
City of Poulsbo, Washington



2016 – 2021

City Improvement Plan



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Engineering Department
City of Poulsbo

City Improvement Plan City of Poulsbo, Washington



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CITY OF POULSBO
2016-2021 City Improvement Plan

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CITY OF POULSBO

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INTRODUCTION

The State of Washington Growth Management Act of 1990 (GMA) requires that the City of Poulsbo develop a Comprehensive Plan outlining its strategy with respect to land use, housing, capital facilities, utilities, public facilities and transportation. A key component of this plan is the City's Capital Facilities Plan (CFP). In addition to serving as an important planning tool, the CFP also places certain obligations on the City. First of all, the CFP is required to be a fully funded plan, identifying funding sources for all projects and expenditures included in the plan. Secondly, land use decisions which rely on future infrastructure improvements, impose an obligation on the City to complete the improvements within six years of development, provided the improvement has concurrency requirements.

The key detailed strategies and programs necessary to implement the CFP are outlined in the City Improvement Plan (CIP), which is a long-range study of financial wants, needs, expected revenues and policy intentions. The City Improvement Plan (CIP) communicates the City's six-year plan for capital construction and major acquisitions. The plan is consistent with the City's Mission Statement, Council goals, department priorities and service level standards necessary to maintain the safety and quality of life of our citizens.

The City's Mission Statement:

The City of Poulsbo is committed to managing the public's resources to promote community health, safety and welfare, and plan for the future to accommodate growth without burden while preserving our natural resources and enhancing those qualities that make our community unique and desirable.

Capital construction projects and major acquisitions in the CIP are divided into three categories: General Purpose, Transportation and Enterprise.

- **General Purpose** - Projects and improvements dealing with police, parks and recreation and the City's public buildings;
- **Transportation** - Projects dealing with vehicle and pedestrian transportation and, for the most part, duplicates our Transportation Improvement Plan (TIP); and,
- **Enterprise** - Projects associated with the City's utilities – Water, Sewer, Storm Water and Solid Waste.

COMPREHENSIVE PLAN

The state's Growth Management Act of 1990 requires all cities within counties planning under the Act adopt a Comprehensive Land Use Plan. Mandatory elements of the Comprehensive Plan are:

- Land use
- Housing
- Utilities
- Transportation
- Capital facilities

CAPITAL FACILITIES PLAN (CFP)

The Capital Facilities Plan (CFP) element of the Comprehensive Plan must include:

- An inventory of existing capital facilities owned by public entities showing the location and capacities of the capital facilities;
- A forecast of the future needs for such facilities;
- The proposed locations and capacities of expanded or new capital facilities;
- At least a six-year plan that will finance such capital facilities within projected funding capacities, which clearly identifies sources of public money for such purposes; and
- A reassessment of the land use element if probable funding falls short of meeting existing needs and to ensure the land use element, capital facilities element, and financing plan in the Capital Facilities Plan element are consistent.

CITY IMPROVEMENT PLAN (CIP)

The City Improvement Plan (CIP) is a long-range study of financial wants, needs, expected revenues and policy intentions. It is not a budget but provides facts, trends and suggestions for decision-makers. Its components are:

- | | |
|--------------------------|---------------------|
| • General Purpose | • Enterprise |
| Parks and Recreation | Water |
| Municipal buildings | Sewer |
| Police | Solid Waste |
| • Transportation | Storm Drain |
| Roads | |
| Paths & Trails | |

The actual appropriation which represents the amount that will be used to implement a part of the City Improvement Plan in the coming years is the:

ANNUAL CAPITAL BUDGET

CITY OF POULSBO
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PROJECT PRIORITIZATION CRITERIA

Anticipated growth and development within the City is compared against existing facilities and infrastructure to ensure established level of service standards will continue to be met. If situations are identified where growth or development will degrade service levels, projects are identified to rectify the situation. In addition, the public, Council members or City staff may suggest specific capital facility projects or major purchases. In all cases, the suggestion is forwarded to the appropriate Council committee for review and for cost projections. A complete financial package was provided to City Council during a Council Workshop.

Since service level standards and criteria are different for each category of projects, the prioritization criteria are also different. The only consistent criteria is the furtherance of City Council established goals and objectives and implementation of Comprehensive Plan policies. The specific prioritization criteria for each category are listed below and a detailed description of the prioritization criteria is provided in the appendix. The department or fund, as appropriate, will determine the final project rankings, based on the prioritization criteria.

General Purpose Criteria

Legal Mandates	Project Feasibility
Health and Safety	GMA Compliance
Economic Development	Liability
Operation and Maintenance/Reliability	Other Impacts

Transportation Criteria

Safety	Economic Development
Mobility	O&M Cost Impact
Structural Condition	Legal Mandate
Multimodal/Intermodal	Relationship to Plans and Policies
Multi-Agency	Environmental Issues
Project Cost	Other Impacts

Enterprise Criteria

Legal or Contractual Mandate	Relationship to Other Project
Health and Safety	Relationship to Plans and Policies
Reliability and Efficiency	Project Costs
Environmental Issues	Number of Customers or Area Affected
Economic Development	Other Impacts

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FINANCING THE CIP

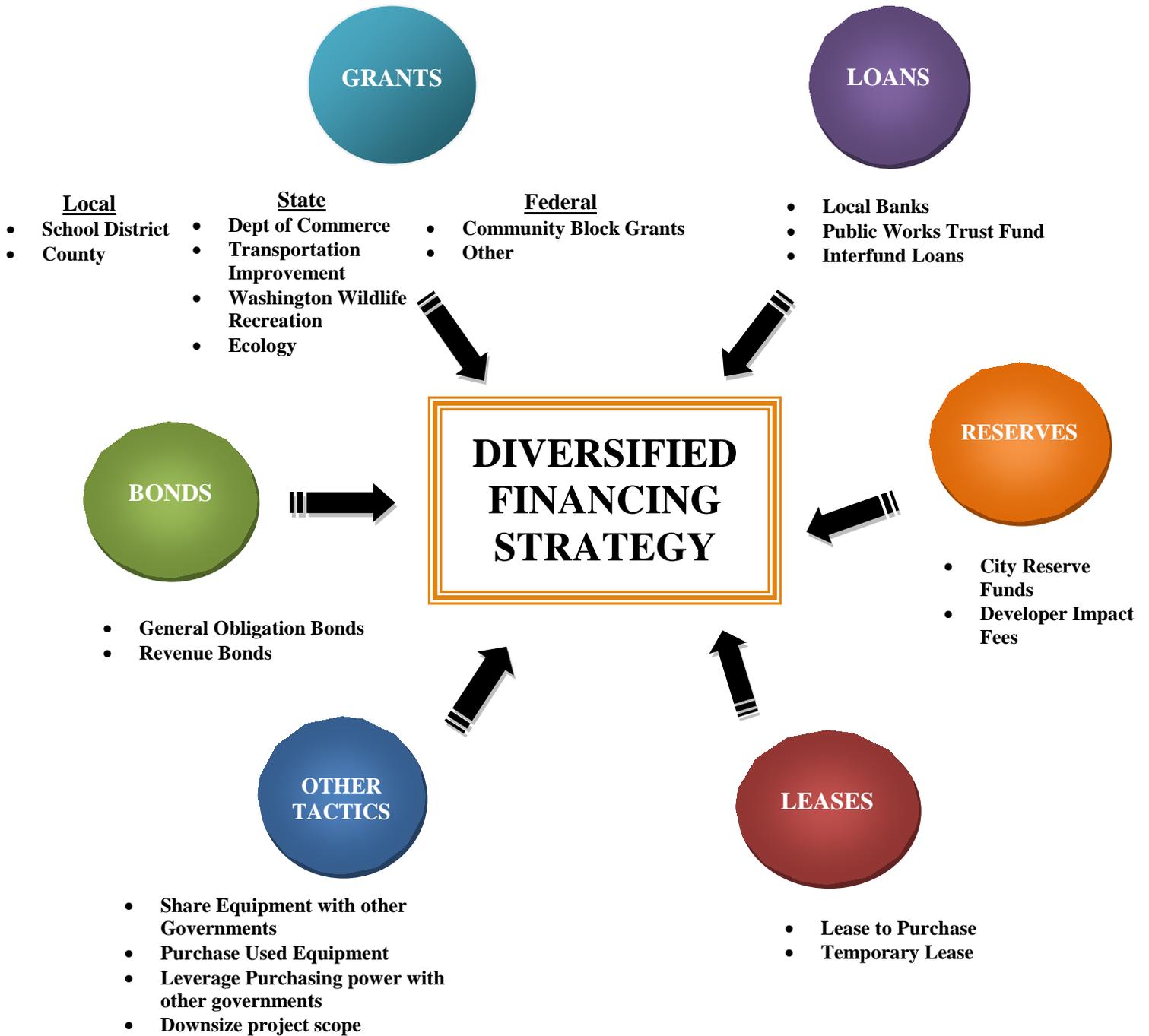
State and Federal mandates continue to impose financial burdens on the City. At the same time, recent funding constraints have left us with aging infrastructure (roadways, utility lines and municipal facilities), which require high maintenance and eventual replacement in the not-so-distant future. Looking ahead, the City needs to diversify its revenue base and attract new industry to our area, which requires investment in site development. Where development is allowed to proceed, the infrastructure improvement must occur to avoid a reduction in service level standards. Since development decisions can be predicated on future infrastructure improvements, all sources of project funding must be identified as part of the plan. Most of our current revenue sources are used to either cover operating expenses, provide for current debt payments or to build reserves. Therefore, very few new projects can be considered without looking for new funding sources.

In order to finance the CIP, the City has at its disposal a multitude of possible funding sources including taxes, utility rates, grants, impact fees, reserves and donations. The City also has the ability to raise taxes, existing utility rates or, in a few limited cases, impose new taxes to generate additional revenue. However, new taxes could be unpopular with our citizens so any decision to move in that direction will not be easy.

In addition, the City can issue bonds and use the proceeds to finance capital spending. However, when considering debt financing, the City is obligated to a fixed payment stream to pay off the debt. Therefore, the CIP addresses financing sources from the stand point of annual cash flow requirements and the summary of capital projects and funding sources lists projected annual funding obligations.

Finally, while certain capital facilities could be financed by voted bonds, there are limits to the City's total indebtedness without degrading our ability to receive a favorable bond rating. Page 9-11 contains a list of annual debt payments, bond retirement date and the overall debt limit available to the City. Over the course of the six-year focus period, some debt obligations will be repaid in full, thus freeing up funds to support new obligations.

**CITY OF POULSBO
2016-2021 City Improvement Plan**



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2016-2021 City Improvement Plan

LONG-TERM DEBT OBLIGATIONS AND DEBT CAPACITY

As the demand for public sector investment and infrastructure continues to grow, the issuance of medium to long term debt has become an increasingly important component of state and local government capital programs. While the issuance of debt is frequently an appropriate method of financing capital projects, it also requires careful monitoring to ensure an erosion of the City's credit quality does not result. A decision to borrow money binds the City to a stream of debt service payments that can last as long as twenty-five years. It is therefore imperative the City consistently follow carefully developed debt management policies to ensure the City's credit quality and access to the tax-exempt and tax credit markets remains strong.

The implementation of the City's formal debt policies is an important component of the City's overall capital program. Formal debt policies send a clear message to credit analysts, underwriters and investors that the City is administering its debt program in a responsible manner and in compliance with its policies relative to debt management. The City of Poulsbo has received an underlying "AA" rating from Standard & Poors for its last General Obligation Bonds issue.

The two basic forms of long-term debt are general obligation issues which are backed by the full faith and credit (i.e. taxes) of the City, and revenue bonds which pledge revenues from a specific utility for repayment. The City of Poulsbo portfolio utilizes both general obligation and revenue debt to fund its operations. Under RCW 39.36.020(2), the public may vote to approve bond issues for general government in an amount not to exceed 2.5% of the City's assessed valuation. Within the 2.5% limit, the City Council may approve bond issues not to exceed 1.5% of the City's assessed valuation. Currently, the City's remaining debt capacity within the 2.5% limit is estimated at \$22,128,684. Under RCW 39.36.030(4), the public may also vote to approve park facilities and utility bond issues, each of which is also limited to 2.5% of the City's assessed valuation. Thus a total of 7.5% of the City's assessed valuation may be issued in bonds. All voted bonds require a 60% majority approval. To validate the election, the total votes cast must equal at least 40% of the total votes cast in the last general election.

Project	Type	Duration	Interest Rate	Amount Issued	Outstanding
City Hall 2009	Non Voted	2009 - 2033	1.4% - 5.5%	6,015,000	560,000
Park & Rec	Non Voted	2010 - 2030	3.78%	310,000	255,000
City Hall 2012	Non Voted	2012-2031	2%-3.5%	1,795,000	1,710,000
2003 LTGO Bond - refi 2012 City Hall	Non Voted	2012-2017	.4%-2%	660,000	195,000
2015 LTGO Bond	Non Voted	2015-2035	2% - 4%	7,320,000	7,210,000
				\$ 16,100,000	\$ 9,930,000
This Debt is controlled by assessed Valuation Debt Limits					
2015 Assessed Valuation \$ 1,282,347,366					
X 0.025	=	\$ 32,058,684	Limited for Combined Debt	Balance Available	\$ 22,128,684
X 0.015	=	\$ 19,235,210	Limited for Non-Voted Debt	Balance Available	\$ 9,305,210
Balance Available for Voted Debt				\$	12,823,474

BOND DEBT TO MATURITY						
General Obligation (GO)				Revenue Bonds		
Year	Principal	Interest	Total	Principal	Interest	Total
2016	635,000	360,810	995,810	457,000	32,154	489,154
2017	655,000	343,020	998,020	475,000	16,388	491,388
2018	575,000	324,430	899,430	-	-	-
2019	595,000	306,141	901,141	-	-	-
2020	610,000	51,710	661,710	-	-	-
2021	630,000	48,810	678,810	-	-	-
2022	650,000	45,416	695,416	-	-	-
2023	680,000	41,835	721,835	-	-	-
2024	700,000	38,085	738,085	-	-	-
2025	740,000	33,963	773,963	-	-	-
2026	420,000	29,558	449,558	-	-	-
2027	430,000	24,975	454,975	-	-	-
2028	445,000	20,088	465,088	-	-	-
2029	465,000	15,000	480,000	-	-	-
2030	485,000	9,725	494,725	-	-	-
2031	485,000	4,725	489,725	-	-	-
2032	355,000	-	355,000	-	-	-
2033	375,000	-	375,000	-	-	-
TOTAL	9,930,000	1,698,290	11,628,290	932,000	48,542	980,542

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CITY OF POULSBO
2016-2021 City Improvement Plan

SOURCES OF FUNDING

RESERVES

Historically, whenever possible, the City of Poulsbo has utilized a “pay-as-you-go” approach to funding capital projects. To that end, several reserve accounts have been established.

Utility Reserves: The City transfers into the utility reserves an amount equal to 100% of the depreciation expense which allows the City to prolong the need to go out for debt on smaller projects, and be able to fund the entire project.

Police Reserves: These reserves are in place to purchase, or at least partially fund, large equipment purchases.

Street, Street Reserve and Park Reserve Funds: Of the City’s property taxes collected in the General Fund, the City transfers \$635,000 into the Street Fund to fund maintenance and operations along with small street projects, \$95,000 into the Park Reserve Fund and \$253,000 into the Street Reserve Fund for capital projects and neighborhood street maintenance. The City will transfer \$198,000 to Street Reserves (Fund 311) for pavement restoration capital projects. This amount has been segregated for future maintenance and transportation projects. Traffic Impact Fees will transfer \$270,000 to support specific street projects. The City also uses the second one-quarter percent (1/4%) of the Real Estate Excise Tax (REET) for City streets and Debt Payments. The City will transfer the first one-quarter percent (1/4%) of REET plus an amount from reserves to the Debt Service Fund (204) to help fund the City Hall Debt Service.

BOND FINANCING

In 2003, the City went out for debt to fund the refinancing of the City Hall Morris property and three city transportation projects; Finn Hill Road, 10th Avenue and Caldart Avenue. In 2010, the City secured a \$2.0M Line of Credit Bond Anticipation Note intended to bridge the receipt of proceeds from the sale of property and/or issuance of bonds. These bonds were refunded with a bond issue in 2012. The debt payments for the combined 2012 City Hall debt are projected to be paid from General Fund dollars and REET revenue.

At the end of 2005, the City issued bonds for the purchase of a large parcel of land, civil site work and an architectural design contract for a new City Hall. In 2009, the City issued an additional \$6 million to fund the construction of the new City Hall. These bonds were refunded in 2015, thereby lowering the amount of interest paid. The debt payments for the 2015 LTGO debt are projected to be paid from General Fund dollars and REET.

In 2010, the City financed the \$310,000 purchase of the Park and Recreation building with a LOCAL certificate of participation with the State of Washington. These debt payments are projected to be paid from the General Fund but funded by rental revenue from the building.

IMPACT FEES

As authorized by RCW 82.02.050, the City has enacted the collection of impact fees on new development activity. Consistent with the level of service standards and capital facilities needs identified in the City's Capital Facilities Plan, impact fees collected will provide a funding source, in conjunction with public and other funding sources, for capital improvement projects to the City's transportation and park system.

POTENTIAL NEW FUNDING

It is particularly important to consider new sources of funding that could support projects that would otherwise be funded through the City's General Fund including:

Hotel/Motel Tax: The City could use the additional amount remaining of the second 2% to fund projects that would qualify for this tax use (i.e. Bathrooms, cultural arts, etc.)

B & O Tax: The City is currently part of the minority of cities in the State of Washington that do not impose a business and occupation (B & O) tax. All cities are authorized to establish such a tax and doing so could generate additional dollars annually for capital projects.

Parking Fees: At this time, public parking in the City is provided at no cost. In the future, the City could establish parking fees to fund future parking improvements.

