

# SECTION 2. Capital Facilities Plan



# Chapter 12. Capital Facilities Plan

## 12.1 Introduction

One of the more challenging aspects in managing growth is ensuring that needed public facilities are available when growth occurs. The implementation of a well-defined capital facilities plan will help realize the community's vision of a well-managed city. The ultimate full development of the Land Use Plan is contingent on the development of needed infrastructure in a timely and orderly fashion.

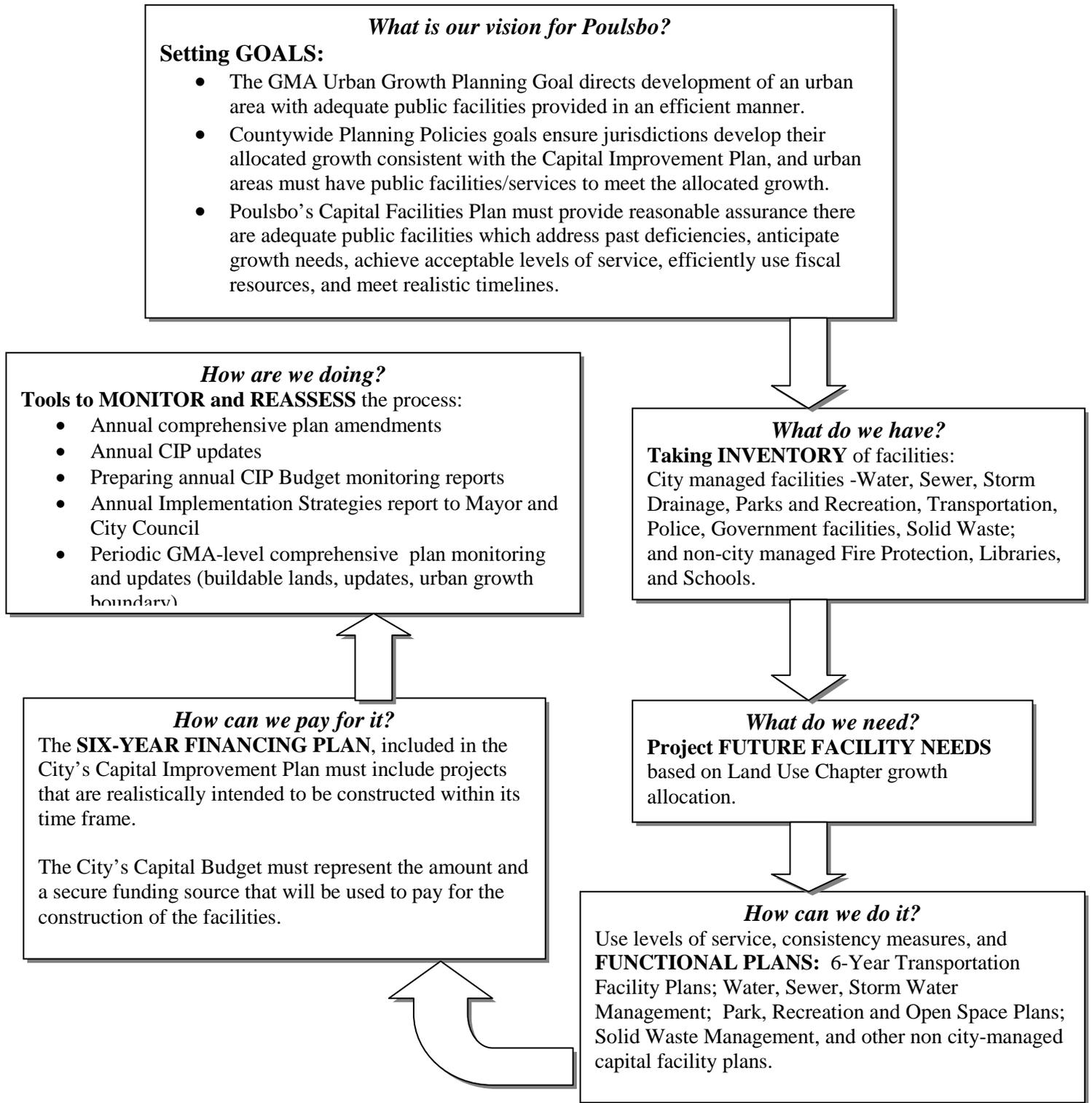
The purpose of the Capital Facilities Plan is to demonstrate that all capital facilities serving Poulsbo have been addressed and that capital facility planning has been and will continue to be, conducted for all capital facilities. A meaningful and GMA compliant CFP enables Poulsbo to practice good management of its infrastructure and resources. Planning for major facilities and their costs allows Poulsbo to:

- Ensure future capital facilities are provided cost effectively and compliant with the Growth Management Act;
- Ensure adopted level of service is maintained;
- Demonstrate the need for facilities and the need for revenues to pay for them;
- Estimate future operation/maintenance costs of new facilities that will impact the annual budget;
- Take advantage of sources of revenue (e.g. grants, impact fees, real estate excise taxes) that require a CFP in order to qualify for the revenue; and
- Get better ratings on bond issues when the City borrows money for capital facilities (thus reducing interest rates and the cost of borrowing money).

Poulsbo owns and manages a number of capital facilities including its roads, parks, water and sewer lines, police facilities, and administrative buildings. In addition to facilities owned and managed by Poulsbo, there are a number of publicly-owned capital facilities managed by other entities which provide for some of Poulsbo's public capital facility needs. These include, but are not limited to: schools, libraries, fire protection, sewage treatment, public transit and park-and-ride facilities.

Planning decisions made regarding these facilities are made by the responsible governing bodies. These decisions include the construction of new facilities, improvements to existing facilities, the levels of service provided by those facilities, and the sources of revenues and financing for needed facilities. Such decisions also recognize the evolving and adaptive role of technology in the provision of capital facilities.

## Capital Facilities Planning Under the GMA



## ***Poulsbo's Capital Facilities***

In this Chapter, a section is devoted to each type of capital facility service: Water, Sanitary Sewer, Storm Water Management, Transportation, Parks and Recreation, Police Protection, Solid Waste, Government Facilities, Fire Protection, Libraries, and Schools. For Water, Sanitary Sewer, Storm Water Management, Transportation and Parks and Recreation, the most recent functional plan developed for each of these facilities has been included as an appendix to this comprehensive plan and are adopted in full. For those facilities where a functional plan is included as an appendix, the existing system conditions, LOS evaluation, and identified deficiencies discussion can be found in the respective functional plan.

This Chapter identifies: 1) a list of needed capital facility projects in order to meet the project growth demands to the year 2025; 2) the facilities' 6-year Capital Improvement Program with projected costs; and 3) a funding strategy for implementation of the identified projects.

**Table CFP-1 Types and Providers of Capital Facilities**

<b>Facility Type</b>	<b>Provider</b>	<b>Description</b>	<b>Applicable Functional Plan(s) or other Documents</b>
<b>Water</b>	City of Poulsbo Public Works Department	Provide supply of potable water from system of wells. Service area includes developed portions of city and surrounding unincorporated areas.	Water System Plan 2007
<b>Sanitary Sewer</b>	City of Poulsbo Public Works Department	Provide facilities used in the collection, transmission, storage, treatment or discharge of waterborne waste within the city limits.	Comprehensive Sanitary Sewer Plan 2008
<b>Storm Water Management</b>	City of Poulsbo Public Works Department	Provides facilities that collect and transport Storm Water runoff.	Storm Water Management Comprehensive Plan 2008
<b>Transportation</b>	City of Poulsbo Public Works Department	Provides streets, sidewalks, traffic controls and street lighting.	Transportation Chapter 4  Transportation Plan Update 2006
<b>Parks</b>	City of Poulsbo Parks and Recreation Department	Provides facilities for active and passive recreational activities.	Parks, Recreation and Open Space Chapter 8

<b>Parks</b>			Poulsbo Park, Recreation and Open Space Plan 2006
<b>Police Protection</b>	City of Poulsbo Police Department	Provides facilities that support the provision of law enforcement services.	Poulsbo Annual Budget
<b>Solid Waste</b>	City of Poulsbo Public Works Department	Provides facilities for the collection and disposal of solid waste.	Poulsbo Annual Budget
<b>Government Facilities</b>	City of Poulsbo	Provides facilities at which the function and administration of city services can occur.	Poulsbo Annual Budget
<b>Fire and Emergency Services</b>	Poulsbo Fire Department	Provides facilities that support the provision of fire and emergency services.	Poulsbo Fire Department Annual Budget
<b>Libraries</b>	Kitsap Regional Library	Provides facilities that support the provision of library and community meeting space services.	KRL Annual Budget
<b>Schools</b>	North Kitsap School District	Provide elementary and secondary facilities for instruction in the several branches of learning and study required by the Basic Education Code of the State of Washington.	NK School District Capital Facilities Plan

## 12.2 Poulsbo Capital Facilities Level of Service

All capital facilities provided by Poulsbo use a form of measurement to evaluate performance and needs. The quantity and quality of needed capital facilities are measured by level of service, operating criteria or performance standards.

