Excise Tax	\$415,000	
	Motor Vehicle Fuel Tax	\$0	
	Miscellaneous/Contributions	\$0	
	Neighborhood Park Grants		\$25,000
	Playground Replacement Program		\$45,000
	ADA Improvements		\$50,000
	Annual Park Bench Memorials		\$10,000
	Library Interior Restoration		\$175,000
	Library Lighting		\$110,000
	Annual total	\$415,000	\$415,000
2027	Real Estate Excise Tax	\$130,000	
	Motor Vehicle Fuel Tax	\$0	
	Contributions - Park Benches	\$0	
	Neighborhood Park Grants		\$25,000
	Playground Replacement Program		\$45,000
	ADA Improvements		\$50,000
	Annual Park Bench Memorials		\$10,000
	Annual total	\$130,000	\$130,000

Capital Improvement Program

LID Construction Fund - 2023/2024 Project Narratives

Street and Alley Construction	2023	\$350,000
This provides for the construction of street and alley projects that are requested from citizens through LID petitions	2024	\$350,000
	Total 2023	\$350,000
	Total 2024	\$350,000

LID Construction Fund - Five-Year Plan

Year	Project	Revenue	Expenditure
2022	December 31 Ending Fund Balance		
2023	Streets & Alley Local Improvement District (LID) Bonds Street & Alley Construction	\$350,000	\$350,000
	Annual total	\$350,000	\$350,000
2024	Streets & Alley LID Bonds Street & Alley Construction	\$350,000	\$350,000
	Annual total	\$350,000	\$350,000
2025	Streets & Alley LID Bonds Street & Alley Construction	\$350,000	\$350,000
	Annual total	\$350,000	\$350,000
2026	Streets & Alley LID Bonds Street & Alley Construction	\$350,000	\$350,000
	Annual total	\$350,000	\$350,000
2027	Streets & Alley LID Bonds Street & Alley Construction	\$350,000	\$350,000
	Annual total	\$350,000	\$350,000

Building Replacement Fund - 2023/2024 Project Narratives

Vandercook Park Restroom Replacement	2023	\$300,000
Construct new restroom facilities	2024	\$0
 Library HVAC/Window Replacement	 2023	 \$1,500,000
Replace HVAC system and repair/restore historic windows	2024	\$0
	Total 2021	\$1,800,000
	Total 2022	\$0

Building Replacement Fund - Five-Year Plan

Year	Project	Revenue	Expenditure
2022	December 31 Ending Fund Balance		
2023	Miscellaneous Revenues	\$1,000	
	State Capital Funds	\$300,000	
	Washington Library CIP Grant	\$750,000	
	Other Financing Sources	\$749,000	
	Vandercook Park Restroom Replacement		\$300,000
	Library HVAC/Window Replacements		\$1,500,000
	Annual total	\$1,800,000	\$1,800,000
2024	Miscellaneous Revenues	\$0	
	No Projects Planned		
	Annual total	\$0	\$0
2025	Miscellaneous Revenues	\$1,000	
	Other Financing Sources	\$20,767,057	
	Police Vehicle Evidence Storage Pole Building		\$1,086,300
	Fire Station 81 Remodel		\$5,138,702
	Fire Station 82 Remodel		\$600,000
	Fire Station 83 Construction		\$13,943,055
	Annual total	\$20,768,057	\$20,768,057
2026	Miscellaneous Revenues	\$0	
	No Projects Planned		\$0
	Annual total	\$0	\$0
2027	Miscellaneous Revenues	\$0	
	No Projects Planned		\$0
	Annual total	\$0	\$0