SUMMARY OF CAPITAL PROJECTS and FUNDING SOURCES
2016 - 2021 CIP BUDGET

General Purpose Projects								
Projects	Prior Years	2016	2017	2018	2019	2020	2021	Total
General/Municipal Facilities	\$ 3,225,000	\$ 400,000	\$ 6,545,000	\$ -	\$ -	\$ -	\$ -	\$ 10,170,000
Park Projects	\$ 4,484,630	\$ 251,000	\$ 465,000	\$ 955,000	\$ 405,000	\$ 116,500	\$ 5,000	\$ 6,682,130
Total General Purpose	\$ 7,709,630	\$ 651,000	\$ 7,010,000	\$ 955,000	\$ 405,000	\$ 116,500	\$ 5,000	\$ 16,852,130
Funding	Prior Years	2016	2017	2018	2019	2020	2021	Total
Grants	\$ 2,921,144	\$ 16,000	\$ 80,000	\$ 500,000	\$ 225,000	\$ 50,000	\$ -	\$ 3,792,144
City Revenues	3,832,859	635,000	310,000	205,000	105,000	66,500	5,000	5,159,359
Debt	-	-	6,000,000	-	-	-	-	6,000,000
Lease/Sale	-	-	500,000	-	-	-	-	500,000
Donation/In-Kind	955,627	-	120,000	250,000	75,000	-	-	1,400,627
Total General Purpose	\$ 7,709,630	\$ 651,000	\$ 7,010,000	\$ 955,000	\$ 405,000	\$ 116,500	\$ 5,000	\$ 16,852,130

Transportation Projects								
Projects	Prior Years	2016	2017	2018	2019	2020	2021	Total
Streets Projects	\$ 1,263,763	\$ 2,195,000	\$ 3,440,000	\$ 6,465,000	\$ 2,710,000	\$ 150,000	\$ 2,845,000	\$ 19,068,763
Total Trans. Projects	\$ 1,263,763	\$ 2,195,000	\$ 3,440,000	\$ 6,465,000	\$ 2,710,000	\$ 150,000	\$ 2,845,000	\$ 19,068,763
								\$ -
Funding	Prior Years	2016	2017	2018	2019	2020	2021	Total
Grants	\$ 787,450	\$ 1,700,000	\$ 2,650,000	\$ 5,804,000	\$ 2,060,000	\$ -	\$ 2,175,000	\$ 15,176,450
City Revenues	476,313	495,000	790,000	661,000	650,000	150,000	670,000	3,892,313
Total Trans. Projects	\$ 1,263,763	\$ 2,195,000	\$ 3,440,000	\$ 6,465,000	\$ 2,710,000	\$ 150,000	\$ 2,845,000	\$ 19,068,763

Enterprise Projects								
Projects	Prior Years	2016	2017	2018	2019	2020	2021	Total
Sewer Projects	\$ 6,136,530	\$ 6,618,000	\$ 5,933,000	\$ 353,000	\$ 210,000	\$ 5,200,000	\$ -	\$ 24,450,530
Water Projects	1,734,000	1,725,000	985,000	1,405,000	470,000	800,000	900,000	8,019,000
Storm Drain	487,500	626,000	2,153,300	1,946,000	1,990,000	686,000	1,709,000	9,597,800
Solid Waste	-	-	-	-	-	-	-	-
Total Enterprise Projects	\$ 8,358,030	\$ 8,969,000	\$ 9,071,300	\$ 3,704,000	\$ 2,670,000	\$ 6,686,000	\$ 2,609,000	\$ 42,067,330
Funding	Prior Years	2016	2017	2018	2019	2020	2021	Total
Grants	\$ 337,500	\$ 500,000	\$ 1,526,000	\$ 1,396,000	\$ 1,590,000	\$ 400,000	\$ 1,355,000	\$ 7,104,500
Non Voted Debt		\$ 4,000,000	\$ 3,500,000			\$ 4,000,000		\$ 11,500,000
City Revenues	8,020,530	4,469,000	4,045,300	2,308,000	1,080,000	2,286,000	1,254,000	23,462,830
Total Enterprise Projects	\$ 8,358,030	\$ 8,969,000	\$ 9,071,300	\$ 3,704,000	\$ 2,670,000	\$ 6,686,000	\$ 2,609,000	\$ 42,067,330

Total Projects	17,331,423	11,815,000	19,521,300	11,124,000	5,785,000	6,952,500	5,459,000	\$ 77,988,223
Total Funding	17,331,423	11,815,000	19,521,300	11,124,000	5,785,000	6,952,500	5,459,000	\$ 77,988,223

CITY OF POULSBO

2016-2021 CITY IMPROVEMENT PLAN

GENERAL PURPOSE PROGRAM



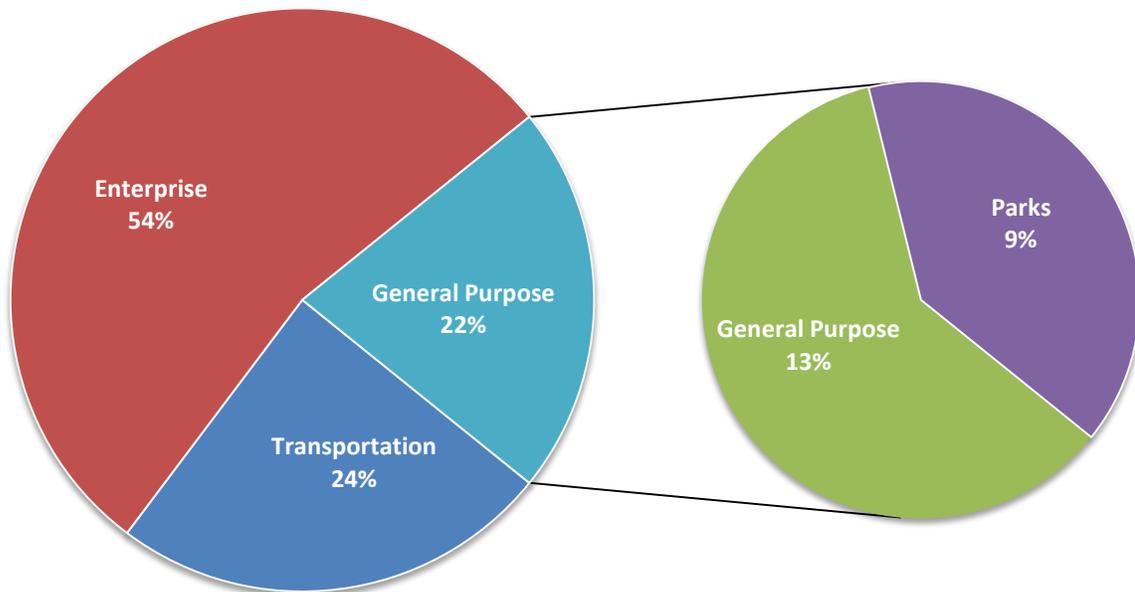
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GENERAL PURPOSE PROGRAM

The General Purpose Program element of the City Improvement Plan comprises Police, Parks & Recreation and General Government projects. Combined, they represent \$16,852,130 or 22% of the \$77,988,223 City Improvement Plan. This 22% represents park projects that rely heavily on grant funding.

Several park projects will be phased out over the next multiple years. A parcel of land was purchased for the intent of a new Public Works Complex, design is anticipated to begin in 2016 with construction starting in late 2016. The new facility should be fully operational in 2017.

General Purpose Expenditures



CITY IMPROVEMENT PLAN PROGRAM	AMOUNT
General Purpose	\$ 16,852,130
Transportation	\$ 19,068,763
Enterprise	\$ 42,067,330
TOTAL CAPITAL PROGRAM	\$ 77,988,223

2016 - 2021 GENERAL PURPOSE CAPITAL IMPROVEMENTS

Page #	Project Name	Prior Years Costs	2016 Project Cost	2017 Project Cost	2018 Project Cost	2019 Project Cost	2020 Project Cost	2021 Project Cost	Total Project Cost
	General Projects/Municipal Facilities								
1	PW Complex Relocation	3,225,000	400,000	6,500,000					10,125,000
	2-State Grants	407,000							407,000
	6-Non-Voted Bonds			6,000,000					6,000,000
	7 - City/Utility Reserves	2,818,000	400,000						3,218,000
	11-Sale of PW Prop			500,000					500,000
2	Library Roof Replacement			45,000					45,000
	13-Donation/In-Kind			45,000					45,000
	Total Municipal Facility Projects	\$ 3,225,000	\$ 400,000	\$ 6,545,000					\$ 10,170,000
	Total Municipal Facility Funding Sources	\$ 3,225,000	\$ 400,000	\$ 6,545,000					\$ 10,170,000
	2-State Grants	407,000							407,000
	6- Non-Voted Bonds		-	6,000,000					6,000,000
	7 - City/Utility Reserves	2,818,000	400,000						3,218,000
	11 - Sale of Property		-	500,000					500,000
	13 - Donation/In-Kind			45,000					45,000

Page #	Project Name	Prior Years Costs	2016 Project Cost	2017 Project Cost	2018 Project Cost	2019 Project Cost	2020 Project Cost	2021 Project Cost	Total Project Cost
	Park Projects								
3	Centennial Park	860,308	25,000				111,500		1,246,808
	2-State Grants					250,000			
	7-City/Utility Reserves	214,308				150,000	50,000		200,000
	8 - City Impact Fees	46,000	25,000			25,000	25,000		264,308
	10-Real Estate Excise Tax	600,000				75,000	36,500		182,500
4	Poulsbo Fish Park Restoration	3,509,322	26,000	165,000	755,000	155,000	5,000	5,000	4,620,322
	1-Federal Grants	150,000							150,000
	2-State Grants	2,364,144	16,000	80,000	500,000	75,000			3,035,144
	7-City/Utility Reserves	139,551	10,000	10,000	5,000	5,000	5,000	5,000	179,551
	13-Donation/In-Kind	855,627		75,000	250,000	75,000			1,255,627
5	Morrow Manor Park	115,000	50,000	300,000	200,000				665,000
	7-City/Utility Reserves	15,000		150,000					165,000
	8 - City Impact Fees		50,000	150,000	200,000				400,000
	13-Donation/In-Kind	100,000							100,000
6	Vista Park		50,000						50,000
	8 - City Impact Fees		50,000						50,000
7	Muriel Iverson Williams Restrooms		100,000						100,000
	7-City/Utility Reserves		50,000						50,000
	8 - City Impact Fees		50,000						50,000
	Total Park and Recreation Projects	\$ 4,484,630	\$ 251,000	\$ 465,000	\$ 955,000	\$ 405,000	\$ 116,500	\$ 5,000	\$ 6,682,130
	Total Park and Recreation Funding Sources	\$ 4,484,630	\$ 251,000	\$ 465,000	\$ 955,000	\$ 405,000	\$ 116,500	\$ 5,000	\$ 6,682,130
	1 - Federal Grants	150,000							150,000
	2 - State Grants	2,364,144	16,000	80,000	500,000	225,000	50,000		3,235,144
	7 - City/Utility Reserves	368,859	60,000	160,000	5,000	30,000	30,000	5,000	658,859
	8 - City Impact Fees	46,000	175,000	150,000	200,000	75,000	36,500		682,500
	10 - Real Estate Excise Tax	600,000							600,000
	13 - Donation/In-Kind	955,627	-	75,000	250,000	75,000			1,355,627
	Total General Purpose Capital Projects	\$ 7,709,630	\$ 651,000	\$ 7,010,000	\$ 955,000	\$ 405,000	\$ 116,500	\$ 5,000	\$ 16,852,130
	Total General Purpose Funding Sources	\$ 7,709,630	\$ 651,000	\$ 7,010,000	\$ 955,000	\$ 405,000	\$ 116,500	\$ 5,000	\$ 16,852,130

Project Name: Public Works Complex Relocation

Project Description

Budget: \$10,125,000 **Purpose:** General Purpose
Location: N. Viking Road **Project Manager:** Andrzej Kasiniak, P.E.

Description: Relocation of the Public Works complex.

Justification: Upgrade of facilities (poor condition, drainage problems) and relocate to area where there is less conflict with nearby public uses. The first Phase of the project began in 2012 with the site work for the Solid Waste Transfer Station. This Phase continued through 2014/2015 with construction of a Decant Facility, this portion was partially funded by a DOE Grant (\$407K). In January of 2015 the design phase of the new administration building, shops and vehicle storages was initiated. The design phase should be completed by July 2016 and will cost approximately \$500,000 . The construction phase will begin the second half of 2016 and the PW facilities should be fully operational in 2017. To finance this project, the City will issue bonds in 2016 in the amount of \$6,000,000. The GF will be responsible for approximately 26% of the costs which is equivalent to \$125,000/year payment.

Start Date: 2010 **Completion Date:** 2017

Capital Funding

Sources of Funding

		Prior Years	Six-Year Plan					Total	
			2016	2017	2018	2019	2020		2021
1	Federal Grants								-
2	State Grants								-
5	Voted Bonds								-
6	Non-Voted Bonds			6,000,000					6,000,000
7	City/Utility Reserves	2,818,000	400,000						3,218,000
8	DOE Grant	407,000							407,000
11	Sale of PW Prop			500,000					500,000
	Total	3,225,000	400,000	6,500,000	-	-	-	-	10,125,000

Capital Costs

		Prior Years	Six-Year Plan					Total Costs	
			2016	2017	2018	2019	2020		2021
	Planning & Design	375,000	400,000						775,000
	Land/ Right of Way	1,100,000							1,100,000
	Construction	1,730,000		6,200,000					7,930,000
	Management	20,000		300,000					320,000
	Total	3,225,000	400,000	6,500,000	-	-	-	-	10,125,000

Estimated Impact on Future Operating Budgets

Notes: There will be debt payments in the future operating budget.

		Prior Years	Six-Year Plan					Total Costs	
			2016	2017	2018	2019	2020		2021
	Operating								
	Debt			480,000	480,000	480,000	480,000	480,000	2,400,000
	Total								

Project Name: Library Roof Replacement

Project Description

Budget: \$45,000 **Purpose:** General Purpose
Location: Library Lincoln Rd **Project Manager:** Dan Wilson
Description: The Library's roof is older and in need of replacement.
Justification: The existing roof at the Library is at the end of its useful life and needs to be replaced

Start Date: 2017 **Completion Date:** 2017

Capital Funding

Sources of Funding

		Prior Years	Six-Year Plan						Total
			2016	2017	2018	2019	2020	2021	
1	Federal Grants								-
2	State Grants								-
3	County								-
5	Voted Bonds								-
7	City/Utility Reserves								-
8	DOE Grant								
13	Donation/In-Kind			45,000					45,000
	Total	-	-	45,000	-	-	-	-	45,000

Capital Costs

		Prior Years	Six-Year Plan						Total Costs
			2016	2017	2018	2019	2020	2021	
	Planning & Design								-
	Land/ Right of Way								-
	Construction			40,000					40,000
	Management			5,000					5,000
	Total			45,000	-	-	-	-	45,000

Estimated Impact on Future Operating Budgets

Notes: There will be no additional impact on future operating budget.

		Prior Years	Six-Year Plan						Total Costs
			2015	2016	2017	2018	2019	2020	
	Operating								
	Debt								
	Total								

Project Name: Centennial Park

Project Description

Budget: \$1,246,808 **Purpose:** Parks
Location: Corner of 7th and Iverson **Project Manager:** Mary McCluskey
Description: The 2.5 acre parcel, located at the corner of 7th Avenue and Iverson Street, was purchased in 2000 by the City for future offices. Because Dogfish Creek runs through the property and subsequent Critical Areas Ordinance guidelines, building new structures on this site is not feasible. It was retained as an urban park because of its proximity to shopping, medical offices, the library, and public transportation. A master plan was completed in 2007 and development began in 2008 with clearing and the installation of the Centennial sculpture. Phase 2 included more development including picnic tables, landscaping and a bridge over the creek. Master planning to include the former Public Works property will help determine its highest and best use.
Justification: In the center of the city; connectivity to other public services; a nice, urban setting.
Start Date: 2006 **Completion Date:** 2020

Capital Funding

Sources of Funding

		Prior Years	Six-Year Plan					Total	
			2016	2017	2018	2019	2020		2021
1	Federal Grants								-
2	State Grants					150,000	50,000		200,000
6	Non-Voted Bonds								-
7	City/Utility Reserves	214,308				25,000	25,000		264,308
8	City Impact Fees	46,000	25,000			75,000	36,500		182,500
10	Real Estate Excise Tax	600,000							600,000
	Total	860,308	25,000	-		250,000	111,500	-	1,246,808

Capital Costs

		Prior Years	Six-Year Plan					Total Costs	
			2016	2017	2018	2019	2020		2021
	Planning & Design	53,930	25,000						78,930
	Land/ Right of Way	600,000				100,000			700,000
	Construction	201,378				140,000	106,500		447,878
	Management	5,000				10,000	5,000		20,000
	Total	860,308	25,000	-		250,000	111,500	-	1,246,808

Estimated Impact on Future Operating Budgets

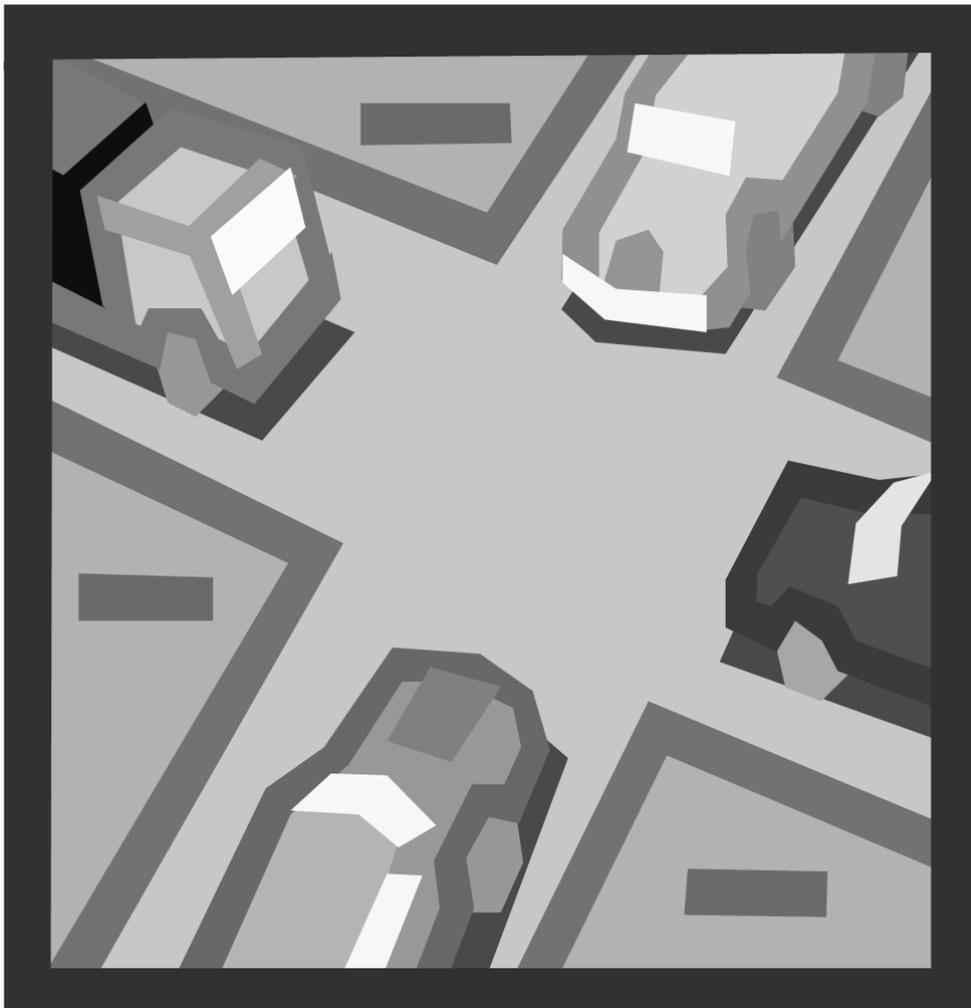
Notes: Limited maintenance impact on future operating budgets.