Levels of service (LOS) are quantifiable measures of the amount of public facilities that are provided to the community. Levels of service standards are measures of the quality of life of the community. Standards should be based on the community's vision of its future and its values.

**Table CFP-2 City of Poulsbo Level of Service Standards**

<b>Capital Facility/Service</b>	<b>Level of Service</b>
Water System	A flow volume that meets instantaneous demand together with projected fire flows.
Sanitary Sewer	A level that allows collection of peak wastewater discharge plus infiltration and inflow.
Storm Water	Manage the City-owned municipal separate storm sewer system (MS4) in compliance with the requirements of the Western Washington Phase II Municipal Stormwater Permit.
Transportation	The transportation LOS is established to identify the need for growth-related transportation programs and projects, as well as those that serve people already living and working in Poulsbo. The transportation concurrency requirement ensures that these programs and projects are implemented proportionally with the level of growth, and serve to implement the City’s Land Use Plan. Transportation LOS standards are contained in the Transportation Chapter, Policies TR-2.1 and TR-2.7.
Parks	Citywide: 13.73 acres per 1,000 population Neighborhood parks: 2 acres per 1,000 population Community parks: 3.5 acres per 1,000 population Regional parks: 1.5 acres per 1,000 population Open space parks: 6 acres per 1,000 population Trails: 1 mile per 1,000 population
Police Protection	Facilities, equipment and personnel sufficient to meet the demand for police protection and service for the residents and businesses located within the city limits.
Solid Waste	Weekly curbside refuse collection and recyclable materials collection.

Once an LOS standard has been established, the performance of a capital facility can be measured. A capital facility operating at or above the established LOS indicates no need for improvements or new facilities. A facility operating below the established LOS is an indication that there may be a need for improvements, new facilities, or an evaluation of the LOS.

## **12.3 Capital Facilities Future Facility Needs**

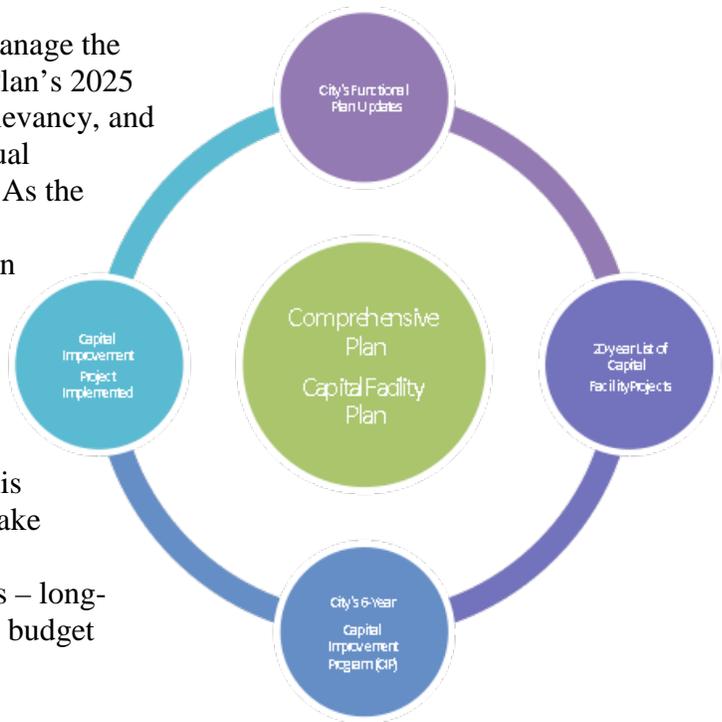
The 2025 population target established for Poulsbo by the Kitsap Countywide Planning Policy Appendix B, approved and adopted by the Kitsap Regional Coordinating Council is 14,808, reflecting a growth of 5,515 persons from 2009. The Capital Facilities Plan and the utility functional plans, have applied Poulsbo’s total population allocation of 14,808 to analyze system deficiencies, identify future capital needs, and to provide overall and long-term capital facility planning.

The City will ensure that the Comprehensive Plan’s Capital Facility Plan list of capital improvements is implemented. The City shall provide and fund the capital improvements, or require others to do so within the City’s legal parameters of doing so. The identified capital improvement projects are listed as a 20-year list of projects, with a 6-year CIP serving as short-term budgetary focus for implementing the CFP.

The functional plans include a list of projects that have been identified as necessary to provide the necessary capital facilities to accommodate the 2025 population allocation. In some cases, those projects have been reflected in the functional plan as being programmed into the 6-year CIP; however, it is important to note, that regardless of what the functional plan depicts in its 6-year CIP, only those items in the 6-year CIP (Table CFP-4) identified here in the comprehensive plan’s Capital Facilities Plan are the projects intended to be financed and constructed in that time frame by the City of Poulsbo; the remaining projects have been identified in the City’s 2025 Capital Facility Project List (Table CFP-3).

It is the intent of the City to continually manage the Comprehensive Plan’s Capital Facilities Plan’s 2025 project list and 6-year CIP to ensure its relevancy, and update as necessary during the City’s annual comprehensive plan amendment process. As the City completes projects on its 6-year CIP, projects from the 2025 project list will then move onto the 6-year CIP.

To ensure capital facility planning is made proactively, the City Council has established a Capital Improvement Planning Committee (PMC 2.04.040). This Committee was created to consider and make recommendations on the City’s capital improvement needs, and has two functions – long-term strategic planning, and financing and budget recommendations.



Recommended project priorities – what projects are to be completed when on the 6-year CIP, and what projects are to move off the 2025 project list onto the 6-year CIP – is to be conducted through the City Council Committee structure - with recommendations made by the City Department Heads. The policy guidance provided in Capital Facilities Chapter Policy CF-1.1 shall be used when recommending capital facility project priorities.

Once these recommendations have been agreed upon in Council Committee, the Capital Improvement Planning Committee shall review the recommendations, with continued input from City Department Heads, and forward its recommendation to the City Council, identifying: 1) the 6-year project priority funding recommendations to the City Council as part of its annual budget process and its 6-year CIP; and 2) any 2025 project list

modification recommendations which may need to be included as part of the City's annual comprehensive plan amendment process.

Further, the City's functional plans shall also be kept current and relevant by the appropriate Department, updating them at a minimum of the state required six-years, but earlier if warranted by changing conditions or new information. The functional plans' updates and/or amendments shall be adopted as comprehensive plan amendments (or as set forth in Capital Facilities Chapter Policy CF-6.4). The functional plans shall serve as the foundation for identifying the City's long-term capital facilities needs and funding strategies.

This method of continuous evaluation by the City, through its annual budget process (6-year CIP), the annual comprehensive plan amendment process (2025 Project List), and by keeping the City's functional plans current and relevant, ensures long-range, coordinated capital facility planning and implementation of the City's Capital Facilities Plan.

Table CFP-3 below identifies the list of capital facility improvements necessary for the City to adequately accommodate the 2025 population allocation assigned to Poulsbo. Detailed descriptions of each of the projects as well as funding strategies are identified further in this chapter under the specific facilities section.

Please note this list of projects has been developed comparing current facilities and projecting the needs of the 2025 population allocation, as described in detail in the City's functional plans. These projects are to be implemented over the long-term planning period and will be funded through a variety of means available to the City. Specific funding sources are identified later in this Chapter.