Capital Improvement Program

Water Funds - 2023/2024 Project Narratives

Valve Replacements	2023	\$30,000
Replace aged and broken valves	2024	\$30,000
Large Meter Replacements	2023	\$140,000
Replace large meters to improve accuracy of readings and access for regular testing	2024	\$140,000
PRV Station Installation	2023	\$30,000
Install a new PRV station to improve water quality	2024	\$0
46th Avenue Reconstruction Water Main Replacement	2023	\$603,580
Reconstruct and widen 46th Avenue from State Route 4 to Ocean Beach Highway - replace water/sewer lines, as needed	2024	\$0
Local Improvement District (LID) Annual Program	2023	\$100,000
Allocation for water main replacements where property owners create an LID	2024	\$100,000
Dedicated Fill Line to Water Reservoir	2023	\$2,000,000
Design and construction of direct fill water lines to the Main and Mt. Solo reservoirs	2024	\$4,000,000
Fishers Lane Treatment Plant Demolition	2023	\$1,200,000
Demolish abandoned treatment plant to prepare property for sale	2024	\$0
Main Reservoir #5 Roof and Sealing	2023	\$3,240,000
Replace failing roof to maintain water quality and security	2024	\$0
Central Manufacturing District #2, Block 10, Water Main Replacement	2023	\$260,000
Replace failed main in the 500 block of alley between 14th Avenue and Oregon Way	2024	\$0
Madrona Avenue Water Main Replacements	2023	\$0
New water mains to improve reliability, water pressure and volume, and water quality	2024	\$1,476,140
Niemi Booster Pump Station Rebuild	2023	\$20,000
Rebuild station to improve efficiency and reliability	2024	\$0
Water Truck Fill Stations	2023	\$100,000
Construct two water fill stations for filling water trucks and equipment and avoiding use of hydrant meters	2024	\$100,000
Vehicle Replacement - Additional Funding	2023	\$125,000
Fund shortfall in accumulated funds needed for vehicle replacements	2024	\$0
Clark Creek Master Water Pump Station	2023	\$300,000
Design a master water pump station with direct fill line to Trella Water Reservoir and elimination of five existing water pump stations	2024	\$0

Water Funds - Five-Year Plan - continued

Public/Private Joint Utility Improvement	2023	\$50,000
Annual allocation for participation in privately-funded public improvements	2024	\$50,000
Reservoirs - Seismic Upgrades	2023	\$0
Annual seismic evaluations on water reservoirs according to Water System Plan	2024	\$158,200
Supervisory Control and Data Acquisition (SCADA) Upgrades	2023	\$0
SCADA upgrades and maintenance according to Water System Plan	2024	\$50,000
	Total 2023	\$8,198,580
	Total 2024	\$6,104,340

Water Funds - Five-Year Plan			
Year	Project	Revenue	Expenditure
2022	December 31 Ending Fund Balance		
2023	Metered Sales	\$3,554,100	
	State Pool	\$2,000	
	Other Financing Sources	\$4,642,480	
	Annual Valve Replacement Program		\$30,000
	Large Meter Replacement		\$140,000
	PRV Station Installation - Columbia Heights		\$30,000
	46th Avenue Reconstruction Water Main Replacement		\$603,580
	Clark Creek Master Water Pump Station		\$300,000
	Central Manufacturing District #2, Block 10, Water Main Replacement		\$260,000
	Local Improvement District (LID) Annual Program		\$100,000
	Public/Private Joint Utility Improvement		\$50,000
	Dedicated Fill Line to Water Reservoir		\$2,000,000
	Fishers Lane Treatment Plant Demolition		\$1,200,000
	Main Reservoir #5 Roof & Sealing		\$3,240,000
	Niemi Booster Pump Station Rebuild		\$20,000
	Water Truck Fill Stations		\$100,000
	Vehicle Replacement - Additional Funding		\$125,000
	Annual Total	\$8,198,580	\$8,198,580