		Prior Years	Six-Year Plan					Total Costs	
			2016	2017	2018	2019	2020		2021
	Operating	4,000	500	500	500	500	500	500	7,000
	Debt								-
	Total	4,000	500	500	500	500	500	500	7,000

CITY OF POULSBO

2016-2021 CITY IMPROVEMENT PLAN

**TRANSPORTATION
PROGRAM**

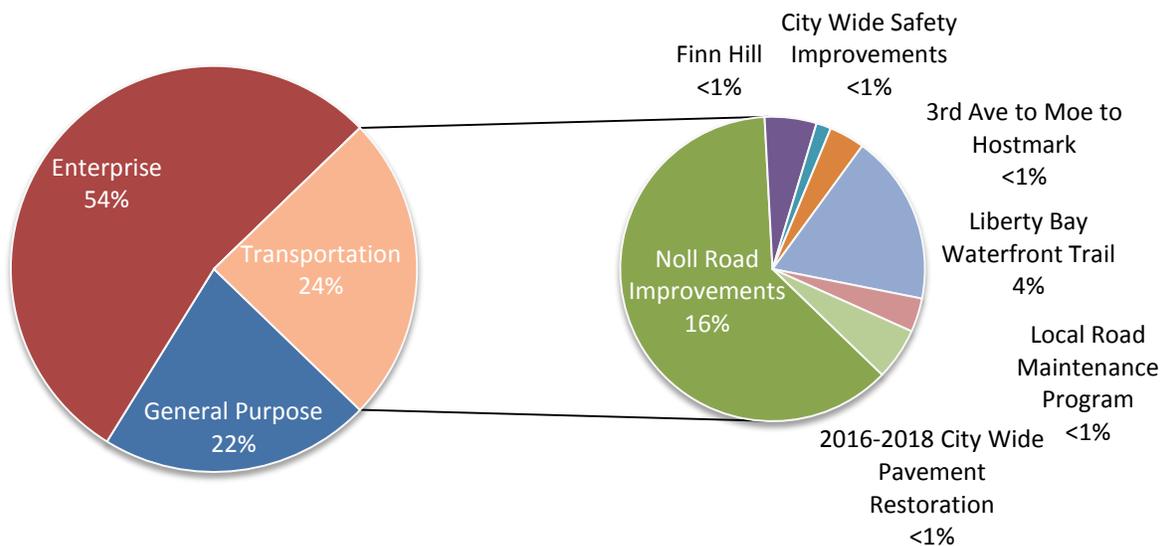


CITY OF POULSBO
2016-2021 City Improvement Plan

TRANSPORTATION PROGRAM

The Transportation Program element of the City Improvement Plan comprises all vehicle and pedestrian transportation projects including roadways, alleys, sidewalks and traffic lighting/signals. The transportation projects will help traffic flow through the city and enhance pedestrian safety with new sidewalks. Combined they represent \$19,068,763 or 24% of the \$77,988,223 City Improvement Plan. The projects listed in the Transportation Program are projects from the Transportation Improvement Plant (TIP) that have established and available funding.

Transportation Expenditures



CITY IMPROVEMENT PLAN PROGRAM	AMOUNT
General Purpose	\$ 16,852,130
Transportation	\$ 19,068,763
Enterprise	\$ 42,067,330
TOTAL CAPITAL PROGRAM	\$ 77,988,223

Page #	Project Name	Prior Years Costs	2016 Project Cost	2017 Project Cost	2018 Project Cost	2019 Project Cost	2020 Project Cost	2021 Project Cost	Total Project Cost
	Street Projects								
	Noll Road Improvements - Phase III	692,500	1,620,000	2,170,000	2,324,000	2,310,000		2,695,000	11,811,500
	1-Federal Grants	522,500	1,400,000	2,070,000	2,004,000	1,860,000		1,065,000	8,921,500
	2 - State Grants	15,000						1,110,000	1,125,000
	7-City/Utility Reserves	30,000							30,000
	8-City Impact Fees	125,000	220,000	100,000	320,000	450,000		520,000	1,735,000
	Finn Hill Reconstruction	100,000	50,000	900,000					1,050,000
	2 - State Grants		500,000						500,000
	8-City Impact Fees	100,000	50,000	400,000					550,000
	City-wide Safety Improvements				50,000	250,000			300,000
	2 - State Grants					200,000			200,000
	8-City Impact Fees				50,000	50,000			100,000
	3rd Ave to Hostmark to Iverson			120,000	600,000				720,000
	1-Federal Grants				500,000				500,000
	7-City/Utility Reserves			120,000	100,000				220,000
	Liberty Bay Waterfront Trail	321,263	30,000	100,000	3,000,000				3,451,263
	1-Federal Grants	249,950		80,000	3,000,000				3,329,950
	7-City/Utility Reserves	71,313	30,000	20,000					121,313
	City-wide Pavement Restoration Program		345,000	-	341,000				686,000
	1-Federal Grants		300,000		300,000				600,000
	7-City/Utility Reserves		45,000		41,000				86,000
	Local Neighborhood Maintenance Program	150,000	150,000	150,000	150,000	150,000	150,000	150,000	1,050,000
	7-City/Utility Reserves	150,000	150,000	150,000	150,000	150,000	150,000	150,000	1,050,000
	Total Transportation Capital Projects	\$ 1,263,763	\$ 2,195,000	\$ 3,440,000	\$ 6,465,000	\$ 2,710,000	\$ 150,000	\$ 2,845,000	\$ 19,068,763
	Total Transportation Capital Funding Sources	\$ 1,263,763	\$ 2,195,000	\$ 3,440,000	\$ 6,465,000	\$ 2,710,000	\$ 150,000	\$ 2,845,000	\$ 19,068,763
	1 - Federal Grants	772,450	1,700,000	2,150,000	5,804,000	1,860,000		1,065,000	13,351,450
	2 - State Grants	15,000		500,000		200,000		1,110,000	1,825,000
	7 - City/Utility Reserves	251,313	225,000	290,000	291,000	150,000	150,000	150,000	1,507,313
	8-City Impact Fees	225,000	270,000	500,000	370,000	500,000		520,000	2,385,000

Project Name: Noll Road Improvements Phase III

Project Description

Budget: \$11,811,500 **Purpose:** Transportation
Location: Noll Road **Project Manager:** Diane Lenius, P.E.
Description: The project limits are from SR 305 to Lincoln Road along a new alignment as shown on the City Transportation Plan. This project will be implemented in several phases. The road design phase will be funded 70% by streets and 30% by storm (catch basin and detention systems). The storm drain portion is responsible for collecting storm water run off from the roadway prism thus protecting private property, as well as treating the run off before it enters waters of the state. The construction cost split between roads and storm will be determined later. An initial phase was completed in 2014 - SR 305/Noll/ Johnson Intersection Traffic Study. In 2015 the city will initiate a design phase. In 2016 the City will acquire the Right of Way properties. The construction phase will be divided into four phases (2017, 2018, 2019 and 2021). Phase I of construction will be funded by State Transportation Package 2017/2018 \$4,000,000 (no match) and FHWA 2017/2018 Funding Cycle \$2,000,000 (16% match, \$320,000), FHWA/STP, and City TIF. Phases II, III and IV of construction will be funded by FHWA/STP, TIB, and CITY TIF.
Justification: The project will increase roadway capacity and improve safety.
Start Date: 2014 **Completion Date:** 2021

Capital Funding

Sources of Funding

		Prior Years	Six Year Plan						Total
			2016	2017	2018	2019	2020	2021	
1	Federal Grants	522,500	1,400,000	2,070,000	2,004,000	1,860,000		1,065,000	8,921,500
2	State Grants	15,000						1,110,000	1,125,000
3	County								-
4	PWTF								-
7	City/Utility Reserves	30,000							30,000
8	City Impact Fees	125,000	220,000	100,000	320,000	450,000		520,000	1,735,000
	Total	692,500	1,620,000	2,170,000	2,324,000	2,310,000	-	2,695,000	11,811,500

Capital Costs

		Prior Years	Six-Year Plan						Total Costs
			2016	2017	2018	2019	2020	2021	
	Planning & Design	692,500							692,500
	Land/ Right of Way		1,620,000						1,620,000
	Construction			1,953,000	2,091,600	2,079,000		2,425,500	8,549,100
	Management			217,000	232,400	231,000		269,500	949,900
	Total	692,500	1,620,000	2,170,000	2,324,000	2,310,000	-	2,695,000	11,811,500

Estimated Impact on Future Operating Budgets

Notes: There will be no additional impact on future operating budget.

		Prior Years	Six-Year Plan						Total Costs
			2016	2017	2018	2019	2020	2021	
	Operating								-
	Debt								-
	Total	-	-	-	-	-	-	-	-

Project Name: Finn Hill Road Reconstruction

Project Description

Budget: \$1,050,000 **Purpose:** Transportation
Location: Finn Hill **Project Manager:** Andrzej Kasiniak, P.E.
Description: This project includes pedestrian & bicycle improvements along the north side of Finn Hill. Olhava Associates will contribute \$450,000 - SEPA requirement.
Justification: The project will increase roadway capacity and improve safety.
Start Date: 2015 **Completion Date:** 2017

Capital Funding

Sources of Funding

		Prior Years	Six-Year Plan						Total
			2016	2017	2018	2019	2020	2021	
1	Federal Grants								-
2	State Grants			500,000					500,000
3	County								-
4	PWTF								-
7	City/Utility Reserves								-
8	City Impact Fees	100,000	50,000	400,000					550,000
	Total	100,000	50,000	900,000	-	-	-	-	1,050,000

Capital Costs

		Prior Years	Six-Year Plan						Total Costs
			2016	2017	2018	2019	2020	2021	
	Planning & Design	100,000	50,000						150,000
	Land/ Right of Way								-
	Construction			890,000					890,000
	Management			10,000					10,000
	Total	100,000	50,000	900,000	-	-	-	-	1,050,000

Estimated Impact on Future Operating Budgets

Notes: There will be no additional impact on future operating budget.

		Prior Years	Six-Year Plan						Total Costs
			2016	2017	2018	2019	2020	2021	
	Operating								-
	Debt								-
	Total	-	-	-	-	-	-	-	-

Project Name: City-wide Safety Improvements

Project Description

Budget: \$300,000 **Purpose:** Transportation
Location: 4th Ave North **Project Manager:** Andrzej Kasiniak, P.E.
Description: This Project will construct approximately 800 linear feet of missing sidewalks along the Westside of 4th Ave.
Justification: The project will improve pedestrian safety.
Start Date: 2018 **Completion Date:** 2019

Capital Funding

Sources of Funding

		Prior Years	Six-Year Plan					Total	
			2016	2017	2018	2019	2020		2021
1	Federal Grants								-
2	State Grants					200,000			200,000
3	County								-
4	PWTF								-
8	City Impact Fees				50,000	50,000			100,000
	Total	-	-	-	50,000	250,000	-	-	300,000

Capital Costs

		Prior Years	Six-Year Plan					Total Costs	
			2016	2017	2018	2019	2020		2021
	Planning & Design				50,000				50,000
	Land/ Right of Way								-
	Construction					230,000			230,000
	Management					20,000			20,000
	Total	-	-	-	50,000	250,000	-	-	300,000

Estimated Impact on Future Operating Budgets

Notes: There will be no additional impact on future operating budget.

		Prior Years	Six-Year Plan					Total Costs	
			2016	2017	2018	2019	2020		2021
	Operating								-
	Debt								-
	Total	-	-	-	-	-	-	-	-

Project Name: 3rd Avenue-Moe to Hostmark

Project Description

Budget: \$720,000 **Purpose:** Transportation
Location: 3rd Ave - Moe to Hostmark **Project Manager:** Andrzej Zasiniak, P.E.
Description: Currently this section of 3rd Avenue-Moe to Hostmark does not have sidewalks and the road condition consists of poor subgrade. This project will install sidewalks, curbs, gutters and parking.
Justification: This project will improve safety and reduce street maintenance costs.
Start Date: 2017 **Completion Date:** 2018

Capital Funding

Sources of Funding

		Prior Years	Six-Year Plan						Total
			2016	2017	2018	2019	2020	2021	
1	Federal Grants				500,000				500,000
2	State Grants								-
3	County								-
4	PWTF								-
7	City/Utility Reserves			120,000	100,000				220,000
	Total	-	-	120,000	600,000	-	-	-	720,000

Capital Costs

		Prior Years	Six-Year Plan						Total Costs
			2016	2017	2018	2019	2020	2021	
	Planning & Design			120,000					120,000
	Land/ Right of Way								-
	Construction				550,000				550,000
	Management				50,000				50,000
	Total	-	-	120,000	600,000	-	-	-	720,000

Estimated Impact on Future Operating Budgets

Notes: There will be no additional impact on future operating budget.

		Prior Years	Six-Year Plan						Total Costs
			2016	2017	2018	2019	2020	2021	
	Operating								-
	Debt								-
	Total	-	-	-	-	-	-	-	-

Project Name: Liberty Bay Waterfront Trail phase I

Project Description

Budget: \$3,451,263 **Purpose:** Transportation
Location: Anderson Parkway/ Fish Park **Project Manager:** Andrzej Kasiniak, P.E.
Description: This project will create a pedestrian/bicycle trail along the shoreline from Legion Park to Liberty Bay Auto dealership.
Justification: The project will enhance pedestrian connectivity between Anderson Parkway and Fish Park.
Start Date: 2011 **Completion Date:** 2018

Capital Funding

Sources of Funding

		Prior Years	Six-Year Plan						Total
			2016	2017	2018	2019	2020	2021	
1	Federal Grants	249,950		80,000	3,000,000				3,329,950
2	State Grants								-
3	County								-
4	PWTF								-
7	City/Utility Reserves	71,313	30,000	20,000					121,313
	Total	321,263	30,000	100,000	3,000,000	-	-	-	3,451,263

Capital Costs

		Prior Years	Six-Year Plan						Total Costs
			2016	2017	2018	2019	2020	2021	
	Planning & Design	321,263	30,000						351,263
	Land/ Right of Way			100,000					100,000
	Construction				2,800,000				2,800,000
	Management				200,000				200,000
	Total	321,263	30,000	100,000	3,000,000	-	-	-	3,451,263

Estimated Impact on Future Operating Budgets

Notes: There will be minimal additional maintenance to keep the trail clean and landscaped.

		Prior Years	Six-Year Plan						Total Costs
			2016	2017	2018	2019	2020	2021	
	Operating					500	500	500	1,500
	Debt								-
	Total	-	-	-	-	500	500	500	1,500

Project Name: City-wide Pavement Restoration Program

Project Description

Budget: \$686,000 **Purpose:** Transportation
Location: Hostmark St **Project Manager:** Andrzej Kasiniak, P.E.
Description: This project is designed to restore the existing city streets and will include the following elements: pavement repairs, pavement overlay and striping, as well as ADA improvements. In 2016 funding is allocated for Hostmark Street. The location for the 2018 funding will be selected at a later time.
Justification: The project will improve safety and reduce street maintenance cost. The project is financed by the Pavement Restoration Program.
Start Date: on-going **Completion Date:** on-going

Capital Funding

Sources of Funding

		Prior Years	Six-Year Plan					Total	
			2016	2017	2018	2019	2020		2021
1	Federal Grants		300,000		300,000				600,000
2	State Grants								-
3	County								-
4	PWTF								-
7	City/Utility Reserves		45,000		41,000				86,000
	Total	-	345,000	-	341,000	-	-	-	686,000

Capital Costs

		Prior Years	Six-Year Plan					Total Costs	
			2016	2017	2018	2019	2020		2021
	Planning & Design		20,000		20,000				40,000
	Land/ Right of Way								-
	Construction		305,000		301,000				606,000
	Management		20,000		20,000				40,000
	Total	-	345,000	-	341,000	-	-	-	686,000

Estimated Impact on Future Operating Budgets

Notes: There will be no additional impact on future operating budget.

		Prior Years	Six-Year Plan					Total Costs	
			2016	2017	2018	2019	2020		2021
	Operating								-
	Debt								-
	Total	-	-	-	-	-	-	-	-

Project Name: Local Neighborhood Road Maintenance Program

Project Description

Budget: 150,000/year **Purpose:** Transportation
Location: City Wide **Project Manager:** Andrzej Kasiniak/Dan Wilson

Description: The annual road maintenance program identifies activities that preserve the local roads including pavement repairs and pavement overlays.

Justification: The goal is to provide the highest possible level of service with available resources.