**Table CFP-3 2025 City Capital Facility Project List**

<b>Capital Facility</b>	<b>Project List</b>
<b>Water System</b>	Lincoln Wells No. 1 and No. 2 Manganese Treatment Westside Well Treatment Big Valley Well No.3 Westside Well No. 2 Reservoir Coating Program Wilderness Park Reservoir Repairs Raab park Reservoir Replacement Wilderness Park Booster Station Replacement 340 Zone Fire Flow Pump and Zone Expansion Old Town Water Main Replacement Viking Avenue PVR Hostmark Transmission Main SR 305 Crossing Liberty Ridge Fire Flow Water main Replacement Program Meter Upgrade and Replacement Program Telemetry System Upgrades
<b>Sanitary Sewer</b>	Central Poulsbo Inflow and Infiltration Reduction Annual Inflow Reduction Program 6 <sup>th</sup> Avenue Pump Station Upgrade 9 <sup>th</sup> Avenue Pump Station Upgrade Village Pump Station Repair Marine Science Pump Station Repair Portable Trash Pumps Slipline Force Main Between Lindvig and Marine Science Center Pump Stations Replace Force Main Between Marine Science Center Pump Station and Harrison Street Replace 6 <sup>th</sup> to 9 <sup>th</sup> Avenue Pump Station Force Main Repair or Replace Metering Flume and Flow Measurement System Lemolo Pipeline Improvements Pipe Replacement at Johnson Road Pump Station 16 Improvements I&I Effectiveness and Downstream Conveyance Improvements Study Finn Hill Basin Collection System Noll Road (north) Collection System Noll Road (south) Collection System South Viking Avenue Collection System Liberty Bay Pump Station Improvements Central Viking Avenue Collection System Finn Hill Collection System Tollefson Force Main Upgrade
<b>Storm Water</b>	Restore South Fork Dogfish Creek near 8 <sup>th</sup> Avenue New 18" Storm Drain east of Viking Avenue Fjord Drive Bank Repair Phase 1 Replace Storm Drain in Wendy Way Replace Norrland Lane Drainage Ditch Replace Storm Drain West of 10 <sup>th</sup> Avenue Repair American Legion Park outfall South Fork of Dogfish Creek Regional Detention Facility, Phase 2

	<p>South Fork of Dogfish Creek Enhancement, 7<sup>th</sup> Avenue to Liberty  South Fork of Dogfish Creek Enhancement, Wilderness Park  Viking Avenue Regional Detention Facility  South Viking Avenue Regional Detention Facility  Noll Road Regional Water Quality and Detention Facility  Fjord Drive Repair and Storm Water Treatment, Phase 2  Fjord Drive Shoreline and Drainage Repair  Replace Bjorgen Creek Culvert  Haugen Street Storm Drainage System  Anderson Parkway Stormwater Retrofit</p>
<p><b>Transportation/ Streets</b></p>	<p><u>Roadway Improvements</u>  Turn lane and Sidewalks: 10<sup>th</sup> Avenue 600’ north of Liberty to Liberty  Sidewalks, Widen and Resurface: 8<sup>th</sup> Avenue from Hostmark to 7<sup>th</sup> Avenue  Sidewalks and Resurface: Pugh from Lincoln to city limits  Left-turn lane, Sidewalks and Bike Lane: Lincoln from Laurie Vei to UGA boundary  Sidewalks, Widen and Resurface: Mesford from 20<sup>th</sup> Avenue to Noll  Sidewalks and Resurface: Hostmark from 4<sup>th</sup> Avenue to 6<sup>th</sup> Avenue  Sidewalks and Resurface: Caldart from Hostmark to Gustaf  Sidewalks: 11<sup>th</sup> Avenue from Hostmark to Sol Vei Way  Sidewalks, Turn Lanes, Through Lanes, Bike Lanes: Noll from SR 305 to NK School property  Sidewalks and Resurface: 4<sup>th</sup> Avenue from Iverson to Torval Canyon  Sidewalks and Resurface: 4<sup>th</sup> Avenue from Iverson Street to Hostmark Street  Sidewalks, Bike Lane, Resurface: 3<sup>rd</sup> Avenue from Iverson to Hostmark  Sidewalks, Bike Lanes and Resurface: Finn Hill from W City Limits to Olhava Way  Add through lanes, signal coordination and TDM strategy: Finn Hill Road from Olhava Way to Rasmussen Court  Sidewalks and Resurface: Liberty Road from Viking Way to New Road “M”  Non-Motorized Improvements and Resurface: Bernt Road from SR 307 to Little Valley Road  Sidewalks, Resurface, and Bike Lanes: Johnson Road from SR 305 to Sunrise Ridge extension  Pavement restoration, sidewalks and drainage: Hamilton Court from Jensen Way to 1<sup>st</sup> Avenue  Sidewalks and Resurface: Little Valley Road from Forest Rock Lane to UGA boundary  Sidewalks: Lincoln Road from Hostmark to SR 305  Liberty Bay Waterfront Trail: American Legion Park to Nelson Park</p> <p><u>New Roadway Segments</u>  Forest Rock Extension from Caldart Avenue to Pugh Road  Mesford Extension from Gilmax Lane to Caldart  New Road “W” from Baywatch Court to Johnson Road  New Road “X” from Johnson Road to Noll Road  Sunrise Ridge Extension from existing end to Johnson Road  Olhava E Street from existing end to Urdahl Road  New Road “M” from Finn Hill Road to Viking Way  New Road “N” from Rhododendron to Urdahl Road  New Road “K” from New Road “M” in West UGA boundary  Vetter Road Extension from existing end Vetter Road to SR 305  12<sup>th</sup> Avenue from existing end to Genes Lane  New Road “L” from Viking Avenue at Liberty Shores to New Road “M”  Laurie Vei extension from existing end of Laurie Vei to Caldart  12<sup>th</sup> Avenue from existing end to Lincoln  Langaunet/Maranatha from Mesford to Lincoln  New Road “Q” from Langaunet to Noll Road (E-W)  New Road “R” from Noll Road @ Mesford to Hostmark</p>

<p><b>Transportation/ Streets</b></p>	<p>New Road “S” from Noll Road @ soccer fields to New Road “R”  New Road “Y” from New Road “S” to New Road “T”  New Road “T” from Noll Road @ Thistle to Noll Road @ Heron Pond  New Road “U” from Bjorn Street to New Road “T”  New Road “Z” from Forest Rock Lane to 10<sup>th</sup> Avenue</p> <p><u>Intersection Improvements</u>  Signal and Through lanes: Finn Hill at SR 3 Southbound Ramp  Intersection Control/Signal: Finn Hill at Rude and Urdahl  Signal and Channelization: Finn Hill at Rasmussen Court  Signal and Channelization: Finn Hill at New Road “M”  Roundabout: Lincoln Road at Noll Road  Channelization: SR 307 at Bernt Road  Signal and Channelization: Viking Way at Stendahl Court extension  Signal: Lincoln at 10<sup>th</sup> Avenue  Signal, Channelization: Lincoln at Pugh  Channelization: Vetter Extension at SR 305  Intersection Control/Turn Lanes: Hostmark at 8<sup>th</sup> Avenue  Channelization: Hostmark at Caldart</p> <p><u>TDM Strategies/Measures</u>  Front Street, Torval Canyon, 4<sup>th</sup> Avenue, Jensen Avenue, Iverson Street, Finn Hill Road, Lindvig Way, Forest Rock Lane, Pugh Road, Mesford Road, Caldart Avenue, Lincoln at 8<sup>th</sup> Avenue/Iverson Street, Liberty at 7<sup>th</sup> and 10<sup>th</sup> Avenue, and 10<sup>th</sup> Avenue at Forest Rock Lane</p> <p><u>Transit Improvements</u>  Park and Ride lot: Noll Road vicinity  Park and Ride lot: Viking Avenue vicinity</p>
<p><b>Solid Waste</b></p>	<p>Solid Waste Transfer Station</p>
<p><b>Parks</b></p>	<p><u>Park Land Acquisition</u>  Acquire parcels near County Road 59  Acquire properties adjacent to Centennial Park  Acquire land adjacent to Fish Park  Acquire land East Poulsbo for new neighborhood park  Acquire land West Poulsbo for new neighborhood park  Acquire Hamilton Field  Acquire East Liberty Bay Shoreline Property  Acquire Johnson Creek Wildlife Corridor parcels  Shoreline Property north Front Street  Acquire land for Vista Park at College Market Place</p> <p><u>Park Land Development</u>  Poulsbo Fish Park development  College Marketplace Athletic Fields  Centennial Park development  Nelson Park Phase 2 development  Morrow Manor park development  Vista Park development  Indian Hills Recreation Area development  Net Shed Park Planning</p>