Capital Improvement Program

Water Funds - Five-Year Plan - continued

2024	Metered Sales	\$3,802,890	
	State Pool	\$2,000	
	Other Financing Sources	\$2,299,450	
	Annual Valve Replacement Program		\$30,000
	Large Meter Replacement		\$140,000
	Local Improvement District (LID) Annual Program		\$100,000
	Public/Private Joint Utility Improvement		\$50,000
	Reservoirs - Seismic Upgrades		\$158,200
	Supervisory Control and Data Acquisition (SCADA) Upgrades		\$50,000
	Dedicated Fill Line to Water Reservoir		\$4,000,000
	Madrona Avenue Water Main Replacements		\$1,476,140
	Water Truck Fill Stations		\$100,000
	Annual Total	\$6,104,340	\$6,104,340
2025	Metered Sales	\$3,920,000	
	Interest	\$2,000	
	Other Financing Sources	\$894,400	
	Valve Replacements		\$30,000
	Large Meter Replacements		\$140,000
	Utility Operations Center Upgrades		\$650,000
	Local Improvement District (LID) Annual Program		\$100,000
	Public/Private Joint Utility Improvement		\$50,000
	Reservoirs - Seismic Upgrades		\$158,200
	Supervisory Control and Data Acquisition (SCADA) Upgrades		\$50,000
	Willow Grove Main Replacement		\$1,760,000
	Pacific Way Main Replacement		\$1,250,000
	Madrona Avenue Water Main Replacements		\$628,200
Annual Total	\$4,816,400	\$4,816,400	

Water Funds - Five-Year Plan - continued

2026	Metered Sales	\$4,040,000	
	Interest	\$2,000	
	Other Financing Sources	\$946,200	
	Valve Replacements		\$30,000
	Large Meter Replacements		\$140,000
	Utility Operations Center Upgrades		\$650,000
	Local Improvement District (LID) Annual Program		\$100,000
	Public/Private Joint Utility Improvement		\$50,000
	Reservoirs - Seismic Upgrades		\$158,200
	Supervisory Control and Data Acquisition (SCADA) Upgrades		\$50,000
	Trella Zone Main Replacement		\$3,810,000
	Annual Total	\$4,988,200	\$4,988,200
2027	Metered Sales	\$1,770,200	
	Interest	\$2,000	
	Other Financing Sources	\$0	
	Valve Replacements		\$30,000
	Large Meter Replacements		\$140,000
	Local Improvement District (LID) Annual Program		\$100,000
	Public/Private Joint Utility Improvement		\$50,000
	Reservoirs - Seismic Upgrades		\$158,200
	Supervisory Control and Data Acquisition (SCADA) Upgrades		\$50,000
	Trella Zone Main Replacement		\$1,090,000
	Lynnwood PRV		\$154,000
	Annual Total	\$1,772,200	\$1,772,200

Capital Improvement Program

Sewer Funds - 2023/2024 Project Narratives

Annual Sewer Main Liners	2023	\$1,600,000
Install cured-in-place plastic pipe liners in sewer mains to rehabilitate the structural integrity of the pipe and prevent groundwater infiltration	2024	\$750,000
Annual Main Replacements	2023	\$0
Replace aged and deteriorating sewer mains, many of which are concrete	2024	\$750,000
2626 38th Avenue Pump Station	2023	\$134,340
Replace pump at 38th Avenue and Pennsylvania	2024	\$0
46th Avenue Reconstruction Sewer Main Replacement	2023	\$485,000
Reconstruction and widening of 46th Avenue to include curb, gutters, sidewalks, bike lanes and replacement of the bridge at the CDID cutoff slough to a culvert	2024	\$0
Mint Farm Sewer Pump Station Odor Control	2023	\$105,000
Install equipment to control odor and corrosion	2024	\$0
Ocean Beach #4 Pump Station Odor Control Filter/Tank Replacement	2023	\$10,000
Project to replace failed tank and filter on odor control system	2024	\$0
Pump Station Rehabilitation - 2402 38th Avenue	2023	\$1,772,000
Replace pump at 38th Avenue and Oak	2024	\$0
Pump Station Rehabilitation - 2600 42nd Avenue	2023	\$134,330
Replace pump at 2600 42nd Avenue	2024	\$1,512,340
Pump Station Rehabilitation - 4014 Oak Street	2023	\$134,330
Replace pump at 4014 Oak Street	2024	\$1,687,660
Central Manufacturing District #2, Block 10, Sewer Main Replacement	2023	\$600,000
Replace failed main in the 500 block of alley between 14th Avenue and Oregon Way	2024	\$0
Public/Private Partnership	2023	\$50,000
Annual allocation for participation in privately-funded public improvements	2024	\$50,000
Local Improvement District (LID) Annual Program	2023	\$100,000
Allocation for sewer main replacements where property owners create an LID	2024	\$100,000
General Sewer Plan	2023	\$200,000
Update 2008 General Sewer Plan to establish system needs and a master plan	2024	\$0
New Equipment Purchase - Sewer Mainline Camera System	2023	\$75,000
Purchase replacement system to record and document the City's sanitary sewer system	2024	\$0
Vehicle Replacement - Additional Funding	2023	\$230,000
Fund shortfall in accumulated funds needed for vehicle replacements	2024	\$0