Start Date: on-going **Completion Date:** on-going

Capital Funding

Sources of Funding

		Prior Years	Six-Year Plan						Total
			2016	2017	2018	2019	2020	2021	
1	Federal Grants								-
2	State Grants								-
3	County								-
4	PWTF								-
7	City/Utility Reserves	150,000	150,000	150,000	150,000	150,000	150,000	150,000	1,050,000
	Total	150,000	150,000	150,000	150,000	150,000	150,000	150,000	1,050,000

Capital Costs

		Prior Years	Six-Year Plan						Total Costs
			2016	2017	2018	2019	2020	2021	
	Planning & Design								-
	Land/ Right of Way								-
	Construction	135,000	135,000	135,000	135,000	135,000	135,000	135,000	945,000
	Management	15,000	15,000	15,000	15,000	15,000	15,000	15,000	105,000
	Total	150,000	150,000	150,000	150,000	150,000	150,000	150,000	1,050,000

Estimated Impact on Future Operating Budgets

Notes: There will be no additional impact on future operating budget.

		Prior Years	Six-Year Plan						Total Costs
			2016	2017	2018	2019	2020	2021	
	Operating								-
	Debt								-
	Total	-	-	-	-	-	-	-	-



CITY OF POULSBO
2016-2021 CITY IMPROVEMENT PLAN

**ENTERPRISE
PROGRAM**

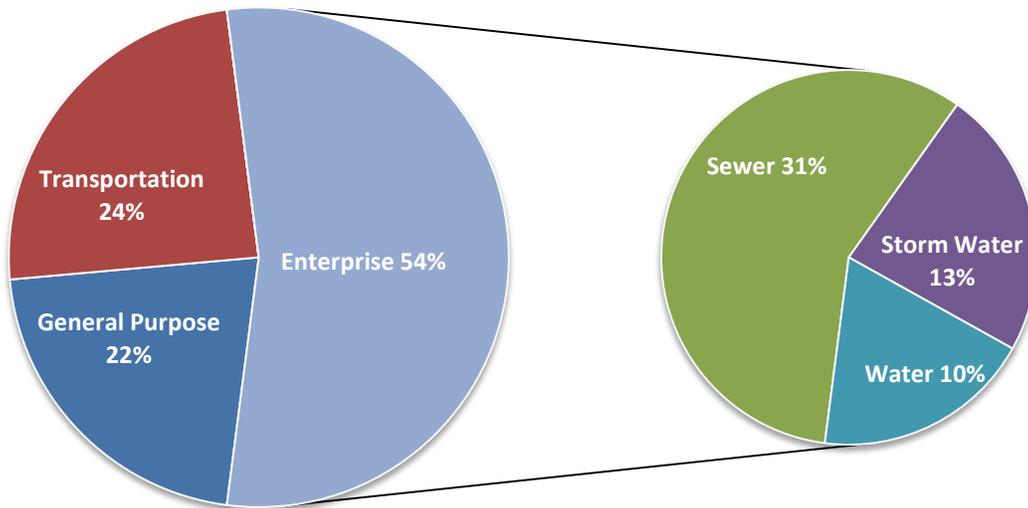


CITY OF POULSBO
2016 - 2021 City Improvement Plan

ENTERPRISE PROGRAM

The Enterprise Program element of the City Improvement Plan comprises Water, Wastewater, Solid Waste and Storm Water Utility Programs. Combined, they represent \$42,067,330 or 54% of the \$77,988,223 City Improvement Plan. Funding for the Enterprise projects will come from the individual utility’s reserve funds or by issuing debt supported by the rate payers of the utility.

Enterprise Expenditures



CITY IMPROVEMENT PLAN PROGRAM	AMOUNT
General Purpose	\$ 16,852,130
Transportation	\$ 19,068,763
Enterprise	\$ 42,067,330
TOTAL CAPITAL PROGRAM	\$ 77,988,223

2016 - 2021 ENTERPRISE CAPITAL IMPROVEMENTS

Page #	Project Name	Prior Years Costs	2016 Project Cost	2017 Project Cost	2018 Project Cost	2019 Project Cost	2020 Project Cost	2021 Project Cost	Total Project Cost
	Sewer								
	Annual Inflow Reduction Program	65,000	200,000		200,000		200,000		665,000
	Poulsbo Village Pump Station Upgrades	300,000	500,000						800,000
	Harrison Force Main Replacement	40,000	250,000						290,000
	SR305 Force Main Extension	100,000		800,000					900,000
	Capital Facilities Charge for CK Plant	5,247,530	133,000	133,000	133,000				5,646,530
	Kitsap County Pump Station #16 & 67 Replacement			5,000,000					5,000,000
	Kitsap County Sewer Plant Upgrade		5,000,000				5,000,000		5,000,000
	Lemolo Force Main Replacement								5,000,000
	Telemetry System	84,000	175,000						259,000
	Liberty Bay Pump Station Improvements	300,000	360,000						660,000
	Noll Road Sewer Improvements				20,000	210,000			230,000
	Total Sewer Capital Projects	6,136,530	6,618,000	5,933,000	353,000	210,000	5,200,000	-	24,450,530
	Total Sewer Capital Projects	Prior Years	2016	2017	2018	2019	2020	2021	Total
	1-Federal Grants								-
	6-Non Voted Debt		4,000,000	3,500,000			4,000,000		11,500,000
	7-Sewer Reserves	6,136,530	2,618,000	2,433,000	353,000	210,000	1,200,000		12,950,530
	Funding for Sewer Projects	6,136,530	6,618,000	5,933,000	353,000	210,000	5,200,000	-	24,450,530
	Water								
	Westside Well - Treatment for Manganese					150,000	800,000		950,000
	Hostmark Transmission Main		500,000						500,000
	Wilderness Park Booster Station Replacement				500,000				500,000
	Hostmark Distribution Main Replacement		600,000						600,000
	SR305 Crossing			200,000					200,000
	Raab Park Water Tank Replacement		80,000	600,000					680,000
	Wilderness Tank Retrofit			80,000	420,000				500,000
	Fjord Main Street Replacement	120,000	50,000						170,000
	Old Town Water Main Replacement				350,000			300,000	650,000
	Front Street Water Main Replacement					220,000			220,000
	Telemetry System	84,000	175,000						259,000
	Finn Hill Tank Painting							300,000	300,000
	Olhava Tank Painting							300,000	300,000
	Liberty Ridge Apartments Fire Flow Improvements					100,000			100,000
	Long Term Water Supply				30,000				30,000
	Noll Road Water Improvements		20,000	105,000					230,000
	Viking Ave PRV	220,000	100,000						320,000
	Pugh/Lincoln Well #2	1,310,000	200,000						1,510,000
	Total Water Capital Projects	1,734,000	1,725,000	985,000	1,405,000	470,000	800,000	900,000	8,019,000
	Funding Source	Prior Years	2016	2017	2018	2019	2020	2021	Total
	7-Water Reserves	1,734,000	1,725,000	985,000	1,405,000	470,000	800,000	900,000	8,019,000
	Funding for Water Projects	1,734,000	1,725,000	985,000	1,405,000	470,000	800,000	900,000	8,019,000

2016 - 2021 ENTERPRISE CAPITAL IMPROVEMENTS (continued)											
Page #	Project Name	Prior Years Costs	2016 Project Cost	2017 Project Cost	2018 Project Cost	2019 Project Cost	2020 Project Cost	2021 Project Cost	Total Project Cost	Total Project Cost	
	Storm Drain										
	Dogfish Creek Restoration	5,000	140,000	80,000		250,000		250,000	725,000		
	Noll Rd Culvert Replacement/Bjorgen Cr Culvert	90,000	30,000		500,000				620,000		
	Replace Storm Drains in Ridgewood/Kevos Pond	43,000		280,000					323,000		
	Norrlund Drainage Ditch Replacement			57,000					57,000		
	Replace Storm Drain West of 10th Ave.						40,000		40,000		
	Repair American Legion Park Outfall						120,000		120,000		
	Viking Ave Storm Drain Project		100,000	575,000		500,000	500,000		1,675,000		
	Small Anderson Parkway Retrofit	72,000	125,000	106,000					303,000		
	Deer Run Pond Retrofit						16,000	184,000	200,000		
	8th Ave Culvert Replacement			50,000	200,000	250,000			500,000		
	Fjord Dr Stormwater Quality Treatment Improvements		6,000	70,300					76,300		
	Glenn Haven Storm Drain Replacement						10,000	120,000	130,000		
	Fjord Storm Drain		200,000						200,000		
	Poulsbo Creek Outfall		25,000	5,000	250,000				280,000		
	Noll Road Improvements Phase III	277,500	930,000	930,000	996,000	990,000		1,155,000	4,348,500		
	Total Storm Drain Projects	487,500	626,000	2,153,300	1,946,000	1,990,000	686,000	1,709,000	9,597,800		
	Funding Source	Prior Years	2016	2017	2018	2019	2020	2021	Total		
	1-Federal Grants	277,500		930,000	996,000	990,000		1,155,000	4,348,500		
	2-State Grants	60,000	500,000	596,000	400,000	600,000	400,000	200,000	2,756,000		
	7-Storm Drain Reserves	150,000	126,000	627,300	550,000	400,000	286,000	354,000	2,493,300		
	Funding for Storm Drain Projects	487,500	626,000	2,153,300	1,946,000	1,990,000	686,000	1,709,000	9,597,800		

Project Name: Annual Inflow Reduction Program

Project Description

Budget: \$ 665,000 **Purpose:** Sewer
Location: City Wide **Project Manager:** Andrzej Kasiniak, P.E.
Description: The City will implement an annual inflow reduction program consisting of identifying and repairing inflow sources. Example: Installation of I&I prevention devices such as manhole inserts, replacement of leaking pipes and replacement of manholes.
Justification: Flow monitoring data shows that the existing sewer system experiences high level of inflow during storm events.
Start Date: 2011 **Completion Date:** 2020

Capital Funding

Sources of Funding

		Prior Years	Six-Year Plan						Total
			2016	2017	2018	2019	2020	2021	
1	Federal Grants								-
2	State Grants								-
3	County								-
4	PWTF								-
5	Voted Bonds								-
7	City/Utility Reserves	65,000	200,000		200,000		200,000		665,000
	Total	65,000	200,000	-	200,000	-	200,000	-	665,000

Capital Costs

		Prior Years	Six-Year Plan						Total Costs
			2016	2017	2018	2019	2020	2021	
	Planning & Design		20,000		20,000		20,000		60,000
	Land/ Right of Way								-
	Construction	65,000	180,000		180,000		180,000		605,000
	Management								-
	Total	65,000	200,000	-	200,000	-	200,000	-	665,000

Estimated Impact on Future Operating Budgets

Notes: There will be no additional impact on future operating budgets.

		Prior Years	Six-Year Plan						Total Costs
			2016	2017	2018	2019	2020	2021	
	Operating								-
	Debt								-
	Total	-	-	-	-	-	-	-	-

Project Name: Poulsbo Village Pump Station Upgrade

Project Description

Budget: \$800,000 **Purpose:** Sewer
Location: Poulsbo Village **Project Manager:** Andrzej Kasiniak, P.E.
Description: This project will include rehabilitation and upgrade of the Poulsbo Village wastewater pump station (electrical panel, controls, submersible pumps and site piping).
Justification: The existing infrastructure is aged and the pump station is at capacity. Upgrade of the pump station is required in order to ensure reliability and replace aged infrastructure and appurtenances.
Start Date: 2015 **Completion Date:** 2016

Capital Funding

Sources of Funding

		Prior Years	Six-Year Plan						Total
			2016	2017	2018	2019	2020	2021	
1	Federal Grants								-
2	State Grants								-
3	County								-
4	PWTF								-
5	Voted Bonds								-
7	City/Utility Reserves	300,000	500,000						800,000
	Total	300,000	500,000	-	-	-	-	-	800,000

Capital Costs

		Prior Years	Six-Year Plan						Total Costs
			2016	2017	2018	2019	2020	2021	
	Planning & Design	100,000							100,000
	Land/ Right of Way								-
	Construction	180,000	470,000						650,000
	Management	20,000	30,000						50,000
	Total	300,000	500,000	-	-	-	-	-	800,000

Estimated Impact on Future Operating Budgets

Notes: There will be no additional impact on future operating budgets.

		Prior Years	Six-Year Plan						Total Costs
			2016	2017	2018	2019	2020	2021	
	Operating								-
	Debt								-
	Total	-	-	-	-	-	-	-	-

Project Name: Harrison Force Main Replacement

Project Description

Budget: \$290,000 **Purpose:** Sewer
Location: Fjord Drive **Project Manager:** Andrzej Kasiniak, P.E.
Description: The current force main along Harrison is located along the beach line and the conditions are deteriorating. This project will replace the sanitary sewer line and move along a new alignment. To save on funding, this project will be combined with the sewer main repairs along Fjord Drive.
Justification: The existing Force Main has reached its useful life.
Start Date: 2015 **Completion Date:** 2016

Capital Funding

Sources of Funding

		Prior Years	Six-Year Plan					Total	
			2016	2017	2018	2019	2020		2021
1	Federal Grants								-
2	State Grants								-
3	County								-
4	PWTF								-
5	Voted Bonds								-
7	City/Utility Reserves	40,000	250,000						290,000
	Total	40,000	250,000	-	-	-	-	-	290,000

Capital Costs

		Prior Years	Six-Year Plan					Total Costs	
			2016	2017	2018	2019	2020		2021
	Planning & Design	40,000	20,000						60,000
	Land/ Right of Way								-
	Construction		220,000						220,000
	Management		10,000						10,000
	Total	40,000	250,000	-	-	-	-	-	290,000

Estimated Impact on Future Operating Budgets

Notes:

		Prior Years	Six-Year Plan					Total Costs	
			2016	2017	2018	2019	2020		2021
	Operating								-
	Debt								-
	Total	-	-	-	-	-	-	-	-

Project Name: SR305 Force Main Extension

Project Description

Budget: \$900,000 **Purpose:** Sewer
Location: SR 305 **Project Manager:** Andrzej Kasiniak, P.E.
Description: The project will extend the existing force main from Tollefson to the Kitsap County chlorination station (4800 lf).
Justification: Prevent overflows and increase the system capacity.
Start Date: 2015 **Completion Date:** 2017

Capital Funding

Sources of Funding

		Prior Years	Six-Year Plan						Total
			2016	2017	2018	2019	2020	2021	
1	Federal Grants								-
2	State Grants								-
3	County								-
4	PWTF								-
5	Voted Bonds								-
7	City/Utility Reserves	100,000		800,000					900,000
	Total	100,000		800,000	-	-	-	-	900,000

Capital Costs

		Prior Years	Six-Year Plan						Total Costs
			2016	2017	2018	2019	2020	2021	
	Planning & Design	100,000							100,000
	Land/ Right of Way								-
	Construction			750,000					750,000
	Management			50,000					50,000
	Total	100,000		800,000	-	-	-	-	900,000

Estimated Impact on Future Operating Budgets

Notes:

		Prior Years	Six-Year Plan						Total Costs
			2016	2017	2018	2019	2020	2021	
	Operating								-
	Debt								-
	Total	-	-	-	-	-	-	-	-

Project Name: Capital Facilities Charge for CK Plant

Project Description

Budget: \$5,646,530 **Purpose:** Sewer
Location: CK Treatment Plant **Project Manager:** Andrzej Kasiniak, P.E.
Description: City's capital contribution to the Central Kitsap treatment plant as required by contract with Kitsap County. The existing \$133,000 annual capital cost for prior plant improvements will expire in 2018.
Justification: Kitsap County contract requirement.
Start Date: 2010 **Completion Date:** 2018

Capital Funding

Sources of Funding

		Prior Years	Six-Year Plan					Total	
			2016	2017	2018	2019	2020		2021
1	Federal Grants								-
2	State Grants								-
4	PWTF	267,000							267,000
5	Voted Bonds	4,315,530							4,315,530
7	City/Utility Reserves	665,000	133,000	133,000	133,000				1,064,000
	Total	5,247,530	133,000	133,000	133,000	-	-	-	5,646,530

Capital Costs

		Prior Years	Six-Year Plan					Total Costs	
			2016	2017	2018	2019	2020		2021
	Planning & Design								-
	Land/ Right of Way								-
	Construction	5,247,530	133,000	133,000	133,000				5,646,530
	Management								-
	Total	5,247,530	133,000	133,000	133,000	-	-	-	5,646,530

Estimated Impact on Future Operating Budgets

Notes: There will be no additional impact on future operating budgets.

		Prior Years	Six-Year Plan					Total Costs	
			2016	2017	2018	2019	2020		2021
	Operating								-
	Debt								-
	Total	-	-	-	-	-	-	-	-

Project Name: Kitsap County Pump Station #16 & 67 Replacement

Project Description

Budget: \$5,000,000 **Purpose:** Sewer
Location: Keyport **Project Manager:** Andrzej Kasiniak, P.E.
Description: Kitsap County will rebuild Pump Station #16 and #67 in 2015/16. The estimated costs of these projects is \$5.0 Million. To fund this project the City of Poulsbo will use utility reserves of \$1,000,000 and will issue a 20 year bond in the amount of 4,000,000 at 5% annual interest. The anticipated annual payment of the bond is \$320,000, these payments will begin in 2017.
Justification: Kitsap County contract requirement.
Start Date: 2017 **Completion Date:** 2037

Capital Funding

Sources of Funding

		Prior Years	Six-Year Plan					Total	
			2016	2017	2018	2019	2020		2021
1	Federal Grants								-
2	State Grants								-
3	County								-
6	Non-Voted Bonds			4,000,000					4,000,000
7	City/Utility Reserves			1,000,000					1,000,000
	Total	-	-	5,000,000	-	-	-	-	5,000,000

Capital Costs

		Prior Years	Six-Year Plan					Total Costs	
			2016	2017	2018	2019	2020		2021
	Planning & Design								-
	Land/ Right of Way								-
	Construction			4,750,000					4,750,000
	Management			250,000					250,000
	Total	-	-	5,000,000	-	-	-	-	5,000,000

Estimated Impact on Future Operating Budgets

Notes: Anticipated Yearly Debt Payments

		Prior Years	Six-Year Plan					Total Costs	
			2016	2017	2018	2019	2020		2021
	Operating								-
	Debt			320,000	320,000	320,000	320,000	320,000	1,600,000
	Total	-	-	320,000	320,000	320,000	320,000	320,000	1,600,000

Project Name: Kitsap County Sewer Plant Upgrade

Project Description

Budget: \$5,000,000 **Purpose:** Sewer

Location: Brownsville **Project Manager:** Andrzej Kasiniak, P.E.