<p><b>Parks</b></p>	<p>Hattaland Park Planning</p> <p><u>Trail Acquisition and Development</u>  The Urban Paths of Poulsbo Plan and maps serve as the 2025 vision for trail acquisition and development. The UPP Plan is included as Appendix B-6 of the Comprehensive Plan. Figure PRO-3 maps the 2025 vision for trails in the City, as identified in the plan. Trail development and acquisition projects will be prioritized through the 6-year Capital Improvement Program process.</p>
<p><b>Government Buildings</b></p>	<p>Construct New Public Works Complex  Acquire a new Recreation Center  North Kitsap Regional Events Center</p>

*Sources: Comprehensive Water Plan 2007; Comprehensive Sanitary Sewer Plan Update 2007, 2008; Comprehensive Storm Water Management Update 2008; Transportation Plan Update 2006; Parks, Recreation and Open Space Plan 2006, 2008 CIP; and 2009 City Annual Budget CIP.*

## 2015 - 2020 GENERAL PURPOSE CAPITAL IMPROVEMENTS

Page #	Project Name	Prior Years Costs	2015 Project Cost	2016 Project Cost	2017 Project Cost	2018 Project Cost	2019 Project Cost	2020 Project Cost	Total Project Cost
	<b>General Projects/Municipal Facilities</b>								
1	PW Complex Relocation	2,825,000	400,000	4,000,000					7,225,000
	2-State Grants	407,000							407,000
	6-Non-Voted Bonds			2,600,000					2,600,000
	7- City/Utility Reserves	2,418,000	400,000	400,000					3,218,000
	11-Sale of PW Prop			1,000,000					1,000,000
2	Marine Science Center HVAC System Replacement		60,000						60,000
	9-General Fund Revenue		60,000						60,000
3	Library Roof Replacement				45,000				45,000
	13-Donation/In-Kind				45,000				45,000
	<b>Total Municiple Facility Projects</b>	<b>\$ 2,825,000</b>	<b>\$ 460,000</b>	<b>\$ 4,000,000</b>	<b>\$ 45,000</b>				<b>\$ 7,330,000</b>
	<b>Total Municiple Facility Funding Sources</b>	<b>\$ 2,825,000</b>	<b>\$ 460,000</b>	<b>\$ 4,000,000</b>	<b>\$ 45,000</b>				<b>\$ 7,330,000</b>
	2-State Grants	407,000	-						407,000
	6- Non-Voted Bonds			2,600,000					2,600,000
	7 - City/Utility Resesrves	2,418,000	400,000	400,000					3,218,000
	9-General Fund Revenue		60,000						60,000
	11 - Sale of Property			1,000,000					1,000,000
	13 - Donation/In-Kind				45,000				45,000

Page #	Project Name	Prior Years Costs	2015 Project Cost	2016 Project Cost	2017 Project Cost	2018 Project Cost	2019 Project Cost	2020 Project Cost	Total Project Cost
	<b>Park Projects</b>								
4	Centennial Park	860,308					250,000	111,500	1,221,808
	2-State Grants						150,000	50,000	200,000
	7-City/Utility Reserves	214,308					25,000	25,000	264,308
	8 - City Impact Fees	46,000					75,000	36,500	157,500
	10-Real Estate Excse Tax	600,000							600,000
5	Poulsbo Fish Park Restoration	3,327,852	305,581	305,581	305,581	5,000	5,000	5,000	4,259,595
	1-Federal Grants	150,000							150,000
	2-State Grants	2,337,964	150,291	150,291	150,291				2,788,837
	7-City/Utility Reserves	134,551	5,000	5,000	5,000	5,000	5,000	5,000	164,551
	13-Donation/In-Kind	705,337	150,290	150,290	150,290				1,156,207
6	Recreation Center HVAC	-	60,000	-	-	-	-	-	60,000
	7-City/Utility Reserves		60,000						60,000
7	Eastside 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
8	Vista Park	-	50,000	-	-	-	-	-	50,000
	8 - City Impact Fees		50,000						50,000
	<b>Total Park and Recreation Projects</b>	<b>\$ 4,303,160</b>	<b>\$ 465,581</b>	<b>\$ 605,581</b>	<b>\$ 505,581</b>	<b>\$ 5,000</b>	<b>\$ 255,000</b>	<b>\$ 116,500</b>	<b>\$ 6,256,403</b>
	<b>Total Park and Recreation Funding Sources</b>	<b>\$ 4,303,160</b>	<b>\$ 465,581</b>	<b>\$ 605,581</b>	<b>\$ 505,581</b>	<b>\$ 5,000</b>	<b>\$ 255,000</b>	<b>\$ 116,500</b>	<b>\$ 6,256,403</b>
	1 - Federal Grants	150,000							150,000
	2 - State Grants	2,337,964	150,291	150,291	150,291	-	150,000	50,000	2,988,837
	7 - City/Utility Reserves	363,859	65,000	155,000	5,000	5,000	30,000	30,000	653,859
	8 - City Impact Fees	46,000	100,000	150,000	200,000		75,000	36,500	607,500
	10 - Real Estate Excse Tax	600,000							600,000
	13 - Donation/In-Kind	805,337	150,290	150,290	150,290				1,256,207
	<b>Total General Purpose Capital Projects</b>	<b>\$ 7,128,160</b>	<b>\$ 925,581</b>	<b>\$ 4,605,581</b>	<b>\$ 550,581</b>	<b>\$ 5,000</b>	<b>\$ 255,000</b>	<b>\$ 116,500</b>	<b>\$ 13,586,403</b>
	<b>Total General Purpose Funding Sources</b>	<b>\$ 7,128,160</b>	<b>\$ 925,581</b>	<b>\$ 4,605,581</b>	<b>\$ 550,581</b>	<b>\$ 5,000</b>	<b>\$ 255,000</b>	<b>\$ 116,500</b>	<b>\$ 13,586,403</b>

## 2015 - 2020 TRANSPORTATION CAPITAL IMPROVEMENTS

Page #	Project Name	Prior Years Costs	2015 Project Cost	2016 Project Cost	2017 Project Cost	2018 Project Cost	2019 Project Cost	2020 Project Cost	Total Project Cost
	<b>Street Projects</b>								
8	Noll Road Improvements - Phase III	45,000	925,000	1,620,000	3,180,000		3,180,000		8,950,000
	1-Federal Grants		800,000	1,400,000	2,800,000		2,800,000		7,800,000
	2 - State Grants	15,000							15,000
	7-City/Utility Reserves	30,000							30,000
	8-City Impact Fees		125,000	220,000	380,000		380,000		1,105,000
9	Finn Hill Reconstruction		100,000	950,000					1,050,000
	2 - State Grants			500,000					500,000
	8-City Impact Fees		100,000	450,000					550,000
10	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
11	3rd Ave to Hostmark to Iverson			600,000					600,000
	7-City/Utility Reserves			600,000					600,000
12	Liberty Bay Waterfront Trail	321,263			100,000	2,000,000			2,421,263
	1-Federal Grants	249,950			80,000	1,700,000			2,029,950
	7-City/Utility Reserves	71,313			20,000	300,000			391,313
13	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
14	Local Neighborhood Maintenance Program		150,000	150,000	150,000	150,000	150,000	150,000	900,000
	7-City/Utility Reserves		150,000	150,000	150,000	150,000	150,000	150,000	900,000
15	3rd Ave Central Business District	150,000	150,000						300,000
	7-City/Utility Reserves	150,000	150,000						300,000
	<b>Total Transportation Capital Projects</b>	<b>\$ 516,263</b>	<b>\$ 1,325,000</b>	<b>\$ 3,665,000</b>	<b>\$ 3,430,000</b>	<b>\$ 2,541,000</b>	<b>\$ 3,580,000</b>	<b>\$ 150,000</b>	<b>\$ 15,207,263</b>
	<b>Total Transportation Capital Funding Sources</b>	<b>\$ 516,263</b>	<b>\$ 1,325,000</b>	<b>\$ 3,665,000</b>	<b>\$ 3,430,000</b>	<b>\$ 2,541,000</b>	<b>\$ 3,580,000</b>	<b>\$ 150,000</b>	<b>\$ 15,207,263</b>
	1 - Federal Grants	249,950	800,000	1,700,000	2,880,000	2,000,000	2,800,000	-	10,429,950
	2 - State Grants	15,000		500,000			200,000		715,000
	7 - City/Utility Reserves	251,313	300,000	795,000	170,000	491,000	150,000	150,000	2,307,313
	8-City Impact Fees		225,000	670,000	380,000	50,000	430,000		1,755,000