Sewer Funds - continued

Pump Station Design/Construction	2023	\$0
Annual allocation for necessary pump station improvements	2024	\$200,000
	Total 2023	\$5,630,000
	Total 2024	\$5,050,000

Sewer Funds - Five-Year Plan			
Year	Project	Revenue	Expenditure
2022	December 31 Ending Fund Balance		
2023	Sewer Operations	\$1,316,540	
	State Pool	\$5,000	
	Other Financing Sources	\$4,308,460	
	Annual Sewer Main Liners		\$1,600,000
	2626 38th Avenue Pump Station		\$134,340
	46th Avenue Reconstruction Sewer Main Replacement		\$485,000
	Mint Farm Sewer Pump Station Odor Control		\$105,000
	Ocean Beach #4 Pump Station Odor Control Filter/Tank Replacement		\$10,000
	Pump Station Rehabilitation - 2402 38th Avenue		\$1,772,000
	Pump Station Rehabilitation - 2600 42nd Avenue		\$134,330
	Pump Station Rehabilitation - 4014 Oak Street		\$134,330
	Central Manufacturing District #2, Block 10, Sewer Main Replacement		\$600,000
	New Equipment Purchase - Sewer Mainline Camera System		\$75,000
	Vehicle Replacement - Additional Funding		\$230,000
	General Sewer Plan		\$200,000
	Public/Private Joint Utility Improvement		\$50,000
	Local Improvement District (LID) Annual Program		\$100,000
	Annual Total	\$5,630,000	\$5,630,000
2024	Sewer Operations	\$1,313,830	
	State Pool	\$5,000	
	Other Financing Sources	\$3,731,170	
	Annual Sewer Main Liners		\$750,000
	Annual Main Replacements		\$750,000
	2626 38th Avenue Pump Station		\$1,687,660
	Pump Station Rehabilitation - 2600 42nd Avenue		\$1,512,340
	Public/Private Joint Utility Improvement		\$50,000
	Local Improvement District (LID) Annual Program		\$100,000
	Pump Station Design/Construction		\$200,000
	Annual Total	\$5,050,000	\$5,050,000

Capital Improvement Program

Sewer Fund - Five-Year Plan - continued

2025	Sewer Operations	\$1,320,000	
	Interest	\$5,000	
	Other Financing Sources	\$4,947,000	
	Annual Sewer Main Liners		\$750,000
	Annual Main Replacements		\$750,000
	Pump Station Rehabilitation - 4014 Oak Street		\$1,718,670
	Pump Station Rehabilitation - 2600 42nd Avenue		\$253,330
	Utility Operations Center Upgrades		\$650,000
	Pump Station Design/Construction		\$2,000,000
	Public/Private Joint Utility Improvement		\$50,000
	Local Improvement District (LID) Annual Program		\$100,000
	Annual Total	\$6,272,000	\$6,272,000
2026	Sewer Operations	\$1,325,000	
	Interest	\$5,000	
	Other Financing Sources	\$2,320,000	
	Annual Sewer Main Liners		\$750,000
	Annual Main Replacements		\$750,000
	Pump Station Design/Construction		\$2,000,000
	Public/Private Joint Utility Improvement		\$50,000
	Local Improvement District (LID) Annual Program		\$100,000
	Annual Total	\$3,650,000	\$3,650,000
2027	Sewer Operations	\$1,330,000	
	Interest	\$5,000	
	Other Financing Sources	\$2,315,000	
	Annual Sewer Main Liners		\$750,000
	Annual Main Replacements		\$750,000
	Pump Station Design/Construction		\$2,000,000
	Public/Private Joint Utility Improvement		\$50,000
	Local Improvement District (LID) Annual Program		\$100,000
	Annual Total	\$3,650,000	\$3,650,000