Description: Kitsap County is upgrading the Sanitary Sewer Treatment Plant in Brownsville. The estimated cost for upgrades is \$18,550,000. The City share is 0.95 Million Gallons Per Day(MGD)/6.0 MGD or 16%. To fund this project the City will use sewer connection fees collected by KC on behalf of the City totalling \$1,500,000 and the City will issue 20 year bonds in the amount of \$3,500,000 at 5% interest annually. The estimated monthly payments of the bond is \$280,000 per year beginning in 2016.

Justification: Kitsap County contract requirement.

Start Date: 2016 **Completion Date:** 2036

Capital Funding

Sources of Funding

		Prior Years	Six-Year Plan						Total
			2016	2017	2018	2019	2020	2021	
1	Federal Grants								-
2	State Grants								-
4	PWTF								-
6	Non-Voted Bonds		3,500,000						3,500,000
7	City/Utility Reserves		1,500,000						1,500,000
	Total		5,000,000	-	-	-	-	-	5,000,000

Capital Costs

		Prior Years	Six-Year Plan						Total Costs
			2016	2017	2018	2019	2020	2021	
	Planning & Design								-
	Land/ Right of Way								-
	Construction		5,000,000						5,000,000
	Management								-
	Total		5,000,000	-	-	-	-	-	5,000,000

Estimated Impact on Future Operating Budgets

Notes: Anticipated Yearly Debt Payments

		Prior Years	Six-Year Plan						Total Costs
			2016	2017	2018	2019	2020	2021	
	Operating								-
	Debt		280,000	280,000	280,000	280,000	280,000	280,000	1,680,000
	Total	-	280,000	280,000	280,000	280,000	280,000	280,000	1,680,000

Project Name: Lemolo Force Main Replacement

Project Description

Budget: \$396,000/year or \$5,000,000 over 20 years
Purpose: Sewer
Location: Lemolo Beach
Project Manager: Andrzej Kasiniak, P.E.
Description: Kitsap County will replace the existing forcemain between the Chlorination Station and Lemolo Beach. Project Cost Estimate is \$5,000,000. To fund this project the City of Poulsbo will use utility reserves of \$1,000,000 and will issue a 20 year bond in the amount of 4,000,000 at 5% interest. The estimated monthly payment of the bond is \$320,000 per year beginning in 2020.
Justification: Kitsap County contract requirement.
Start Date: 2020
Completion Date: 2040

Capital Funding

Sources of Funding

		Prior Years	Six-Year Plan					Total	
			2016	2017	2018	2019	2020		2021
1	Federal Grants								-
2	State Grants								-
4	PWTF								-
5	Voted Bonds								-
7	City/Utility Reserves					5,000,000			5,000,000
	Total		-	-	-	-	5,000,000	-	5,000,000

Capital Costs

		Prior Years	Six-Year Plan					Total Costs	
			2016	2017	2018	2019	2020		2021
	Planning & Design						200,000		200,000
	Land/ Right of Way								-
	Construction	-					4,700,000		
	Management						100,000		100,000
	Total	-	-	-	-	-	5,000,000	-	5,000,000

Estimated Impact on Future Operating Budgets

Notes: Anticipated Yearly Debt Payments

		Prior Years	Six-Year Plan					Total Costs	
			2016	2017	2018	2019	2020		2021
	Operating								-
	Debt						320,000	320,000	640,000
	Total	-	-	-	-	-	320,000	320,000	640,000

Project Name: Telemetry System

Project Description

Budget: \$259,000 **Purpose:** Sewer
Location: City Wide **Project Manager:** Andrzej Kasiniak, P.E.
Description: The existing SCADA (Supervisory Control and Data Acquisition) System is old and needs to be upgraded. The new system will be comprised of one MTU (master telemetry unit) and 23 RTUs (remote telemetry units). The existing telemetry provides only information input data. It does not allow the operator to remotely control or operate any facilities.
Justification: The existing system is 20 years old and does not meet the city's needs.
Start Date: 2015 **Completion Date:** 2016

Capital Funding

Sources of Funding

		Prior Years	Six-Year Plan					Total	
			2016	2017	2018	2019	2020		2021
1	Federal Grants								-
2	State Grants								-
4	PWTF								-
5	Voted Bonds								-
7	City/Utility Reserves	84,000	175,000						259,000
	Total	84,000	175,000	-	-	-	-	-	259,000

Capital Costs

		Prior Years	Six-Year Plan					Total Costs	
			2016	2017	2018	2019	2020		2021
	Planning & Design	9,000							9,000
	Land/ Right of Way								-
	Construction	70,000	165,000						235,000
	Management	5,000	10,000						15,000
	Total	84,000	175,000	-	-	-	-	-	259,000

Estimated Impact on Future Operating Budgets

Notes: There will be no additional impact on future operating budgets.

		Prior Years	Six-Year Plan					Total Costs	
			2016	2017	2018	2019	2020		2021
	Operating								-
	Debt								-
	Total	-	-	-	-	-	-	-	-

Project Name: Liberty Bay Pump Station Improvements

Project Description

Budget: \$660,000 **Purpose:** Sewer
Location: Viking Avenue **Project Manager:** Andrzej Kasiniak, P.E.
Description: This project will include rehabilitation and upgrade of the Liberty Bay wastewater pump station (electrical panel, controls, pumps and site piping).
Justification: The existing infrastructure is aged and the pump station is at capacity. Upgrade of the pump station is required in order to ensure reliability and replace aged infrastructure and appurtenances.
Start Date: 2015 **Completion Date:** 2016

Capital Funding

Sources of Funding

		Prior Years	Six-Year Plan					Total	
			2016	2017	2018	2019	2020		2021
1	Federal Grants								-
2	State Grants								-
3	County								-
4	PWTF								-
5	Voted Bonds								-
7	City/Utility Reserves	300,000	360,000						660,000
	Total	300,000	360,000	-	-	-	-	-	660,000

Capital Costs

		Prior Years	Six-Year Plan					Total Costs	
			2016	2017	2018	2019	2020		2021
	Planning & Design	85,000							85,000
	Land/ Right of Way								-
	Construction	200,000	325,000						525,000
	Management	15,000	35,000						50,000
	Total	300,000	360,000	-	-	-	-	-	660,000

Estimated Impact on Future Operating Budgets

Notes: There will be no additional impact on future operating budgets.

		Prior Years	Six-Year Plan					Total Costs	
			2016	2017	2018	2019	2020		2021
	Operating								-
	Debt								-
	Total	-	-	-	-	-	-	-	-

Project Name: Noll Road Sewer Improvements

Project Description

Budget: \$230,000 **Purpose:** Sewer
Location: Noll Road **Project Manager:** Diane Lenius, P.E.
Description: Future sewer system improvements associated with the City's Noll Road Improvements project
Justification: The City will be making required sewer system improvements associated with the City's Noll Road Improvements project
Start Date: 2018 **Completion Date:** 2019

Capital Funding

Sources of Funding

		Prior Years	Six-Year Plan					Total	
			2016	2017	2018	2019	2020		2021
1	Federal Grants								-
2	State Grants								-
3	County								-
4	PWTF								-
5	Voted Bonds								-
7	City/Utility Reserves				20,000	210,000			230,000
	Total	-	-	-	20,000	210,000	-	-	230,000

Capital Costs

		Prior Years	Six-Year Plan					Total Costs	
			2016	2017	2018	2019	2020		2021
	Planning & Design				20,000				20,000
	Land/ Right of Way								-
	Construction					200,000			200,000
	Management					10,000			10,000
	Total	-	-	-	20,000	210,000	-	-	230,000

Estimated Impact on Future Operating Budgets

Notes: There will be no additional impact on future operating budgets.

		Prior Years	Six-Year Plan					Total Costs	
			2016	2017	2018	2019	2020		2021
	Operating								-
	Debt								-
	Total	-	-	-	-	-	-	-	-

Project Name: West Side Well Treatment for Manganese

Project Description

Budget: \$950,000 **Purpose:** Water
Location: Westside Well **Project Manager:** Andrzej Kasiniak, P.E.
Description: This project will install a treatment facility at the existing Westside Well site. Water quality reports have indicated a high manganese content in the raw water (.085 mg/L manganese).
Justification: A treatment facility would reduce the manganese content in the water. Department of Health guidelines call for a maximum content of .05 mg/L.
Start Date: 2019 **Completion Date:** 2020

Capital Funding

Sources of Funding

		Prior Years	Six-Year Plan					Total	
			2016	2017	2018	2019	2020		2021
1	Federal Grants								-
2	State Grants								-
3	County								-
4	PWTF								-
5	Voted Bonds								-
7	City/Utility Reserves				150,000	800,000			950,000
	Total	-	-	-	150,000	800,000	-		950,000

Capital Costs

		Prior Years	Six-Year Plan					Total Costs	
			2016	2017	2018	2019	2020		2021
	Planning & Design					150,000			150,000
	Land/ Right of Way								-
	Construction						750,000		750,000
	Management						50,000		50,000
	Total	-	-	-	-	150,000	800,000	-	950,000

Estimated Impact on Future Operating Budgets

Notes: It is anticipated there will be limited budget impact in 2019 and 2020.

		Prior Years	Six-Year Plan					Total Costs	
			2016	2017	2018	2019	2020		2021
	Operating						5,000	5,000	5,000
	Debt								-
	Total	-	-	-	-	-	5,000	5,000	5,000

Project Name: Hostmark Transmission Main

Project Description

Budget: \$500,000 **Purpose:** Water
Location: Hostmark Street **Project Manager:** Andrzej Kasiniak, P.E.
Description: This project will install a new transmission main between the Wilderness Park Booster and Raab Park in the East High Zone. The project consists of approximately 3,000 LF of 12-inch water main along Hostmark/Caldart. A new pressure reducing valve station will be installed to transfer supply from the East High Zone to the Middle Zone.
Justification: This project will allow the City to transfer supply between the Low and East and the High Zones to improve supply redundancy to both areas.
Start Date: 2016 **Completion Date:** 2016

Capital Funding

Sources of Funding

		Prior Years	Six-Year Plan						Total
			2016	2017	2018	2019	2020	2021	
1	Federal Grants								-
2	State Grants								-
3	County								-
4	PWTF								-
5	Voted Bonds								-
7	City/Utility Reserves		500,000						500,000
	Total	-	500,000	-	-	-	-	-	500,000

Capital Costs

		Prior Years	Six-Year Plan						Total Costs
			2016	2017	2018	2019	2020	2021	
	Planning & Design		50,000						50,000
	Land/ Right of Way								-
	Construction		420,000						420,000
	Management		30,000						30,000
	Total	-	500,000	-	-	-	-	-	500,000

Estimated Impact on Future Operating Budgets

Notes: There will be no additional impact on future operating budgets.

		Prior Years	Six-Year Plan						Total Costs
			2016	2017	2018	2019	2020	2021	
	Operating								-
	Debt								-
	Total	-	-	-	-	-	-	-	-

Project Name: Wilderness Park Booster Station Replacement

Project Description

Budget: \$500,000 **Purpose:** Water
Location: Wilderness Park **Project Manager:** Andrzej Kasiniak, P.E.
Description: This project will construct a new booster station at the Wilderness Park reservoir site. The booster station will consist of three 750 gpm pumps, integrated control systems, standby generator, and an automatic transfer switch.
Justification: The project will eliminate the storage deficiency in the East High zone and it will provide redundancy to the Pugh and Lincoln wells.
Start Date: 2018 **Completion Date:** 2018

Capital Funding

Sources of Funding

		Prior Years	Six-Year Plan					Total	
			2016	2017	2018	2019	2020		2021
1	Federal Grants								-
2	State Grants								-
3	County								-
4	PWTF								-
5	Voted Bonds								-
7	City/Utility Reserves			500,000					500,000
	Total	-	-	500,000	-	-	-	-	500,000

Capital Costs

		Prior Years	Six-Year Plan					Total Costs	
			2016	2017	2018	2019	2020		2021
	Planning & Design				60,000				60,000
	Land/ Right of Way								-
	Construction			420,000					420,000
	Management			20,000					20,000
	Total	-	-	500,000	-	-	-	-	500,000

Estimated Impact on Future Operating Budgets

Notes: There will be no additional impact on future operating budgets.

		Prior Years	Six-Year Plan					Total Costs	
			2016	2017	2018	2019	2020		2021
	Operating								-
	Debt								-
	Total	-	-	-	-	-	-	-	-

Project Name: Hostmark Distribution Main

Project Description

Budget: \$600,000 **Purpose:** Water
Location: Hostmark Street **Project Manager:** Andrzej Kasiniak, P.E.
Description: This project will replace a distribution main between Caldart Ave and SR 305 as well as between SR 305 and Front Street.
Justification: The exiting main is old and needs to be replaced
Start Date: 2016 **Completion Date:** 2016

Capital Funding

Sources of Funding

		Prior Years	Six-Year Plan					Total	
			2016	2017	2018	2019	2020		2021
1	Federal Grants								-
2	State Grants								-
3	County								-
4	PWTF								-
5	Voted Bonds								-
7	City/Utility Reserves		600,000						600,000
	Total	-	600,000	-	-	-	-	-	600,000

Capital Costs

		Prior Years	Six-Year Plan					Total Costs	
			2016	2017	2018	2019	2020		2021
	Planning & Design		60,000						60,000
	Land/ Right of Way								-
	Construction		500,000						500,000
	Management		40,000						40,000
	Total	-	600,000	-	-	-	-	-	600,000

Estimated Impact on Future Operating Budgets

Notes: There will be no additional impact on future operating budgets.

		Prior Years	Six-Year Plan					Total Costs	
			2016	2017	2018	2019	2020		2021
	Operating								-
	Debt								-
	Total	-	-	-	-	-	-	-	-

Project Name: SR 305 Crossing

Project Description

Budget: \$200,000 **Purpose:** Water
Location: SR 305 **Project Manager:** Andrzej Kasiniak, P.E.
Description: This project will replace the old water main across SR305.
Justification: The project will replace old and undersized pipe.
Start Date: 2017 **Completion Date:** 2017

Capital Funding

Sources of Funding

		Prior Years	Six-Year Plan						Total
			2016	2017	2018	2019	2020	2021	
1	Federal Grants								-
2	State Grants								-
3	County								-
4	PWTF								-
5	Voted Bonds								-
7	City/Utility Reserves			200,000					200,000
	Total	-	-	200,000	-	-	-	-	200,000

Capital Costs

		Prior Years	Six-Year Plan						Total Costs
			2016	2017	2018	2019	2020	2021	
	Planning & Design			50,000					50,000
	Land/ Right of Way								-
	Construction			140,000					140,000
	Management			10,000					10,000
	Total	-	-	200,000	-	-	-	-	200,000

Estimated Impact on Future Operating Budgets

Notes: There will be no additional impact on future operating budgets.

		Prior Years	Six-Year Plan						Total Costs
			2016	2017	2018	2019	2020	2021	
	Operating								-
	Debt								-
	Total	-	-	-	-	-	-	-	-

Project Name: Raab Park Water Tank Replacement

Project Description

Budget: \$680,000 **Purpose:** Water
Location: Raab Park **Project Manager:** Andrzej Kasiniak, P.E.
Description: This project will replace the existing 150K gallon tank with a 300K gallon tank.
Justification: The existing tank is old and it does not meet seismic design standards
Start Date: 2016 **Completion Date:** 2017

Capital Funding

Sources of Funding

		Prior Years	Six-Year Plan						Total
			2016	2017	2018	2019	2020	2021	
1	Federal Grants								-
2	State Grants								-
3	County								-
4	PWTF								-
5	Voted Bonds								-
7	City/Utility Reserves		80,000	600,000					680,000
	Total	-	80,000	600,000	-	-	-	-	680,000

Capital Costs

		Prior Years	Six-Year Plan						Total Costs
			2016	2017	2018	2019	2020	2021	
	Planning & Design		70,000						70,000
	Land/ Right of Way								-
	Construction			550,000					550,000
	Management		10,000	50,000					60,000
	Total	-	80,000	600,000	-	-	-	-	680,000

Estimated Impact on Future Operating Budgets

Notes: There will be no additional impact on future operating budgets.

		Prior Years	Six-Year Plan						Total Costs
			2016	2017	2018	2019	2020	2021	
	Operating								-
	Debt								-
	Total	-	-	-	-	-	-	-	-

Project Name: Wilderness Tank Retrofit

Project Description

Budget: \$500,000 **Purpose:** Water
Location: Wilderness Park **Project Manager:** Andrzej Kasiniak, P.E.
Description: Project will retrofit the 1M gallon tank located in Wilderness Park.
Justification: The existing tank is old and it does not meet seismic design standards
Start Date: 2017 **Completion Date:** 2018

Capital Funding

Sources of Funding

		Prior Years	Six Year Plan					Total	
			2016	2017	2018	2019	2020		2021
1	Federal Grants								-
2	State Grants								-
3	County								-
4	PWTF								-
5	Voted Bonds								-
7	City/Utility Reserves			80,000	420,000				500,000
	Total	-	-	80,000	420,000	-	-	-	500,000

Capital Costs

		Prior Years	Six Year Plan					Total Costs	
			2016	2017	2018	2019	2020		2021
	Planning & Design			80,000					80,000
	Land/ Right of Way								-
	Construction				400,000				400,000
	Management				20,000				20,000
	Total	-	-	80,000	420,000	-	-	-	500,000

Estimated Impact on Future Operating Budgets

Notes: There will be no additional impact on future operating budgets.

		Prior Years	Six Year Plan					Total Costs	
			2016	2017	2018	2019	2020		2021
	Operating								-
	Debt								-
	Total	-	-	-	-	-	-	-	-

Project Name: Fjord Street Main Replacement

Project Description

Budget: \$170,000 **Purpose:** Water
Location: Old Town Area **Project Manager:** Andrzej Kasiniak, P.E.
Description: The project will replace the undersized water main along Fjord Street between Marine Science Center and Harrison.
Justification: The project will improve the fire flow in Old Town Area.
Start Date: 2015 **Completion Date:** 2016

Capital Funding

Sources of Funding

		Prior Years	Six-Year Plan					Total	
			2016	2017	2018	2019	2020		2021
1	Federal Grants								-
2	State Grants								-
3	County								-
4	PWTF								-
5	Voted Bonds								-
7	City/Utility Reserves	120,000	50,000						170,000
	Total	120,000	50,000	-	-	-	-	-	170,000

Capital Costs

		Prior Years	Six-Year Plan					Total Costs	
			2016	2017	2018	2019	2020		2021
	Planning & Design	10,000							10,000
	Land/ Right of Way								-
	Construction	100,000	50,000						150,000
	Management	10,000							10,000
	Total	120,000	50,000	-	-	-	-	-	170,000

Estimated Impact on Future Operating Budgets

Notes: There will be no additional impact on future operating budgets.