**2015 - 2020 ENTERPRISE CAPITAL IMPROVEMENTS**

Page #	Project Name	Prior Years Costs	2015 Project Cost	2016 Project Cost	2017 Project Cost	2018 Project Cost	2019 Project Cost	2020 Project Cost	Total Project Cost
	<b>Sewer</b>								
16	Annual Inflow Reduction Program	45,000	20,000	200,000		200,000		200,000	665,000
17	Poulsbo Village Pump Station Upgrade		300,000						300,000
18	Harrison Force Main Replacement	40,000	200,000						240,000
19	SR305 Force Main Extension		100,000	800,000					900,000
20	Capital Facilities Charge for CK Plant	5,114,530	133,000	133,000	133,000	133,000			5,646,530
21	Kitsap County Pump Station #16 & 67 Replacement				295,000	295,000	295,000	295,000	1,180,000
22	Kitsap County Sewer Plant Upgrade - Phase I			229,000	229,000	229,000	229,000	229,000	1,145,000
23	Kitsap County Sewer Plant Upgrade - Phase II						185,000	185,000	370,000
24	Replace Lemolo Pipe						280,000	280,000	560,000
25	Telemetry System	9,000	50,000						59,000
26	Liberty Bay Pump Station Improvements		300,000						300,000
27	Viking Ave Sewer Main		150,000						150,000
	<b>Total Sewer Capital Projects</b>	<b>5,208,530</b>	<b>1,253,000</b>	<b>1,362,000</b>	<b>657,000</b>	<b>857,000</b>	<b>989,000</b>	<b>1,189,000</b>	<b>11,515,530</b>
	<b>Total Sewer Capital Projects</b>	<b>Prior Years</b>	<b>2015</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>Total</b>
	1-Federal Grants								-
	7-Sewer Reserves	5,208,530	1,253,000	1,362,000	657,000	857,000	989,000	1,189,000	11,515,530
	<b>Funding for Sewer Projects</b>	<b>5,208,530</b>	<b>1,253,000</b>	<b>1,362,000</b>	<b>657,000</b>	<b>857,000</b>	<b>989,000</b>	<b>1,189,000</b>	<b>11,515,530</b>
Page #	Project Name	Prior Years Costs	2015 Project Cost	2016 Project Cost	2017 Project Cost	2018 Project Cost	2019 Project Cost	2020 Project Cost	Total Project Cost
	<b>Water</b>								
27	Westside Well - Treatment for Manganese				150,000	450,000			600,000
28	Pugh Well/Lincoln #1 and #2-Treatment for Manganese	260,000	1,050,000						1,310,000
29	Hostmark Transmission Main			500,000					500,000
30	Wilderness Park Booster Station Replacement					500,000			500,000
31	Nordness Street Main Replacement		80,000						80,000
32	Hostmark Distribution Main Replacement			600,000					600,000
33	Viking Ave PRV Installation		220,000						220,000
34	SR305 Crossing					200,000			200,000
35	Raab Park Water Tank Replacement				80,000	600,000			680,000
36	Wilderness Tank Retrofit			80,000	420,000				500,000
37	Matson Water Main Replacement		330,000						330,000
38	Fjord Street Main Replacement		120,000						120,000
39	Old Town Water Main Replacement						330,000		330,000
40	Front Street Water Main Replacement			220,000					220,000
41	Telemetry System	9,000	50,000						59,000
42	Finn Hill Tank Painting					300,000			300,000
43	Olhava Tank Painting							300,000	300,000
44	Liberty Ridge Apartments Fire Flow Improvements						100,000		100,000
45	Long Term Water Supply					30,000			30,000
	<b>Total Water Capital Projects</b>	<b>269,000</b>	<b>1,850,000</b>	<b>1,400,000</b>	<b>650,000</b>	<b>2,080,000</b>	<b>430,000</b>	<b>300,000</b>	<b>6,979,000</b>
	<b>Funding Source</b>	<b>Prior Years</b>	<b>2015</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>Total</b>
	7-Water Reserves	269,000	1,850,000	1,400,000	650,000	2,080,000	430,000	300,000	6,979,000
	<b>Funding for Water Projects</b>	<b>269,000</b>	<b>1,850,000</b>	<b>1,400,000</b>	<b>650,000</b>	<b>2,080,000</b>	<b>430,000</b>	<b>300,000</b>	<b>6,979,000</b>

**2015 - 2020 ENTERPRISE CAPITAL IMPROVEMENTS (continued)**

Page #	Project Name	Prior Years Costs	2015 Project Cost	2016 Project Cost	2017 Project Cost	2018 Project Cost	2019 Project Cost	2020 Project Cost	Total Project Cost
	<b>Storm Drain</b>								
46	Dogfish Creek Restoration	5,000	100,000	250,000	80,000	250,000			685,000
47	Noll Rd Culvert Replacement/Bjorgen Cr Culvert	60,000	30,000	500,000					590,000
48	Replace Storm Drains in Ridgewood/Kevo's Pond	83,000	120,000	140,000					343,000
49	Norrland Drainage Ditch Replacement	20,000			57,000				77,000
50	Replace Storm Drain West of 10th Ave.					40,000			40,000
51	Repair American Legion Park Outfall						120,000		120,000
52	Viking Ave Storm Drain Project			100,000	500,000	1,000,000			1,600,000
53	Small Anderson Parkway Retrofit		72,000	366,000	133,000				571,000
54	Deer Run Pond Retrofit			30,000	100,000				130,000
55	8th Ave Culvert Replacement		50,000	550,000					600,000
	<b>Total Storm Drain Projects</b>	<b>168,000</b>	<b>372,000</b>	<b>1,936,000</b>	<b>870,000</b>	<b>1,290,000</b>	<b>120,000</b>	<b>-</b>	<b>4,756,000</b>
	<b>Funding Source</b>	<b>Prior Years</b>	<b>2015</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>Total</b>
	<i>2-State Grants</i>		135,000	975,000	535,000	1,000,000			2,645,000
	<i>7-Storm Drain Reserves</i>	168,000	237,000	961,000	335,000	290,000	120,000	-	2,111,000
	<b>Funding for Storm Drain Projects</b>	<b>168,000</b>	<b>372,000</b>	<b>1,936,000</b>	<b>870,000</b>	<b>1,290,000</b>	<b>120,000</b>	<b>-</b>	<b>4,756,000</b>
	<b>Solid Waste</b>								
56	Land Fill Improvements		135,328						135,328
	<b>Total Solid Waste Projects</b>	<b>-</b>	<b>135,328</b>						<b>135,328</b>
	<b>Funding Source</b>	<b>Prior Years</b>	<b>2015</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>Total</b>
	<i>7-Solid Waste Reserves</i>	-	135,328						135,328
	<b>Funding for Solid Waste Projects</b>	<b>-</b>	<b>135,328</b>						<b>135,328</b>
	<b>Total Enterprise Projects</b>	<b>5,645,530</b>	<b>3,610,328</b>	<b>4,698,000</b>	<b>2,177,000</b>	<b>4,227,000</b>	<b>1,539,000</b>	<b>1,489,000</b>	<b>23,385,858</b>
	<b>Total Funding Enterprise Projects</b>	<b>5,645,530</b>	<b>3,610,328</b>	<b>4,698,000</b>	<b>2,177,000</b>	<b>4,227,000</b>	<b>1,539,000</b>	<b>1,489,000</b>	<b>23,385,858</b>
	<b>GRAND TOTAL CIP PROJECTS</b>	<b>13,289,953</b>	<b>5,860,909</b>	<b>12,968,581</b>	<b>6,157,581</b>	<b>6,773,000</b>	<b>5,374,000</b>	<b>1,755,500</b>	<b>52,179,524</b>
	<b>GRAND TOTAL CIP FUNDING SOURCES</b>	<b>13,289,953</b>	<b>5,860,909</b>	<b>12,968,581</b>	<b>6,157,581</b>	<b>6,773,000</b>	<b>5,374,000</b>	<b>1,755,500</b>	<b>52,179,524</b>

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The City's Capital Improvement Projects (Table CFP-4) are divided into three categories in the City's Annual Budget. The General Purpose category contains projects dealing with police, parks and recreation, and public buildings. The Transportation category contains projects dealing with vehicle and pedestrian transportation. The Enterprise category contains projects associated with the City's utilities – water, sanitary sewer, storm water and solid waste.