Water Filter Plant Construction Fund - 2023/2024 Project Narratives

Additional Hypochlorite Tank	2023	\$200,000
Add a third Hypochlorite tank to ensure adequate storage and resolve delivery scheduling issues	2024	\$0
Equipment Storage Building	2023	\$0
Fully-enclosed pole building for equipment storage	2024	\$125,000
Miscellaneous Capital Repairs	2023	\$75,000
Reserve funds for unplanned repairs at the Mint Farm water treatment plant	2024	\$75,000
Purchase Large Lawn Mower	2023	\$15,000
New zero-turn commercial grade mower for mowing the well field and large sections of lawn at the water treatment plant and reservoirs	2024	\$0
Purchase Small Forklift	2023	\$55,000
Small forklift for offloading and positioning shipments in storage	2024	\$0
Vehicle Replacement - Additional Funding	2023	\$80,000
Fund shortfall in accumulated funds needed for vehicle replacements	2024	\$0
Supervisory Control and Data Acquisition Programmable Logic Controller	2023	\$0
Replacement of Supervisory Control and Data Acquisition (SCADA) Programmable Logic Controller (PLC) approaching the end of it's 10-year life	2024	\$300,000
Pump Rebuilds	2023	\$0
Funding set aside for maintenance, rebuilds, and replacement to prevent catastrophic failures	2024	\$150,000
	Total 2023	\$425,000
	Total 2024	\$650,000

Capital Improvement Program

Water Filter Plant Fund - continued

Water Filter Plant Construction Fund - Five-Year Plan			
Year	Project	Revenue	Expenditure
2022	December 31 Ending Fund Balance		
2023	Water Construction Fund	\$402,500	
	Beacon Hill Water & Sewer District	\$22,500	
	Additional Hypochlorite Tank		\$200,000
	Miscellaneous Capital Repairs		\$75,000
	Purchase Large Lawn Mower		\$15,000
	Purchase Small Forklift		\$55,000
	Vehicle Replacement - Additional Funding		\$80,000
	Annual Total	\$425,000	\$425,000
2024	Water Construction Fund	\$627,500	
	Beacon Hill Water & Sewer District	\$22,500	
	Miscellaneous Capital Repairs		\$75,000
	Equipment Storage Building		\$125,000
	Supervisory Control and Data Acquisition Programmable Logic Controller		\$300,000
	Pump Rebuilds		\$150,000
	Annual Total	\$650,000	\$650,000
2025	Water Construction Fund	\$127,500	
	Beacon Hill Water & Sewer District	\$22,500	
	Equipment Storage Building		\$75,000
	Miscellaneous Capital Repairs		\$75,000
	Annual Total	\$150,000	\$150,000
2026	Water Construction Fund	\$52,500	
	Beacon Hill Water & Sewer District	\$22,500	
	Miscellaneous Capital Repairs		\$75,000
	Annual Total	\$75,000	\$75,000

Water Filter Plant Fund - Five-Year Plan - continued

2027	Water Construction Fund	\$52,500	
	Beacon Hill Water & Sewer District	\$22,500	
	Miscellaneous Capital Repairs		\$75,000
	Annual Total	\$75,000	\$75,000