		Prior Years	Six-Year Plan					Total Costs	
			2016	2017	2018	2019	2020		2021
	Operating								-
	Debt								-
	Total	-	-	-	-	-	-	-	-

Project Name: Old Town Water Main Replacement

Project Description

Budget: \$650,000 **Purpose:** Water
Location: Old Town Area **Project Manager:** Andrzej Kasiniak, P.E.
Description: The project will replace the undersized water main along three streets: Harrison, Eliason, and Ryen
Justification: The project will improve the fire flow in Old Town Area.
Start Date: 2018 **Completion Date:** 2021

Capital Funding

Sources of Funding

		Prior Years	Six-Year Plan					Total	
			2016	2017	2018	2019	2020		2021
1	Federal Grants								-
2	State Grants								-
3	County								-
4	PWTF								-
5	Voted Bonds								-
7	City/Utility Reserves			350,000				300,000	650,000
	Total	-	-	350,000	-	-	-	300,000	650,000

Capital Costs

		Prior Years	Six-Year Plan					Total Costs	
			2016	2017	2018	2019	2020		2021
	Planning & Design				20,000			20,000	40,000
	Land/ Right of Way								-
	Construction			320,000				270,000	590,000
	Management			10,000				10,000	20,000
	Total	-	-	350,000	-	-	-	300,000	650,000

Estimated Impact on Future Operating Budgets

Notes: There will be no additional impact on future operating budgets.

		Prior Years	Six-Year Plan					Total Costs	
			2016	2017	2018	2019	2020		2021
	Operating								-
	Debt								-
	Total	-	-	-	-	-	-	-	-

Project Name: Front Street Water Main Replacement

Project Description

Budget: \$220,000 **Purpose:** Water
Location: Front Street **Project Manager:** Andrzej Kasiniak, P.E.
Description: The project will replace the "old" Cast Iron water main with a Ductile Iron water main along Front Street between Jensen and 4th Ave
Justification: The existing main is "old" and needs to be replaced
Start Date: 2019 **Completion Date:** 2019

Capital Funding

Sources of Funding

		Prior Years	Six-Year Plan					Total	
			2016	2017	2018	2019	2020		2021
1	Federal Grants								-
2	State Grants								-
3	County								-
4	PWTF								-
5	Voted Bonds								-
7	City/Utility Reserves				220,000				220,000
	Total	-	-	-	-	220,000	-	-	220,000

Capital Costs

		Prior Years	Six-Year Plan					Total Costs	
			2016	2017	2018	2019	2020		2021
	Planning & Design					20,000			20,000
	Land/ Right of Way								-
	Construction					190,000			190,000
	Management					10,000			10,000
	Total	-	-	-	-	220,000	-	-	220,000

Estimated Impact on Future Operating Budgets

Notes: There will be no additional impact on future operating budgets.

		Prior Years	Six-Year Plan					Total Costs	
			2016	2017	2018	2019	2020		2021
	Operating								-
	Debt								-
	Total	-	-	-	-	-	-	-	-

Project Name: Telemetry System

Project Description

Budget: \$259,000 **Purpose:** Water
Location: City Wide **Project Manager:** Andrzej Kasiniak, P.E.
Description: The existing SCADA (Supervisory Control and Data Acquisition) System is old and needs to be upgraded. The new system will be comprised of one MTU (master telemetry unit) and 23 RTUs (remote telemetry units). The existing telemetry provides only information input data. It does not allow the operator to remotely control or operate any facilities.
Justification: The existing system is 20 year old and does not meet the city's needs.
Start Date: 2015 **Completion Date:** 2016

Capital Funding

Sources of Funding

		Prior Years	Six-Year Plan					Total	
			2016	2017	2018	2019	2019		2021
1	Federal Grants								-
2	State Grants								-
4	PWTF								-
5	Voted Bonds								-
7	City/Utility Reserves	84,000	175,000						259,000
	Total	84,000	175,000		-	-	-	-	259,000

Capital Costs

		Prior Years	Six-Year Plan					Total Costs	
			2016	2017	2018	2019	2019		2021
	Planning & Design	9,000							9,000
	Land/ Right of Way								-
	Construction	70,000	165,000						235,000
	Management	5,000	10,000						15,000
	Total	84,000	175,000	-			-	-	259,000

Estimated Impact on Future Operating Budgets

Notes: There will be no additional impact on future operating budgets.

		Prior Years	Six-Year Plan					Total Costs	
			2016	2017	2018	2019	2019		2021
	Operating								-
	Debt								-
	Total	-	-	-	-	-	-	-	-

Project Name: Finn Hill Tank Painting

Project Description

Budget: \$300,000 **Purpose:** Water
Location: Finn Hill **Project Manager:** Andrzej Kasiniak, P.E.
Description: The City plans to recoat the Finn Hill Water Tank in 2021.
Justification: Periodic coating needs to be applied to protect the structure from damage.
Start Date: 2021 **Completion Date:** 2021

Capital Funding

Sources of Funding

		Prior Years	Six-Year Plan					Total	
			2016	2017	2018	2019	2020		2021
1	Federal Grants								-
2	State Grants								-
4	PWTF								-
5	Voted Bonds								-
7	City/Utility Reserves							300,000	300,000
	Total		-	-	-	-	-	300,000	300,000

Capital Costs

		Prior Years	Six-Year Plan					Total Costs	
			2016	2017	2018	2019	2020		2021
	Planning & Design								-
	Land/ Right of Way								-
	Construction	-						270,000	270,000
	Management							30,000	30,000
	Total	-	-	-	-	-	-	300,000	300,000

Estimated Impact on Future Operating Budgets

Notes: There will be no additional impact on future operating budgets.

		Prior Years	Six-Year Plan					Total Costs	
			2016	2017	2018	2019	2020		2021
	Operating								-
	Debt								-
	Total	-	-	-	-	-	-	-	-

Project Name: Olhava Tank Painting

Project Description

Budget: \$300,000 **Purpose:** Water
Location: Olhava **Project Manager:** Andrzej Kasiniak, P.E.
Description: The City plans to recoat the Olhava Water Tank in 2021.
Justification: Periodic coating needs to be applied to protect the structure from damage.
Start Date: 2021 **Completion Date:** 2021

Capital Funding

Sources of Funding

		Prior Years	Six-Year Plan					Total	
			2016	2017	2018	2019	2020		2021
1	Federal Grants								-
2	State Grants								-
4	PWTF								-
5	Voted Bonds								-
7	City/Utility Reserves							300,000	300,000
	Total		-	-	-	-	-	300,000	300,000

Capital Costs

		Prior Years	Six-Year Plan					Total Costs	
			2016	2017	2018	2019	2020		2021
	Planning & Design								-
	Land/ Right of Way								-
	Construction	-						270,000	270,000
	Management							30,000	30,000
	Total	-	-	-	-	-	-	300,000	300,000

Estimated Impact on Future Operating Budgets

Notes: There will be no additional impact on future operating budgets.

		Prior Years	Six-Year Plan					Total Costs	
			2016	2017	2018	2019	2020		2021
	Operating								-
	Debt								-
	Total	-	-	-	-	-	-	-	-

Project Name: Liberty Ridge Apartment Fire Flow Improvements

Project Description

Budget: \$100,000 **Purpose:** Water
Location: Liberty Ridge **Project Manager:** Andrzej Kasiniak, P.E.
Description: The Liberty Ridge Apartments does not have sufficient fire flow. As a temporary solution the City installed and operates the booster pump station. The permanent solution is to install 8" main that will connect the Bond Road main to 1st Avenue main.
Justification: Improve fire flow
Start Date: 2019 **Completion Date:** 2019

Capital Funding

Sources of Funding

		Prior Years	Six-Year Plan						Total
			2016	2017	2018	2019	2020	2021	
1	Federal Grants								-
2	State Grants								-
4	PWTF								-
5	Voted Bonds								-
7	City/Utility Reserves				100,000				100,000
	Total		-	-	-	100,000	-	-	100,000

Capital Costs

		Prior Years	Six-Year Plan						Total Costs
			2016	2017	2018	2019	2020	2021	
	Planning & Design								-
	Land/ Right of Way								-
	Construction	-				20,000			20,000
	Management					80,000			80,000
	Total	-	-	-	-	100,000	-	-	100,000

Estimated Impact on Future Operating Budgets

Notes: There will be no additional impact on future operating budgets.

		Prior Years	Six-Year Plan						Total Costs
			2016	2017	2018	2019	2020	2021	
	Operating								-
	Debt								-
	Total	-	-	-	-	-	-	-	-

Project Name: Long Term Water Supply Study

Project Description

Budget: \$30,000 **Purpose:** Water
Location: City Wide **Project Manager:** Andrzej Kasiniak, P.E.
Description: The City plans to do a study verifying we are maximizing our existing water rights.
Justification: The City has sufficient water rights to supply water demands through 2034 but it will not be able to meet the maximum daily demand in the recommended 18-hour pumping period starting in 2018.
Start Date: 2018 **Completion Date:** 2018

Capital Funding

Sources of Funding

		Prior Years	Six-Year Plan					Total	
			2016	2017	2018	2019	2020		2021
1	Federal Grants								-
2	State Grants								-
4	PWTF								-
5	Voted Bonds								-
7	City/Utility Reserves				30,000				30,000
	Total		-	-	30,000	-	-	-	30,000

Capital Costs

		Prior Years	Six-Year Plan					Total Costs	
			2016	2017	2018	2019	2020		2021
	Planning & Design				30,000				30,000
	Land/ Right of Way								-
	Construction	-							-
	Management								-
	Total	-	-	-	30,000	-	-	-	30,000

Estimated Impact on Future Operating Budgets

Notes: There will be no additional impact on future operating budgets.

		Prior Years	Six-Year Plan					Total Costs	
			2016	2017	2018	2019	2020		2021
	Operating								-
	Debt								-
	Total	-	-	-	-	-	-	-	-

Project Name: Noll Road Water Improvements

Project Description

Budget: \$230,000 **Purpose:** Water
Location: Noll Road **Project Manager:** Diane Lenius, P.E.
Description: Future Water system improvements associated with the City's Noll Road project
Justification: The City will be making required water system improvements associated with the City's Noll Road Improvements construction.
Start Date: 2016 **Completion Date:** 2018

Capital Funding

Sources of Funding

		Prior Years	Six-Year Plan					Total	
			2016	2017	2018	2019	2020		2021
1	Federal Grants								-
2	State Grants								-
4	PWTF								-
5	Voted Bonds								-
7	City/Utility Reserves		20,000	105,000	105,000				230,000
	Total		20,000	105,000	105,000	-	-	-	230,000

Capital Costs

		Prior Years	Six-Year Plan					Total Costs	
			2016	2017	2018	2019	2020		2021
	Planning & Design		20,000						20,000
	Land/ Right of Way								-
	Construction	-		100,000	100,000				200,000
	Management			5,000	5,000				10,000
	Total	-	20,000	105,000	105,000	-	-	-	230,000

Estimated Impact on Future Operating Budgets

Notes: There will be no additional impact on future operating budgets.

		Prior Years	Six-Year Plan					Total Costs	
			2016	2017	2018	2019	2020		2021
	Operating								-
	Debt								-
	Total	-	-	-	-	-	-	-	-

Project Name: Viking Ave. PRV Installation

Project Description

Budget: \$320,000 **Purpose:** Water
Location: Viking Avenue **Project Manager:** Andrzej Kasiniak, P.E.
Description: The project will install two Pressue Reducing Valve systems in the vicinity of Viking Avenue as well as adding service line replacements on Finn Hill.
Justification: The existing water pressure in the vicinity of Viking Avenue is very high (180 psi) and needs to be reduced
Start Date: 2015 **Completion Date:** 2016

Capital Funding

Sources of Funding

		Prior Years	Six-Year Plan						Total
			2016	2017	2018	2019	2020	2021	
1	Federal Grants								-
2	State Grants								-
3	County								-
4	PWTF								-
5	Voted Bonds								-
7	City/Utility Reserves	220,000	100,000						320,000
	Total	220,000	100,000	-	-	-	-	-	320,000

Capital Costs

		Prior Years	Six-Year Plan						Total Costs
			2016	2017	2018	2019	2020	2021	
	Planning & Design	30,000							30,000
	Land/ Right of Way								-
	Construction	180,000	90,000						270,000
	Management	10,000	10,000						20,000
	Total	220,000	100,000	-	-	-	-	-	320,000

Estimated Impact on Future Operating Budgets

Notes: There will be no additional impact on future operating budgets.

		Prior Years	Six-Year Plan						Total Costs
			2016	2017	2018	2019	2020	2021	
	Operating								-
	Debt								-
	Total	-	-	-	-	-	-	-	-

Project Name: Pugh Well/Lincoln #1 and #2 Treatment for Manganese

Project Description

Budget: \$1,510,000 **Purpose:** Water
Location: Lincoln **Project Manager:** Andrzej Kasiniak, P.E.
Description: This project will install a treatment facility at the new well sites. Water quality reports have indicated higher than "normal" manganese content in the raw water (0.109mg/l).
Justification: A treatment facility would reduce or eliminate the manganese in the finished water (<0.05 mg/l).
Start Date: 2014 **Completion Date:** 2016

Capital Funding

Sources of Funding

		Prior Years	Six-Year Plan						Total
			2016	2017	2018	2019	2020	2021	
1	Federal Grants								-
2	State Grants								-
3	County								-
4	PWTF								-
5	Voted Bonds								-
7	City/Utility Reserves	1,310,000	200,000						1,510,000
	Total	1,310,000	200,000	-	-	-	-	-	1,510,000

Capital Costs

		Prior Years	Six-Year Plan						Total Costs
			2016	2017	2018	2019	2020	2021	
	Planning & Design	250,000							250,000
	Land/ Right of Way								-
	Construction	1,000,000	180,000						1,180,000
	Management	60,000	20,000						80,000
	Total	1,310,000	200,000	-	-	-	-	-	1,510,000

Estimated Impact on Future Operating Budgets

Notes: It is anticipated there will be limited budget impact in 2016, 2017 and 2018.

		Prior Years	Six-Year Plan						Total Costs
			2016	2017	2018	2019	2020	2021	
	Operating		5,000	5,000	5,000				15,000
	Debt								-
	Total	-	5,000	5,000	5,000	-	-	-	15,000

Project Name: Dogfish Creek Restoration

Project Description

Budget: \$725,000 **Purpose:** Storm Drain
Location: South Fork of Dogfish Creek **Project Manager:** Andrzej Kasiniak, P.E.

Description: This project will reduce flooding and improve the Creek fish habitat

Justification: Dogfish Creek routinely overflows its banks onto the Public Works property and the Poulsbo Village Shopping Center. The culvert under 8th Avenue is too small and can flood, especially when partially blocked with sediment. Heavy brush and debris restricts flow and salmon migration in sections through Centennial Park. The proposed projects are identified in the Master Plan.

Start Date: 2011 **Completion Date:** 2021

Capital Funding

Sources of Funding

		Prior Years	Six-Year Plan					Total	
			2016	2017	2018	2019	2020		2021
1	Federal Grants								-
2	State Grants		75,000	60,000		200,000		200,000	535,000
3	County								-
4	PWTF								-
5	Voted Bonds								-
7	City/Utility Reserves	5,000	65,000	20,000		50,000		50,000	190,000
	Total	5,000	140,000	80,000	-	250,000	-	250,000	725,000

Capital Costs

		Prior Years	Six-Year Plan					Total Costs	
			2016	2017	2018	2019	2020		2021
	Planning & Design	5,000	140,000	80,000					225,000
	Land/ Right of Way								-
	Construction					230,000		230,000	460,000
	Management					20,000		20,000	40,000
	Total	5,000	140,000	80,000	-	250,000	-	250,000	725,000

Estimated Impact on Future Operating Budgets

Notes: There will be no additional impact on future operating budgets.

		Prior Years	Six-Year Plan					Total Costs	
			2016	2017	2018	2019	2020		2021
	Operating								-
	Debt								-
	Total	-	-	-	-	-	-	-	-

Project Name: Noll Road Culvert Replacement/Bjorgen Creek Culvert

Project Description

Budget: \$620,000 **Purpose:** Storm Drain
Location: South of Noll Road **Project Manager:** Andrzej Kasiniak, P.E.
Description: This project will replace the existing 36-inch culvert with a 8/10 foot wide culvert.
Justification: The existing culvert is undersized. Therefore: 1) Creates a fish passage barrier and 2) Creates flooding problem.
Start Date: 2009 **Completion Date:** 2018

Capital Funding

Sources of Funding

		Prior Years	Six-Year Plan						Total
			2016	2017	2018	2019	2020	2021	
1	Federal Grants								-
2	State Grants				400,000				400,000
3	County								-
4	PWTF								-
5	Voted Bonds								-
7	City/Utility Reserves	90,000	30,000		100,000				220,000
	Total	90,000	30,000	-	500,000	-	-	-	620,000

Capital Costs

		Prior Years	Six-Year Plan						Total Costs
			2016	2017	2018	2019	2020	2021	
	Planning & Design	90,000	30,000						120,000
	Land/ Right of Way								-
	Construction			480,000					480,000
	Management			20,000					20,000
	Total	90,000	30,000	-	500,000	-	-	-	620,000

Estimated Impact on Future Operating Budgets

Notes: It is anticipated there will be limited budget impact in 2015 and 2016.