The Water, Sanitary Sewer, Storm Water and Solid Waste Capital Improvement Projects are funded through from each utility's enterprise fund capital reserves. The enterprise funds' monthly user charges and initial connection charges are the primary revenue sources for their capital projects.

The funding source for the General Purpose category is from general obligation bonds, impact fees, federal and state grants, city reserves and in kind donations, usually associated with park projects and through the contribution of community groups' labor and donated materials.

### **12.4.1 Capital Facility Funding**

The Capital Improvement Program identified in the Comprehensive Plan Capital Facilities Plan and in the City's most current annual budget, is the City's six-year financing and implementation plan where the City's prioritized public facilities and infrastructure projects have been identified and priced.

The objective of the CIP is to identify capital facility needs and funding mechanisms to finance the construction, reconstruction, and acquisition of needed assets because of aging, growth, changing needs, and Poulsbo's desire to improve the city's capital investment.

The CIP utilizes numerous revenue sources to fund designated capital improvement projects. City Revenues come from various sources, including sales tax, utility monthly rates and initial connection charges, as well as state revenues, bond issues, and state and federal grants or loans. Another source of revenue is impact fees and other specific revenues allowed under the Growth Management Act to fund the city's capital investment and needed public facilities. Similar to city-managed capital facilities, non-city-managed capital facilities improvements are funded through bond issues and special assessments.

The City of Poulsbo believes that a "pay as you go" approach for capital facility improvements is the most advantageous method for the community. This has often resulted in delaying capital improvements until most, if not all, of the funding was at hand. To achieve this, the City established several reserve accounts. For example, the City transfers into utility reserves an amount equal to 100% of its depreciation expense, this has allowed the City to prolong the need to go out for debt on smaller projects, and be able to fund the entire project.

In addition, of the City's property taxes collected, the City transfers 36% into the street fund for maintenance, operations and small projects; 5% into park reserves; and 5% into the street reserves for capital projects. The City also uses the first one-quarter percent of its real estate excise tax for streets; while the second one-quarter percent held in reserve for CIP projects. Many of the City's streets and parks have been improved and/or developed with a combination of federal or state grants, and funds from the City's reserves.

### **Debt Financing**

As the demand for public sector investment and infrastructure continues to grow, the issuance of 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 entails careful monitoring of such issuance to ensure that an erosion of the City's credit quality does not result. The City of Poulsbo currently received an underlying "AA" rating for its last insured General Obligation Bonds issue from Standard and Poors. This is an upgrade from the previous "A+" rating.

The implementation of the City's formal debt policies is an important component of the City's overall capital program. Two basic forms of long-term debt are General Obligation and Revenue Bonds. The difference between the two types is that General Obligation bonds are backed by the full faith and credit (i.e. taxes) of the City. Revenue bonds are backed by the income of a specific utility or activity for repayment (i.e. monthly utility fees). The City of Poulsbo has utilized both general obligation and revenue debt in its operations.

The decision to borrow money binds the City to a stream of debt service payments that can last as long as thirty years. The consistent application of carefully developed debt management policies can benefit the City in a number of areas. Foremost among these benefits are enhanced credit quality and improved access to the tax-exempt and tax credit markets. 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. The City of Poulsbo complies with its policies relative to debt management.

In addition, the City, under RCW 39.36.020(4), may ask the public to approve park facilities and utility bond issues. The voter - approved bonds have a limit on the amount to be approved. All voted bonds require a 60% majority approval, and total votes must equal at least 40% of the total votes cast in the last general election.

The City may issue bonds for general government in an amount not to exceed 2.5% of the city's assessed valuation. Within the 2.5%, the City Council may approved bond issues not to exceed 1.5% (non-voted) of the City's assessed value.

### **Rate Increases**

The City's current utilities of sewer, water, storm drainage and solid waste are enterprise funds, and are intended to be self-sufficient – the rates collected for the service, are in turn used to operate, maintain and improve the utilities. With the continued aging of the City's utility infrastructure, repair and replacement of existing facilities will become

more critical within the 6- and 20-year planning period. The current rates, most established over ten years ago, will not be able to keep pace with the improvement needs of the City's infrastructure. Therefore, the City initiated a rate study in 2008 to evaluate its utility rates. Through this process, a rate increase for the sewer utility was determined necessary in order to ensure adequate funding to maintain and improve this utility's infrastructure. Further, rate adjustment to include annual CPI is also anticipated on the monthly rates and initial connection charges. These increases were implemented in early 2009.

The City, through its functional plan updates, shall continually monitor its utilities' financial ability to fund its operations, maintenance and necessary capital improvements, alerting the City of when rate increases or additional revenue sources are necessary.

### **Impact Fees**

Impact fees are charges assessed by local governments against new development projects that attempt to recover the cost incurred by government in providing the public facilities required to serve the new development. Impact fees are only used to fund facilities, such as roads, schools, and parks, that are directly associated with the new development. They may be used to pay the proportionate share of the cost of public facilities that benefit the new development; however, impact fees cannot be used to correct existing deficiencies in public facilities.

In Washington, impact fees are authorized for those jurisdictions planning under the Growth Management Act (RCW 82.02.050 - .100), as part of "voluntary agreements" under RCW 82.02.020, and as mitigation for impacts under the State Environmental Policy Act (SEPA – Ch. 43.21C RCW). GMA impact fees are only authorized for: public streets and roads; publicly owned parks, open space, and recreation facilities; school facilities; and fire protection facilities in jurisdictions that are not part of a fire district.

The City has collected mitigation fees for park and transportation facilities through the authority of the State Environmental Policy Act (SEPA) for many years. However, in October 2011, the City adopted ordinances authorizing the imposition of transportation and park impact fees on new development, under the authority of RCW 82.02.020.

### **Business and Occupation Tax**

The City is currently one of the few cities in the State of Washington that does not impose a business and occupation (B&O) tax. All cities are authorized to establish such a tax and doing so could generate significant revenue that could be earmarked to fund the City's capital improvements.

The City's ability to finance its Capital Improvement Plan is the critical piece in ensuring the City is able to fully serve its current and future citizens, as well as being compliant with the requirements of the Growth Management Act. The City has in its financing "toolbox" the choices of borrowing funds or raising service rates and taxes as methods of increasing its revenues. Perhaps neither of these options are desirable, but the reality of needing to improve aging infrastructure, providing and maintaining streets, securing future sewer capacity and water supply, as well as facilities which significantly improve

Poulsbo's resident's quality life, such as trails, parks and open space, must be funded somehow. The City Council's Capital Facilities and Finance subcommittees will need to tackle these important funding questions.

## **12.5 Reassessment of Land Use Element**

The Growth Management Act requires that provisions be made to reassess the Land Use Element of the Comprehensive Plan periodically because a capital facilities plan is an evolving document based on projected population growth and future land development. The purpose of this requirement is to ensure that adequate facilities will be made available at the time certain portions of the City are developed and facilities are needed. If the anticipated funding for the needed capital facilities falls short, the GMA requires a reassessment of the Land Use Element to determine what changes needed to be made.

The Capital Facilities Policy CF-4.3 establishes the procedure the City will use in reviewing the Land Use Element. Additionally, the comprehensive plan has identified an implementation strategy that tasks the City Council Capital Facilities Committee to monitor the funding sources and the City's ability to implement its 6-year Capital Improvement Program.