Capital Improvement Program

Storm Water Fund - 2023/2024 Project Narratives

Miscellaneous Storm Water Capital Projects	2023	\$106,000
Open conveyance channel to provide emergency overflow for undersized pumps and regulate pond levels at the Mint Valley Golf Course stormwater pump station	2024	\$106,000
Mint Valley Pump Station Open Channel Improvement	2023	\$50,000
Funds for stormwater improvement or repair projects not yet identified	2024	\$0
	Total 2023	\$156,000
	Total 2024	\$106,000

Storm Water Fund - Five-Year Plan			
Year	Project	Revenue	Expenditure
2022	December 31 Ending Fund Balance		
2023	Impervious Area Billings	\$156,000	
	Miscellaneous Storm Water Capital Projects		\$106,000
	Mint Valley Pump Station Open Channel Improvement		\$50,000
	Annual total	\$156,000	\$156,000
2024	Impervious Area Billings	\$106,000	
	Miscellaneous Storm Water Capital Projects		\$106,000
	Annual total	\$106,000	\$106,000
2025	Impervious Area Billings	\$619,050	
	Interest	\$10,000	
	Miscellaneous Storm Water Capital Projects		\$128,050
	Pacific Way Drainage Improvements		\$125,000
	Vehicle for Storm Water BMP Maintenance Tech		\$35,000
	Vehicle Replacement - Additional Funding		\$345,000
	Annual total	\$629,050	\$633,050
2026	Impervious Area Billings	\$435,050	
	Interest	\$10,000	
	Miscellaneous Storm Water Capital Projects		\$120,050
	Vehicle Replacement - Additional Funding		\$325,000
	Annual total	\$445,050	\$445,050

Storm Water Fund - Five-Year Plan - continued

2027	Impervious Area Billings	\$113,400	
	Interest	\$10,000	
	Miscellaneous Storm Water Capital Projects		\$123,400
	Annual total	\$123,400	\$123,400

Capital Improvement Program

Public Transit Fund - 2023/2024 Project Narratives

ADA Bus Stop Pads	2023	\$25,000
Install ADA compliant concrete or asphalt pads at bus stops	2024	\$20,000
to improve access to buses for riders with mobility challenges		
Fixed Route Vehicle Purchases	2023	\$2,293,480
Replace fixed route vehicles past their useful service life	2024	\$821,250
Paratransit Vehicle Purchases	2023	\$1,446,880
Replace paratransit, ADA Supervisor, and cutaway vehicles past their useful service life	2024	\$184,210
Transit Bus Stop Amenities	2023	\$125,000
Install bus schedule holders, benches, garbage cans, bike racks, and solar lighting for bus stop safety	2024	\$5,000
	Total 2023	\$3,890,360
	Total 2024	\$1,030,460

Transit - Five-Year Plan			
Year	Project	Revenue	Expenditure
2022	December 31 Ending Fund Balance		
2023	Cowlitz Transit Authority	\$1,208,120	
	Federal Grants	\$2,682,240	
	ADA Bus Stop Pads		\$25,000
	Fixed Route Vehicle Purchases		\$2,293,480
	Paratransit Vehicle Purchases		\$1,446,880
	Transit Bus Stop Amenities		\$125,000
	Annual total	\$3,890,360	\$3,890,360
2024	Cowlitz Transit Authority	\$0	
	Federal Grants	\$1,030,460	
	ADA Bus Stop Pads		\$20,000
	Fixed Route Vehicle Purchases		\$821,250
	Paratransit Vehicle Purchases		\$184,210
	Transit Bus Stop Amenities		\$5,000
	Annual total	\$1,030,460	\$1,030,460

Public Transit Fund - Five-Year Plan - continued

2025	Cowlitz Transit Authority	\$25,000	
	Federal Grants	\$0	
	ADA Bus Stop Pads		\$20,000
	Transit Bus Stop Amenities		\$5,000
	Annual total	\$25,000	\$25,000
2026	Cowlitz Transit Authority	\$25,000	
	Federal Grants	\$0	
	ADA Bus Stop Pads		\$20,000
	Transit Bus Stop Amenities		\$5,000
	Annual total	\$25,000	\$25,000
2027	Cowlitz Transit Authority	\$25,000	
	Federal Grants	\$0	
	ADA Bus Stop Pads		\$20,000
	Transit Bus Stop Amenities		\$5,000
	Annual total	\$25,000	\$25,000