		Prior Years	Six-Year Plan						Total Costs
			2016	2017	2018	2019	2020	2021	
	Operating	6,000	2,000						8,000
	Debt								-
	Total	6,000	2,000	-	-	-	-	-	8,000

Project Name: Replace Storm Drains in Ridgewood /Kevos Pond

Project Description

Budget: \$323,000 **Purpose:** Storm Drain
Location: Ridgewood **Project Manager:** Andrzej Kasiniak, P.E.
Description: The existing storm drain does not meet the current standards. The Ridgewood /Kevos Pond Basin Plan identified several capital improvement projects that will address system deficiencies. Phase I improvements will be implemented between 2015 (PS&E) and 2017 (construction). Phase I recommended improvements consist of three projects: Norrland Control Structure Modifications, Wendy Way Pipe Replacement, and Kevos/Ridgewood Pipe replacement.
Justification: During heavy storm events, water floods private properties.
Start Date: 2012 **Completion Date:** 2017

Capital Funding

Sources of Funding

		Prior Years	Six-Year Plan					Total	
			2016	2017	2018	2019	2020		2021
1	Federal Grants								-
2	State Grants								-
3	County								-
4	PWTF								-
5	Voted Bonds								-
7	City/Utility Reserves	43,000		280,000					323,000
	Total	43,000		280,000		-	-	-	323,000

Capital Costs

		Prior Years	Six-Year Plan					Total Costs	
			2016	2017	2018	2019	2020		2021
	Planning & Design	20,000							20,000
	Land/ Right of Way								-
	Construction			260,000					260,000
	Management	23,000		20,000					43,000
	Total	43,000		280,000	-	-	-	-	323,000

Estimated Impact on Future Operating Budgets

Notes: There will be no additional impact on future operating budgets.

		Prior Years	Six-Year Plan					Total Costs	
			2016	2017	2018	2019	2020		2021
	Operating								-
	Debt								-
	Total	-	-	-	-	-	-	-	-

Project Name: Norrland Drainage Ditch Replacement

Project Description

Budget: \$57,000 **Purpose:** Storm Drain
Location: Norrland Ct. **Project Manager:** Andrzej Kasiniak, P.E.
Description: Two storm drains discharge to an open ditch that flows through the back yards of 3 homes. This project will replace the ditch with 90 linear feet of 18" diameter PVC and install two catch basins.
Justification: The drainage ditch was originally designed to carry flow from the drainage channel north of Lincoln Road. A detention structure was placed in Lincoln Road and discharged to the ditch. This caused the control structure in the Norrland cul-de-sac to back up into the yards and flood at least one of the crawl spaces. The control structure has not been opened to minimize the problem. This project cannot be accomplished until the Wendy Way storm main is increased to 18".
Start Date: 2017 **Completion Date:** 2017

Capital Funding

Sources of Funding

		Prior Years	Six-Year Plan						Total
			2016	2017	2018	2019	2020	2021	
1	Federal Grants								-
2	State Grants								-
3	County								-
4	PWTF								-
5	Voted Bonds								-
7	City/Utility Reserves			57,000					57,000
	Total		-	57,000	-	-	-	-	57,000

Capital Costs

		Prior Years	Six-Year Plan						Total Costs
			2016	2017	2018	2019	2020	2021	
	Planning & Design								
	Land/ Right of Way								-
	Construction			57,000					57,000
	Management								-
	Total		-	57,000	-	-	-	-	57,000

Estimated Impact on Future Operating Budgets

Notes: There will be no additional impact on future operating budgets.

		Prior Years	Six-Year Plan						Total Costs
			2016	2017	2018	2019	2020	2021	
	Operating								-
	Debt								-
	Total	-	-	-	-	-	-	-	-

Project Name: Replace Storm Drain West of 10th Ave

Project Description

Budget: \$40,000 **Purpose:** Storm Drain
Location: 10th Ave. **Project Manager:** Andrzej Kasiniak, P.E.
Description: This project will replace 150 feet of storm drain main running through the private property at 18581 10th Avenue NE with larger diameter pipe. As well as replace catch basins if required, patch asphalt pavement, and restore all landscaping in the yard.
Justification: This short segment of storm drain carries a large quantity of water. Evaluate pipe conditions to determine whether there may be a partial collapse of the line. A portion was repaired in 2001 but the problem still exists. Consider replacing with a larger diameter main.
Start Date: 2020 **Completion Date:** 2020

Capital Funding

Sources of Funding

		Prior Years	Six-Year Plan					Total	
			2016	2017	2018	2019	2020		2021
1	Federal Grants								-
2	State Grants								-
3	County								-
4	PWTF								-
5	Voted Bonds								-
7	City/Utility Reserves					40,000			40,000
	Total	-	-	-	-	-	40,000	-	40,000

Capital Costs

		Prior Years	Six-Year Plan					Total Costs	
			2016	2017	2018	2019	2020		2021
	Planning & Design						8,000		8,000
	Land/ Right of Way								-
	Construction						32,000		32,000
	Management								-
	Total	-	-	-	-	-	40,000	-	40,000

Estimated Impact on Future Operating Budgets

Notes: There will be no additional impact on future operating budgets.

		Prior Years	Six-Year Plan					Total Costs	
			2016	2017	2018	2019	2020		2021
	Operating								-
	Debt								-
	Total	-	-	-	-	-	-	-	-

Project Name: Repair American Legion Park Outfall

Project Description

Budget: \$120,000 **Purpose:** Storm Drain
Location: American Legion Park **Project Manager:** Andrzej Kasiniak, P.E.
Description: The stormwater outfall located at the north end of American Legion Park is in jeopardy of failing due to slope erosion. This project will replace the outfall and stabilize the bank.
Justification: The bank has eroded and several large trees have fallen into Liberty Bay. The edge of the bank is now about 3 feet from the last manhole. The loss of another tree and further bank erosion could cause the manhole to tip into Liberty Bay resulting in damage to the outfall, erosion, and further loss of park land.
Start Date: 2020 **Completion Date:** 2020

Capital Funding

Sources of Funding

		Prior Years	Six-Year Plan						Total
			2016	2017	2018	2019	2020	2021	
1	Federal Grants								-
2	State Grants								-
3	County								-
4	PWTF								-
5	Voted Bonds								-
7	City/Utility Reserves					120,000			120,000
	Total	-	-	-	-	-	120,000	-	120,000

Capital Costs

		Prior Years	Six-Year Plan						Total Costs
			2016	2017	2018	2019	2020	2021	
	Planning & Design					20,000			20,000
	Land/ Right of Way								-
	Construction					100,000			100,000
	Management								-
	Total	-	-	-	-	-	120,000	-	120,000

Estimated Impact on Future Operating Budgets

Notes: There will be no additional impact on future operating budgets.

		Prior Years	Six-Year Plan						Total Costs
			2016	2017	2018	2019	2020	2021	
	Operating								-
	Debt								-
	Total	-	-	-	-	-	-	-	-

Project Name: Viking Avenue Storm Drain Project

Project Description

Budget: \$1,675,000 **Purpose:** Storm Drain
Location: Various Locations along Viking Avenue **Project Manager:** Andrzej Kasiniak, P.E.
Description: Viking Avenue is one of the largest paved drainage basins in the City, it currently does not have adequate storm drain treatment. This project will install regional stormwater treatment facilities to provide necessary treatment of the storm water.
Justification: Currently the untreated stormwater from Viking Ave Rd and from the commercial properties along Viking Avenue corridor is discharged to wetlands and/or Liberty Bay.
Start Date: 2016 **Completion Date:** 2020

Capital Funding

Sources of Funding

		Prior Years	Six-Year Plan						Total
			2016	2017	2018	2019	2020	2021	
1	Federal Grants								-
2	State Grants		75,000	450,000		400,000	400,000		1,325,000
3	County								-
4	PWTF								-
5	Voted Bonds								-
7	City/Utility Reserves		25,000	125,000		100,000	100,000		350,000
	Total	-	100,000	575,000	-	500,000	500,000	-	1,675,000

Capital Costs

		Prior Years	Six-Year Plan						Total Costs
			2016	2017	2018	2019	2020	2021	
	Planning & Design		100,000	50,000					150,000
	Land/ Right of Way			500,000					500,000
	Construction					450,000	450,000		900,000
	Management			25,000		50,000	50,000		125,000
	Total	-	100,000	575,000	-	500,000	500,000	-	1,675,000

Estimated Impact on Future Operating Budgets

Notes: There will be no additional impact on future operating budgets.

		Prior Years	Six-Year Plan						Total Costs
			2016	2017	2018	2019	2020	2021	
	Operating								-
	Debt								-

Project Name: Small Anderson Parkway Retrofit

Project Description

Budget: \$303,000 **Purpose:** Storm Drain
Location: Small Anderson Parkway **Project Manager:** Andrzej Kasiniak, P.E.
Description: The project will install various treatment facilities within Small Anderson Parkway.
Justification: Currently the untreated stormwater from Small Anderson Parkway is discharged to Liberty Bay.
Start Date: 2015 **Completion Date:** 2017

Capital Funding

Sources of Funding

		Prior Years	Six-Year Plan					Total	
			2016	2017	2018	2019	2020		2021
1	Federal Grants								-
2	State Grants	60,000	100,000	86,000					246,000
3	County								-
4	PWTF								-
5	Voted Bonds								-
7	City/Utility Reserves	12,000	25,000	20,000					57,000
	Total	72,000	125,000	106,000	-	-	-	-	303,000

Capital Costs

		Prior Years	Six-Year Plan					Total Costs	
			2016	2017	2018	2019	2020		2021
	Planning & Design	72,000							72,000
	Land/ Right of Way								-
	Construction		115,000	95,000					210,000
	Management		10,000	11,000					21,000
	Total	72,000	125,000	106,000	-	-	-	-	303,000

Estimated Impact on Future Operating Budgets

Notes: There will be no additional impact on future operating budgets.

		Prior Years	Six-Year Plan					Total Costs	
			2016	2017	2018	2019	2020		2021
	Operating								-
	Debt								-
	Total	-	-	-	-	-	-	-	-

Project Name: 8th Ave Culvert Replacement

Project Description

Budget: \$500,000 **Purpose:** Storm Drain
Location: 8th Ave **Project Manager:** Andrzej Kasiniak, P.E.
Description: This Project will replace the undersized culvert in the vicinity of 8th Ave and Lincoln Road intersection.
Justification: Replacing this culvert with a larger diameter culvert will reduce flooding and improve fish passage.
Start Date: 2017 **Completion Date:** 2019

Capital Funding

Sources of Funding

		Prior Years	Six-Year Plan					Total	
			2016	2017	2018	2019	2020		2021
1	Federal Grants								-
2	State Grants								-
3	County								-
4	PWTF								-
5	Voted Bonds								-
7	City/Utility Reserves			50,000	200,000	250,000			500,000
	Total		-	50,000	200,000	250,000	-	-	500,000

Capital Costs

		Prior Years	Six-Year Plan					Total Costs	
			2016	2017	2018	2019	2020		2021
	Planning & Design			50,000					50,000
	Land/ Right of Way								-
	Construction				180,000	225,000			405,000
	Management				20,000	25,000			45,000
	Total		-	50,000	200,000	250,000	-	-	500,000

Estimated Impact on Future Operating Budgets

Notes: There will be no addition impact on future operating budgets.

		Prior Years	Six-Year Plan					Total Costs	
			2016	2017	2018	2019	2020		2021
	Operating								-
	Debt								-
	Total		-	-	-	-	-	-	-

Fjord Dr. NE Stormwater Quality Treatment Improvements

Project Name:

Project Description

Budget: \$76,300 **Purpose:** Storm Drain

Location: Fjord Drive NE **Project Manager:** Andrzej Kasiniak, P.E.

Description: The project will increase the stormwater treatment from a 600-foot section of Lemolo Drive to Ecology standards with a Modular Wetland System treatment device and additional stormwater piping.

Justification: There are no existing water quality facilities along Lemolo Dr. and Fjord Dr which outfalls directly to Liberty Bay. The proposed project will meet Enhanced Water Quality Treatment Standards to the existing outfalls which are located in smelt spawning areas.

Start Date: 2016 **Completion Date:** 2017

Capital Funding

Sources of Funding

		Prior Years	Six-Year Plan					Total	
			2016	2017	2018	2019	2020		2021
1	Federal Grants								-
2	State Grants								-
3	County								-
4	PWTF								-
5	Voted Bonds								-
7	City/Utility Reserves		6,000	70,300					76,300
	Total	-	6,000	70,300	-	-	-	-	76,300

Capital Costs

		Prior Years	Six-Year Plan					Total Costs	
			2016	2017	2018	2019	2020		2021
	Planning & Design		6,000						6,000
	Land/ Right of Way								-
	Construction			58,600					58,600
	Management			11,700					11,700
	Total	-	6,000	70,300	-	-	-	-	76,300

Estimated Impact on Future Operating Budgets

Notes: There will be no additional impact on future operating budgets.

		Prior Years	Six-Year Plan					Total Costs	
			2016	2017	2018	2019	2020		2021
	Operating								-
	Debt								-
	Total	-	-	-	-	-	-	-	-

Project Name: Glenn Haven Storm Drain Replacement

Project Description

Budget: \$130,000 **Purpose:** Storm Drain
Location: Glenn Haven from Mesford to the Outfall at Wilderness View Development **Project Manager:** Andrzej Kasiniak, P.E.
Description: The project is replacing 700 linear feet of old 12" Corrugated Metal Pipe storm pipe from Mesford that flows down Glenn Haven to Wilderness View along with the required asphalt repair work
Justification: The existing pipe is old CMP. The pipe is rusted away. Initial camera inspections show the bottom of the pipe is completely disintegrated. This pipe carries the storm flows from the Ridgewood Development as well as the upper portion of Mesford.
Start Date: 2020 **Completion Date:** 2021

Capital Funding

Sources of Funding

		Prior Years	Six-Year Plan					Total	
			2016	2017	2018	2019	2020		2021
1	Federal Grants								-
2	State Grants								-
3	County								-
4	PWTF								-
5	Voted Bonds								-
7	City/Utility Reserves					10,000	120,000		130,000
	Total	-	-	-	-	-	10,000	120,000	130,000

Capital Costs

		Prior Years	Six-Year Plan					Total Costs	
			2016	2017	2018	2019	2020		2021
	Planning & Design						10,000		10,000
	Land/ Right of Way								-
	Construction							110,000	110,000
	Management							10,000	10,000
	Total	-	-	-	-	-	10,000	120,000	130,000

Estimated Impact on Future Operating Budgets

Notes: There will be no additional impact on future operating budgets.

		Prior Years	Six-Year Plan					Total Costs	
			2016	2017	2018	2019	2020		2021
	Operating								-
	Debt								-
	Total	-	-	-	-	-	-	-	-

Project Name: Fjord Storm Drain

Project Description

Budget: \$200,000 **Purpose:** Storm Drain
Location: Fjord Drive from Hostmark to Harrison Street **Project Manager:** Andrzej Kasiniak, P.E.
Description: The project is replacing 700 linear feet of old concrete storm and undersized basins.
Justification: The existing pipe is old 8" concrete line and very small undersized catch basins. The project will enhance water quality.
Start Date: 2016 **Completion Date:** 2016

Capital Funding

Sources of Funding

		Prior Years	Six-Year Plan					Total	
			2016	2017	2018	2019	2020		2021
1	Federal Grants								-
2	State Grants								-
3	County								-
4	PWTF								-
5	Voted Bonds								-
7	City/Utility Reserves		200,000						200,000
	Total	-	200,000	-	-	-	-	-	200,000

Capital Costs

		Prior Years	Six-Year Plan					Total Costs	
			2016	2017	2018	2019	2020		2021
	Planning & Design		10,000						10,000
	Land/ Right of Way								-
	Construction		180,000						180,000
	Management		10,000						10,000
	Total	-	200,000	-	-	-	-	-	200,000

Estimated Impact on Future Operating Budgets

Notes: There will be no additional impact on future operating budgets.

		Prior Years	Six-Year Plan					Total Costs	
			2016	2017	2018	2019	2020		2021
	Operating								-
	Debt								-
	Total	-	-	-	-	-	-	-	-

Project Name: Poulsbo Creek Outfall

Project Description

Budget: \$280,000 **Purpose:** Storm Drain
Location: Fjord Drive - near the Yacht Club **Project Manager:** Andrzej Kasiniak, P.E.
Description: This project will replace the existing Poulsbo Outfall
Justification: The Poulsbo Creek Outfall is a corrugated metal pipe that has reached it's useful life. The pipe has corroded and is in need of replacement.
Start Date: 2016 **Completion Date:** 2018

Capital Funding

Sources of Funding

		Prior Years	Six-Year Plan					Total
			2016	2017	2018	2019	2020	
1	Federal Grants							-
2	State Grants							-
3	County							-
4	PWTF							-
5	Voted Bonds							-
7	City/Utility Reserves		25,000	5,000	250,000			280,000
	Total	-	25,000	5,000	250,000	-	-	280,000

Capital Costs

		Prior Years	Six-Year Plan					Total Costs
			2016	2017	2018	2019	2020	
	Planning & Design		25,000	5,000				30,000
	Land/ Right of Way							-
	Construction				230,000			230,000
	Management				20,000			20,000
	Total	-	25,000	5,000	250,000	-	-	280,000

Estimated Impact on Future Operating Budgets

Notes: There will be no additional impact on future operating budgets.