## **12.6 Water System**

The City of Poulsbo Water Utility provides potable water within the city limits and some limited areas in the surrounding unincorporated UGA. A complete inventory, analysis of need, identification of deficiencies, and the capital facilities program is provided in the 2014 Water System Plan, which is included in Appendix B-1 to the Comprehensive Plan and adopted in its entirety.

The City's water system provides service to approximately 9,388 people located in an area totaling 2,970 acres. These customers are served by five wells (capable of 3.4 million gallons per day), nine reservoirs (4.1 million gallons), and six pressure zones. Approximately two-thirds of total water consumption is used by residential customers.

The City's water service area encompasses approximately 4.93 square miles and ranges from sea level to 360 feet. The downtown area lies in the lower elevations near the shores of Liberty Bay. The service area is separated into six pressure zones to serve the varying service elevations. The City's water service area encompasses where direct service connections exist or service connections are currently available. The City's water service area is identified in Appendix B-1 Figure 1-2.

The City's water service area has been adjusted since the 2007 Water System Plan to reflect changes to the city limits and adjustments to better serve customers. The service area adjustment in the northwestern part of the UGA does not include the entire UGA due to the topography of the area. Services west of Olympic College had been in the City's planning area, but are now served by the Kitsap Public Utility District (KPUD). In 2011, the City agreed to relinquish these areas to the KPUD and in return there is an additional intertie at NW Reliance Road that will help provide fire flow storage for the West High Zone.

An average of 74 water service connections was added to the City's water system annually over the last seven years, which corresponds to an average annual growth rate of approximately 2.3%. Single-family residential connections lead the new connections and non-residential connections decreased for several years after 2008.

The amount of water the City uses has dropped significantly since the last water system plan. In the 2007 Water System Plan, the City used on average 195 gpd/ERU and currently uses 159 gpd/ERU. This decrease in water has been a combination of increased efficiency, education, and lowering the distribution system leakage. Consequently, the long term projected consumption of the City is not anticipated to exceed their water rights as it did in the 2007 plan.

By 2020, the total annual water use is projected to be 1,270 acre-feet/year, a 30 percent increase from current usage. By the end of the 20-year planning period, projects increased to 1,612 acre-feet/year. These projections do not include reductions in water use created by increased conservation and water use efficiency measures underway and planned by the City. At this time, the City holds water rights for a total of 1,893 acre-feet/year. It is not expected that the City will need additional instantaneous or annual water rights within the 20-year planning period.

### ***2025 Water Facility Improvements***

Water system capital facility improvements have been evaluated, identified and prioritized on the basis of water quality concerns, growth demands, regulatory requirements, component reliability, system benefit, and financial priority for the planning period to 2025. When the Water System Plan is updated again at the end of its 6-year planning period, the projects presented for the 20-year planning period should be reevaluated and scheduled for the subsequent 6-year planning period as necessary.

### **Water Supply Projects**

#### **Lincoln Wells No. 1 and No. 2 Manganese Treatment**

The Lincoln Wells have higher than desired manganese concentrations in the raw water. The concentrations exceeded the high concentrations, and cause the City to frequently have to flush its water mains, as it can add an unwanted color, odor and taste to the water. The City conducted a pilot test in 2014 and constructed a treatment facility in 2015. The treatment would reduce or eliminate the manganese from the raw water concentration to below 0.05 mg/L in the finished water. The Pugh Well has iron bacteria issues. The Pugh Well will be isolated from the system and remain as a resource for emergency situations.

#### **Westside Well Treatment**

The Westside Well also has manganese concentrations in the raw water that are slightly higher than the EPA's Secondary MCL. Manganese can add an unwanted color, odor and taste to the water. The City plans in installing a pilot test system in 2015 and a treatment facility in 2016. The treatment system would reduce the manganese from the raw water concentration to below 0.05 mg/L in the finished water.

### **Long Term Water Supply Study**

The City plans to develop a long term water supply study that identifies alternatives to procuring additional water rights or water supply capacity. The City has sufficient water rights to supply demands for the 20-year planning period, but the existing pumps will need to pump an excess of 18 hours a day; therefore the City plans to add source capacity to improve system reliability and meet DOH recommendations.

### **Big Valley Well No. 3**

The City plans to drill, develop, and equip a third well at the Big Valley Well site. Additional source capacity is necessary to provide maximum day demand and replenish fire suppression storage during the planning period, and a new 500 gmp well will provide sufficient flows.

### **Westside Well No. 2**

The City plans to drill, develop, and equip a second well at the Westside Well site. Additional supply capacity should be installed to reduce the demand on aquifers and equipment. This project will be re-evaluated upon completion of the long-term water supply study.

### **Acquire/Upgrade Supply Capacity**

The City needs to acquire additional or upgrade current source capacity in order to meet its predicted demands and Department of Health's reliability recommendations. Project identification is expected to come from the long term water supply study.

## **Storage Projects**

### **Wilderness Park Reservoir Repairs**

Based on a seismic study which evaluated the City's reservoirs, the Wilderness Park Reservoir does not meet current seismic design standards. This project will retrofit the existing reservoir to have additional ties to the foundation to resist overturning forces induced by seismic loads.

### **Raab Park Reservoir Replacement**

Replace the existing 150,000- gallon tank with a 300,000-gallon tank. The existing tank does not meet seismic design standards and is at the end of its useful life.

### **Reservoir Coating Program**

The City plans to recoat the interior and exterior of the Finn Hill and Olhava Reservoirs. Periodic coatings need to be applied to protect the structural steel from corrosion damage.

## **Booster Station Projects**

### **Wilderness Park Booster Station Replacement**

The City plans to construct a new booster station at the Wilderness Park Reservoir site. The new booster station will transfer supply from the Low Zone to the East High Zone to eliminate the storage deficiency in the East High Zone and provide redundancy to the Pugh and Lincoln Wells. Currently, the City does not have a pumping facility to transfer

supply to the East High Zone. The booster station will consist of three 750 gpm pumps, integrated control systems, standby generator, and an automatic transfer switch with a new CMU building.

### **340 Zone Fire Flow Pump and Zone Expansion**

The 340 Zone currently has houses that are served by a pump for average day and maximum day demands, but is served by gravity for fire flow. The high elevations cause pressures to drop below 20 psi during fire flow emergencies when the reservoirs are depleted of operational storage. A fire flow pump is needed to boost flows and pressures in the 340 Zone and would decrease the large dead storage in the Low Zone. This project will be coupled with a zone expansion to address the low pressure at the 4<sup>th</sup> Avenue Townhomes since work will need to be performed at the existing booster station. This project will include an additional 250 feet of pipe to expand the zone and the pumps necessary to meet projected demands.

### **Distribution System Projects**

The following distribution system projects are recommended to increase fire flow, replace undersized water mains, or to accommodate transmission and storage projects.

#### **Old Town Water Main Replacement**

The City plans to replace the undersized and aging water mains in the “old town” area located south of downtown. This area is primarily residential although a few businesses are located along the waterfront. Existing piping serving the area is approximately 9,000 LF of 4-inch water main and 5,450 LF of 6-inch water main. This project will replace 3,140 LF of 4-inch piping with 8-inch piping along 6<sup>th</sup> Avenue and Haugen Street. The new piping will serve as a “backbone” for the area and increase fire flow availability.

#### **Viking Avenue PVR**

The Viking Avenue water main currently has very high pressures (180 psi) that need to be reduced. High pressure in the main has caused pipes to burst several times. The City plans to install two PVR systems, including one at the old Viking Avenue Booster Station site to reduce pressure along this main.

#### **Hostmark Transmission Main**

The City plans to install a transmission main between the Wilderness Park Booster Station and the East High Zone. This project will allow the City to transfer supply between the Low and East High Zones to improve supply redundancy to both areas. The project consists of approximately 3,000 LF of 12-inch water main along Hostmark Street. A new pressure reducing valve station will be installed to transfer supply from the East High Zone to the Middle Zone.

#### **SR 305 Crossing**

The City plans to replace the transmission main that crosses SR 305 at Hostmark. The existing water main is an old and undersized pipe that serves the downtown area.