Capital Improvement Program

Mint Valley Golf - 2023/2024 Project Narratives

Mint Valley Golf Irrigation Pump Station	2023	\$400,000
Replace defunct pump station in order to switch back to grey water system and extend life of the system	2024	\$0
 Mint Valley Golf Poles/Netting	 2023	 \$100,000
Install new poles and netting at the end of the driving range	2024	\$0
 Mint Valley Golf Facility Needs Assessment	 2023	 \$50,000
Community needs assessment that includes a long-range facility plan for the Mint Valley Golf Course and Racquet Complex	2024	\$0
	Total 2023	\$550,000
	Total 2024	\$0

Mint Valley Golf - Five-Year Plan

Year	Project	Revenue	Expenditure
2022	December 31 Ending Fund Balance		
2023	Capital Project Fund	\$550,000	
	Mint Valley Golf Irrigation Pump Station		\$400,000
	Mint Valley Golf Poles/Netting		\$100,000
	Mint Valley Facility Needs Assessment		\$50,000
	Annual total	\$550,000	\$550,000
2024			
	Annual total	\$0	\$0
2025			
	Annual total	\$0	\$0
2026			
	Annual total	\$0	\$0
2027			
	Annual total	\$0	\$0

Equipment Rental - 2023/2024 Project Narratives

Vehicle and Equipment Purchases and Replacements	2023	\$3,512,370
Purchase new and replacement equipment and vehicles per approval and replacement schedule	2024	\$744,540
 Fleet Operations - Diesel Exhaust Fluid Dispenser	 2023	 \$50,000
Add a DEF dispenser to the fuel island that would allow operators to dispense their own DEF through the cardlock and be billed automatically the same way fuel is	2024	\$0
 Fleet Operations - Air Conditioning Service Machine	 2023	 \$14,000
New service machine to handle newer, more environmentally friendly, refrigerants	2024	\$0
 Fleet Operations - 2-Post Vehicle Lift	 2023	 \$0
Replace aging 2-post Challenger lift that can no longer be recertified	2024	\$15,000
	 Total 2021	 \$3,576,370
	Total 2022	\$759,540

Equipment Rental - Five-Year Plan			
Year	Project	Revenue	Expenditure
2022			
2023	Fund Balance	\$0	
	Interfund Charges	\$3,576,370	
	Finance		\$32,240
	Facility Maintenance		\$127,910
	Engineering		\$44,550
	Traffic		\$138,930
	Street Maintenance		\$320,890
	Police		\$231,020
	Recreation		\$83,540
	Water		\$241,860
	Sewer		\$1,098,520
	Filter		\$174,260
	Storm Water		\$365,850
	Urban Forest		\$238,680
	Parks		\$414,120
	Fleet Operations - Diesel Exhaust Fluid Dispenser		\$50,000
	Fleet Operations - Air Conditioning Service Machine		\$14,000
	Annual total	\$3,576,370	\$3,576,370

Capital Improvement Program

Equipment Rental- Five-Year Plan - continued

2024	Fund Balance	\$0	
	Interfund Charges	\$759,540	
	Facility Maintenance		\$90,550
	Police		\$366,480
	Storm Water		\$276,810
	Urban Forest		\$10,700
	Fleet Operations - 2-Post Vehicle Lift		\$15,000
	Annual total	\$759,540	\$759,540
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2025	No Projects Planned	\$0	\$0
	Annual total	\$0	\$0
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2026	No Projects Planned	\$0	\$0
	Annual total	\$0	\$0
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2027	No Projects Planned	\$0	\$0
	Annual total	\$0	\$0
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