		Prior Years	Six-Year Plan					Total Costs
			2016	2017	2018	2019	2020	
	Operating							-
	Debt							-
	Total	-	-	-	-	-	-	-

Project Name: Noll Road Improvements Phase III

Project Description

Budget: \$4,348,500 **Purpose:** Storm Drain
Location: Noll Road **Project Manager:** Diane Lenius, P.E.
Description: The project limits are from SR 305 to Lincoln Road along a new alignment as shown on the City Transportation Plan. This project will be implemented in several phases. The road design phase will be funded 70% by streets and 30% by storm (catch basin and detention systems). The storm drain portion is responsible for collecting storm water run off from the roadway prism thus protecting private property, as well as treating the run off before it enters waters of the state. The construction cost split between roads and storm will be determined later. An initial phase was completed in 2014 - SR 305/Noll/ Johnson Intersection Traffic Study. In 2015 the city will initiate a design phase. In 2016 the City will acquire the Right of Way properties. The construction phase will be divided into four phases (2017, 2018, 2019 and 2021). Phase I of construction will be funded by State Transportation Package 2017/2018 \$4,000,000 (no match) and FHWA 2017/2018 Funding Cycle \$2,000,000 (16% match, \$320,000), FHWA/STP, and City TIF. Phases II, III and IV of construction will be funded by FHWA/STP, TIB, and CITY TIF.
Justification: The project will increase roadway capacity and improve safety.
Start Date: 2014 **Completion Date:** 2021

Capital Funding

Sources of Funding

		Prior Years	Six_Year Plan					Total	
			2016	2017	2018	2019	2020		2021
1	Federal Grants	277,500		930,000	996,000	990,000		1,155,000	4,348,500
2	State Grants								-
3	County								-
4	PWTF								-
7	City/Utility Reserves								-
8	City Impact Fees								-
	Total	277,500	-	930,000	996,000	990,000	-	1,155,000	4,348,500

Capital Costs

		Prior Years	Six-Year Plan					Total Costs	
			2016	2017	2018	2019	2020		2021
	Planning & Design	277,500							277,500
	Land/ Right of Way								-
	Construction			837,000	900,000	900,000		1,039,500	3,676,500
	Management			93,000	96,000	90,000		115,500	394,500
	Total	277,500	-	930,000	996,000	990,000	-	1,155,000	4,348,500

Estimated Impact on Future Operating Budgets

Notes: There will be no additional impact on future operating budget.

		Prior Years	Six-Year Plan					Total Costs	
			2016	2017	2018	2019	2020		2021
	Operating								-
	Debt								-
	Total	-	-	-	-	-	-	-	-

CITY OF POULSBO

2016 – 2021 CITY IMPROVEMENT PLAN

APPENDIX



 <h2 style="margin: 0;">City of Poulsbo</h2> <p style="margin: 0;">Legislative Policy</p>	
<p>Title: Capital Improvement Policy</p>	<p>Page Number: 1 of 2</p>
<p>Department: Finance Department</p>	<p>Effective Date: July 21, 1999</p>
<p>Revised Date: New</p>	<p>Revised by: Finance/Admin Committee</p>

PURPOSE

Poulsbo’s city government is accountable for a considerable investment in buildings, parks, roads, sewers, equipment and other capital investments. The preservation, maintenance, and future improvement of these facilities are a primary responsibility of the City. Planning and implementing sound capital improvement policies and programs today will help the City avoid emergencies and major costs in the future.

POLICY

A capital project is defined as a project of a nonrecurring nature with a cost of \$15,000 or more and estimated service life of 10 years or more.

GUIDELINES

- A. Annually, a six-year capital improvements program will be developed analyzing all anticipated capital projects by year and identifying associated funding sources. The plan will contain projections of how the city will perform over the six-year period in relation to policy targets.
- B. The first year of the six-year capital improvements program will be used as the basis for formal fiscal year appropriations during the annual budget process. The capital improvement program will incorporate in its projections of expenditures and funding sources any amounts relating to previous year’s appropriations but which have yet to be expended.
- C. The city will maintain a capital projects approval and monitoring committee composed of the City Engineer, Planning Director, Park and Recreation Director, Finance Director and the Committee Chairs from the Public Works, Community Services and the Finance/Admin Council Committees to meet quarterly and review the progress on all outstanding projects as well as to revise spending projections.

- D. The City Improvement Plan will be prepared and updated annually.
- E. The City Council will designate annual ongoing funding levels for each of the major project categories within the City Improvement Plan.
- F. Financial analysis of funding sources will be conducted for all proposed capital improvements.
- G. An annual Capital Budget will be developed and adopted by the City Council as part of the annual budget.
- H. The City Improvement Plan will be consistent with the Capital Facilities Element of the Comprehensive Plan.

REVISION CRITERIA

Each year during the Budget Process the Finance/Admin Committee will review Legislative Policies and recommend to Council any appropriate changes.

City of Poulsbo Debt Policy

SECTION I – INTRODUCTION & GUIDING PRINCIPLES

Purpose and Overview

The Debt Policy for the City of Poulsbo is established to help ensure that all debt is issued both prudently and cost effectively. The Debt Policy sets forth comprehensive guidelines for the issuance and management of all financings of the City Council. Adherence to the policy is essential to ensure that the Council maintains a sound debt position and protects the credit quality of its obligations.

Capital Planning:

The City shall integrate its debt issuance with its Capital Improvement Program (CIP) spending to ensure that planned financing conforms to policy targets regarding the level and composition of outstanding debt. This planning considers the long-term horizon, paying particular attention to financing priorities, capital outlays and competing projects. Long term borrowing shall be confined to the acquisition and/or construction of capital improvements and shall not be used to fund operating or maintenance costs. For all capital projects under consideration, the City shall set aside sufficient revenue from operations to fund ongoing normal maintenance needs and to provide reserves for periodic replacement and renewal. The issuance of debt to fund operating deficits is not permitted.

Legal Governing Principles

In the issuance and management of debt, the City shall comply with the state constitution and with all other legal requirements imposed by federal, state, and local rules and regulations, as applicable.

- State Statutes – The City may contract indebtedness as provided for by RCW 35A.40.090. General Obligation indebtedness is subject to the limitations on indebtedness provided for in RCW 39.36.020(2)(b) and Article VIII of the Washington State Constitution. Bonds evidencing such indebtedness shall be issued and sold in accordance with chapter 39.46.
- Federal Rules and Regulations – The City shall issue and manage debt in accordance with the limitations and constraints imposed by federal rules and regulations including the Internal Revenue Code of 1986, as amended; the Treasury Department regulations there under; and the Securities Acts of 1933 and 1934.
- Local Rules and Regulations – The City shall issue and manage debt in accordance with the limitations and constraints imposed by local rules and regulations.

Roles & Responsibilities

The City Council shall:

- Approve indebtedness;
- Approve appointment of independent financial advisor and bond counsel;
- Approve the Debt Policy;
- Approve budgets sufficient to provide for the timely payment of principal and interest on all debt; and
- In consultation with the City's General Counsel, financial advisor, and bond counsel, shall determine the most appropriate instrument for a proposed bond sale.

The Finance Director in consultation with the Finance Committee, the Mayor and full Council shall:

- Assume primary responsibility for debt management
- Provide for the issuance of debt at the lowest possible cost and risk;
- Determine the available debt capacity;
- Provide for the issuance of debt at appropriate intervals and in reasonable amounts as required to fund approved capital expenditures;
- Recommend to the City Council the manner of sale of debt;
- Monitor opportunities to refund debt and recommend such refunding as appropriate.
- Comply with all Internal Revenue Service (IRS), Securities and Exchange (SEC), and Municipal Securities Rulemaking Board (MSRB) rules and regulations governing the issuance of debt.
- Provide for the timely payment of principal and interest on all debt and ensure that the fiscal agent receives funds for payment of debt service on or before the payment date;
- Provide for and participate in the preparation and review of offering documents;
- Comply with all terms, conditions and disclosure required by the legal documents governing the debt issued;
- Submit to the City Council all recommendations to issue debt;
- Distribute to appropriate repositories information regarding financial condition and affairs at such times and in the form required by law, regulation and general practice, including Rule 15c2-12 regarding continuing disclosure;
- Provide for the distribution of pertinent information to rating agencies; and
- Apply and promote prudent fiscal practices.

Ethical Standards Governing Conduct

The members of the City staff, the Mayor and the City Council will adhere to the standards of conduct as stipulated by the Public Disclosure Act, RCW 42.17 and Ethics in Public Service, RCW 42.52.

SECTION II – PROFESSIONAL SERVICES

Professional Services

The City's Finance Department shall be responsible for the solicitation and selection of professional services that are required to administer the City's debt.

- Bond Counsel – With the exception of debt issued by the State, all debt issued by the City will include a written opinion by bond counsel affirming that the City is authorized to issue the proposed debt. The opinion shall include confirmation that the City has met all city and state constitutional and statutory requirements necessary for issuance, a determination of the proposed debt's federal income tax status and any other components necessary for the proposed debt.
- Financial Advisor – A Financial Advisor may be used to assist in the issuance of the City's debt. The Financial Advisor will provide the City with the objective advice and analysis on debt issuance. This includes, but is not limited to, monitoring of market opportunities, structuring and pricing of debt, and preparing official statements of disclosure.

- Underwriters – An Underwriter will be used for all debt issued in a negotiated sale method. The Underwriter is responsible for purchasing negotiated debt and reselling the debt to investors.
- Fiscal Agent – A fiscal agent will be used to provide accurate and timely securities processing and timely payment to bondholders. As provided under RCW 43.80, the City will use the Fiscal Agent that is determined by the State.
- Professional Service providers may be selected through a competitive selection process conducted by the Finance Director in consultation with the Finance Committee and Legal Counsel; the City Council shall approve the most qualified financial advisor/underwriter and bond counsel.
- These services shall be regularly monitored by the Finance Director.

SECTION III – DEBT STRUCTURE

Types of Debt Instruments:

The City may utilize several types of municipal debt obligations to finance long-term capital projects. Subject to the approval of City Council, the City is authorized to sell:

- **Unlimited Tax General Obligation Bonds** – The City shall use Unlimited Tax General Obligation Bonds, also known as “Voted General Obligation Bonds” as permitted under RCW 35A.40.090 for the purpose of general purpose, open space and parks, and utility infrastructure. Voted issues are limited to capital purposes only. Every project proposed for financing through general obligation debt should be accompanied by a full analysis of the future operating and maintenance costs associated with the project. UTGO Bonds are payable from excess tax levies and are subject to the assent of 60% of the voters at an election to be held for that purpose.
- **Limited Tax General Obligation Bonds** – A Limited-Tax General Obligation debt (LTGO), also known as “Non-Voted General Obligation Debt”, requires the City to levy a property tax sufficient to meet its debt service obligations but only up to a statutory limit. The City shall use Limited Tax General Obligation (LTGO) Bonds as permitted under RCW 35A.40.090 for general capital purposes only. General Obligation debt is backed by the full faith and credit of the City and is payable from General Fund reserves and taxes collected by the City. LTGO Bonds will only be issued if:
 - A project requires funding not available from alternative sources;
 - Matching fund monies are available which may be lost if not applied for in a timely manner; or,
 - Emergency conditions exist.
- **Revenue Bonds** – The City shall use Revenue Bonds as permitted under RCW 35A.40.090 for the purpose of financing construction or improvements to facilities of enterprise systems operated by the City in accordance with the Capital Improvement Plan. No taxing power or general fund pledge is provided as security.
- **Special Assessment/Local Improvement District Bonds** – The City shall use Special Assessment Bonds as permitted under RCW 35A.40.090 for the purpose of assuring the greatest degree of public equity in place of general obligation bond where possible. Local Improvement District (LID) Bonds represent debt that is repaid by the property owners who specifically benefit from the capital improvements through annual assessments paid to the City. LID’s are formed by the City Council

- after a majority of property owners agree to the assessment. No taxing power or general fund pledge is provided as security, and LID Bonds are not subject to statutory debt limitations. The debt is backed by the value of the property within the district and an LID Guaranty Fund, as required by State Law.
- **Short Term Debt** – The City shall use short term debt as permitted under RCW 39.50, for the purpose of meeting any lawful purpose of the municipal corporation, including the immediate financing needs of a project for which long term funding has been secured but not yet received. The City may use inter-fund loans rather than outside debt instruments to meet short-term cash flow needs for the project. Inter-fund loans will be permitted only if an analysis of the affected fund indicates excess funds are available and the use of the funds will not impact the fund's current operations. All inter-fund loans will be subject to Council approval and will bear interest at prevailing rates.
 - **Leases** – The City is authorized to enter into capital leases under 35A.40.090 RCW, subject to the approval of City Council.
 - **Public Works Trust Fund Loans** – The City shall use Public Works Trust Fund Loans as provided under RCW 43.155 for the purpose of repairing, replacing or creating domestic water systems, sanitary sewer systems, storm sewer systems, roads, streets, solid waste/recycling facilities and bridges.
 - **Local Option Capital Asset Lending (LOCAL) Program Debt** – The City is authorized to enter into a financing contract with the Office of the State Treasurer under RCW 39.94, for the purpose of financing equipment and capital needs through the State Treasurer's Office subject to existing debt limitations and financing considerations. The LOCAL Program is an expanded version of the state agency lease/purchase program that allows the pooling of funding into larger offerings of securities.

SECTION IV – TRANSACTION SPECIFIC POLICIES

Method of Sale - The City shall evaluate the best method of sale for each proposed bond issue.

1. **Competitive Bid Method** – Any competitive sale of the City's debt will require the approval of City Council. City debt issued on a competitive bid basis will be sold to the bidder proposing the lowest true interest cost to the City.
2. **Negotiated Bid Method** – When a negotiated sale is deemed advisable (in consultation with the Mayor and City Council) the Finance Director shall negotiate the most competitive pricing on debt issues and broker commissions in order to ensure the best value to the City.
 - If debt is sold on a negotiated basis, the negotiations of terms and conditions shall include, but not be limited to, prices, interest rates, underwriting or remarketing fees and commissions.
 - The City, with the assistance of its Financial Advisor, shall evaluate the terms offered by the underwriting team. Evaluations of prices, interest rates, fees and commissions

shall include prevailing terms and conditions in the marketplace for comparable issuers.

- No debt issue will be sold on a negotiated basis without an independent financial advisor.
3. The City shall use refunding bonds in accordance with the Refunding Bond Act, RCW 39.53. Unless otherwise justified, the City will refinance debt to achieve true savings as market opportunities arise. Refunding debt shall never be used for the purpose of avoiding debt service obligations. A target 5% cost savings (discounted to its present value) over the remainder of the debt must be demonstrated for any “advance refunding”, unless otherwise justified. The City, in consultation with its Financial Advisor, may approve a “current refunding” transaction of an existing debt issue if the refunding demonstrates a positive present value savings over the remaining life of the debt.
 4. With Council approval, interim financing of capital projects may be secured from the debt financing marketplace or from other funds through an inter-fund loan as appropriate in the circumstances.
 5. When issuing debt, the City shall strive to use special assessment, revenue or other self supporting bonds in lieu of general obligation bonds.

Limitations on Debt Issuance

1. The City shall remain in compliance with all debt limitations. As part of the annual budgeting process, a current summary of outstanding debt and compliance targets is prepared. The City shall observe the following limitations on debt issuance:
 - **General Obligation** – 2.5% of Assessed Value (RCW 39.36.020(2)(b))
 - **Non-Voted: 1.5%**
 - **Voted: 2.5%**
 - **Open Space and Park Facilities** – 2.5% of Assessed Value (RCW 39.36.020(4))
2. Debt payments shall not extend beyond the estimated useful life of the project being financed. The City shall keep the average maturity of general obligations bonds at or below 20 years, unless special circumstances arise warranting the need to extend the debt schedule.
3. Debt Limit Target: The City shall not exceed 90% of the legal debt limits from above.

Debt Structuring Practices

The following terms shall be applied to the City’s debt transactions, as appropriate. Individual terms may change as dictated by the marketplace or the unique qualities of the transaction.

- **Maturity** –The City shall issue debt with an average life less than or equal to the average life of the assets being financed. Unless otherwise stated in law, the final maturity of the debt shall be no longer than 40 years (RCW 39.46.110).
- **Debt Service Structure** – Unless otherwise justified, debt service should be structured on a level basis. Refunding bonds should be structured to produce equal savings by fiscal year. Unless otherwise justified, debt shall not have capitalized interest. If appropriate, debt service reserve funds may be used for revenue bonds.

- **Price Structure** – The City’s long-term debt may include par, discount, and premium bonds. Discount and premium bonds must be demonstrated to be advantageous relative to par bond structures, given market conditions.
- **Call Provisions** – For each transaction, the City shall evaluate the costs and benefits of call provisions. In general, the City shall opt for the shortest possible optional call consistent with optimal pricing.
- **Bond Insurance** – For each transaction, the City shall evaluate the costs and benefits of bond insurance or other credit enhancements. Any credit enhancement purchases by the City shall be competitively priced.
- **Tax-exemption** – Unless otherwise justified and deemed necessary, the City shall issue its debt on a tax-exempt basis.
- **Reimbursement resolution** – Must be adopted by City Council if the project hard costs are advanced prior to the bond sale.

SECTION V – COMMUNICATION

It is the policy of the City to remain as transparent as possible. The City shall manage relationships with the rating analysts assigned to the City’s credit, using both informal and formal methods to disseminate information.

- The City’s Comprehensive Financial Report (CAFR) shall be the primary vehicle for compliance with continuing disclosure requirements. The CAFR may be supplemented with additional documentation as required. Each year included in the CAFR, the City will report its compliance with debt targets and the goals of this Debt Management Policy.
- The City will issue a material event notice in accordance with provisions of SEC Rule 15c2-12. Prior to issuance of any material event, the Finance Director will discuss the materiality of any event with the Mayor, City Attorney and designated Council members, to ensure equal, timely and appropriate disclosure to the marketplace.
- The City shall seek to maintain and improve its current bond rating.

SECTION VI - COMPLIANCE

Investment of Proceeds

The City shall comply with all applicable Federal, State and contractual restrictions regarding the investment of bond proceeds. This includes compliance with restrictions on the types of investment securities allowed, restrictions on the allowable yield of invested funds as well as restrictions on the time period over which some of the proceeds may be invested.

Arbitrage Liability Management

Due to the complexity of arbitrage rebate regulations and the severity of non-compliance penalties, the City shall solicit the advice of bond counsel and other qualified experts about

arbitrage rebate calculations. The City shall, when deemed necessary or required, contract with a third party for preparation of the arbitrage rebate calculation.

The City shall maintain an internal system for tracking expenditure of bond proceeds and investment earnings by opening a separate account in the state pool. The expenditure of bond proceeds shall be tracked in the financial system by issue. Investments may be pooled for financial accounting purposes and for investment purposes. When investment of bond proceeds are co-mingled with other investments, the City shall adhere to IRS rules on accounting allocations.

Bond Users Clearinghouse

The City shall ensure that the Bond Users Clearinghouse receives municipal bond information for all debt sold as provided by RCW 39.44.200 – 39.44.240 and WAC 365-130.

Legal Covenants

The City shall comply with all covenants and conditions contained in governing law and any legal documents entered into at the time of a bond offering.

Periodic Policy Review

At a minimum, the debt policy will be reviewed and updated every five years.