#### **Liberty Ridge Fire Flow**

The Liberty Ridge Apartments require a minimum of 2,500 gmp for fire flow. They are at a higher elevation than most of the Low Zone and are served by 6-inch piping from the south. An additional 8-inch pipe from Bond Road to 1<sup>st</sup> Avenue NE at the south end of the complex would loop the service and increase fire flow to above 2,500.

### **Water Main Replacement Program**

The City has scheduled specific water main replacements for the next 6 years and will continue replacing aging water mains annually. Which mains will be replaced beyond what is currently scheduled will depend on the needs of the system and the know pipe conditions at that time.

### **Miscellaneous Projects**

#### **Meter Upgrade and Replacement Program**

The City plans to replace all existing meters in their water system. The new meters will have remote read capabilities and will be a higher quality magnetic meter. This project is intended to help reduce water loss and improve the efficiency of the water system.

#### **Telemetry System Upgrades**

The City plans to replace the current telemetry system. This project will upgrade the central control system so that the City will have better remote operation of its water and sewer facilities.

#### **Public Works Complex**

The City plans to construct a Public Works Complex which will provide a maintenance and operations center for the water, sanitary sewer, storm sewer, solid waste, roads and parks departments. The water utility is expected to fund 20% of the project costs.

### ***Water Facilities Funding Strategy***

Municipal utilities in Washington State are operated as enterprise funds and are required by state law to operate with a balanced budget. Therefore, the City must decide how it will finance its utility capital improvements as well as provide funds to operate the utility through some combination of user rates, debt, and contributions. It must then establish user rates at a level that is sufficient to operate and maintain its facilities, pay debt service on any debt issued, and maintain reasonable cash reserves.

Funding the Water System's capital improvements comes from the Water Enterprise Fund, which is intended to be self-sufficient. Revenue is from monthly rates from both residential and commercial users, and through one-time utility connection charges. The combination of these revenue sources funds the water utility's operational expenses, debt reduction, maintenance and capital improvements.

The 2014 Water System Plan provided a financial analysis of the water utility's anticipated monthly rate revenues and projected operational expenses over a six-year period. It also provided an analysis for projected connection charge revenues, which are used to upgrade and expand the water system. Based upon the Plan's analysis, the City

has adequate operating revenue to meet its existing and projected operating expenses, as well as its 6-year CIP project.

The City has seen an increase in the amount of revenue since the 2007 Water System Plan, and based upon projected revenue and an increase in water rates approved in 2014, the expected revenue is sufficient to complete system upgrades. In addition, the City, however, has several options for funding the CIP should revenue projections be less due to slower than expected growth or decreased water consumption. Projects identified on the 6-year CIP intended to accommodate system growth can be delayed until such time as needed. Further, additional revenue sources such as public works loans, revenue bonds, or rate increases can be utilized when necessary. The anticipated long-term coordinated water supply, storage and distribution agreement with KPUD may also decrease or eliminate the need to implement some of the identified 6-year and longer-term capital improvements.

#### **System Expansion Projects Funding**

For future proposed developments that currently do not have the City's water system readily available, the City generally requires the developer or landowner to agree to execute a utility extension agreement. Through the agreement, the City requires the developer or property owner to pay all costs associated with designing, engineering, and constructing the extension to City standards. This agreement does not, however, guarantee or reserve water capacity within the system. Capacity is only assured when a building permit is actually issued. This agreement also requires the developer/landowner to turn over and dedicate any capital facilities to the City at no cost. All agreements must be approved by the City Council. The City anticipates this process will be used more often to serve development occurring throughout the underdeveloped areas of the city and the urban growth area.

## **12.7 Sanitary Sewer System**

The City of Poulsbo Sanitary Sewer Utility provides sanitary sewer within the city limits and some specific areas in the surrounding unincorporated UGA. A complete inventory, analysis of need, identification of deficiencies, and capital facilities program is provided in the 2008 City of Poulsbo Sanitary Sewer System Plan, which is included in Appendix B -2 to the Comprehensive Plan and adopted in its entirety.

The City of Poulsbo owns, operates, and maintains a wastewater collection and conveyance system that serves approximately 2.5 square miles within the City of Poulsbo and the associated UGA. The sewer system consists primarily of gravity collection lines, which feed two interceptor sewers that convey wastewater from the west and north sides of Liberty Bay to the Kitsap County conveyance system at Lemolo. The County conveyance facilities transport the wastewater south under Liberty Bay to the Central Kitsap Wastewater Treatment Plant (CKWWTP) located in Brownsville. The effluent is treated at the CKWWTP, which is owned and operated by Kitsap County Department of Public Works (KCDPW).

Primary deficiencies in the City's sanitary sewer system consist of: 1) high inflow and infiltration (I&I); and 2) potential capacity constraints within the City system and in the downstream conveyance system owned by Kitsap County.

### **Inflow and Infiltration**

In 2008, the City initiated an Inflow and Infiltration Analysis to evaluate Storm Water I&I in the largest of the City's basins, and to assess apparent effectiveness of the 6th Avenue basin I&I project completed in 2001. Of the five pump stations evaluated (6<sup>th</sup> Avenue, 9<sup>th</sup> Avenue, Liberty Bay, Lindvig and Marine Science Center), the quantity of Storm Water infiltration per lineal feet of pipe and per acre of basin drained was highest in the 6<sup>th</sup> and 9<sup>th</sup> Avenue basins.

On the basis of total inflow, the Marine Science Center (MSC) pump station basin contributed the greatest volume of storm water, followed by the 6<sup>th</sup> Avenue basin and the Lindvig pump station basin. It should be noted that the majority of I&I in the MSC pump station basin is generated in the older downtown area where the City's next I&I reduction project will be implemented.

An analysis of the 2001 I&I project in the 6<sup>th</sup> Avenue basin effectiveness was also made. Analysis of the pump records indicated the I&I project reduced pump run time by over 35 percent. While the limited number of data points does not provide sufficient information for a strong conclusion on the amount of flow reduction at this time, it is anticipated that the project will reduce peak flow in this basin by at least 30 percent.

Overall, the 2008 I&I evaluation concluded that there continues to be a significant I&I problem, especially in the older portions of the City, and that further evaluation is necessary to determine specific sources of inflow and infiltration. Another engineering evaluation is programmed for 2012 after implementation of the central Poulsbo I&I project programmed for 2011.

Additional inflow reductions are planned for implementation in 2009, such as installation of inflow prevention devices (such as manhole inserts) in public right-of-way; a development of an I&I monitoring program; smoke tests of suspected high I&I areas to identify specific inflow sources; and development of education and City policies to encourage private property owners to disconnect roof drains and other sources of direct inflow to the sanitary sewer system.

### **Potential Capacity Constraints**

Potential future capacity constraints may exist both within the City system and at the downstream conveyance system owned by Kitsap County. Projects have been identified and included in the 2025 project list that addresses these potential capacity constraints.

#### *City system:*

The City's engineering consultant prepared a capacity assessment of the City's system in 2007 to evaluate selected conveyance pipes that had been identified as having potential concerns due to recent or future growth. Based on the analysis, it is likely that several pipe segments in limited areas of the City are potentially deficient in the future. Based on

the assessment, three projects were added to the 2025 project list to remedy these capacity constraints.

*Downstream Conveyance Capacity:*

Capacity of the County conveyance system is currently limited by the Lemolo siphon and County Pump Station 16. Based on correspondence with Kitsap County, the existing capacity of the Lemolo siphon is 3.2 mgd, and the capacity of Pump Station 16 in Keyport is 3.8 mgd with two of the three pumps operating (firm capacity as required by Ecology). Facility Improvements to increase capacity are necessary to ensure long-term downstream conveyance capacity.

The City will continue to coordinate with Kitsap County on potential long term alternatives for ensuring adequate downstream conveyance capacity for peak flows is available. Improvements have been identified to increase capacity of the siphon and County Pump Station 16. These projects have been identified on the 2025 Project List and the Six-year Sewer CIP.

## **2025 Sanitary Sewer Facility Improvements**

### **System Rehabilitation Projects**

#### **Central Poulsbo Inflow and Infiltration Reduction**

This is the second Inflow and Infiltration (I&I) project for the older, central portion of Poulsbo. This project will replace old deteriorated mains in the areas of 3rd Avenue, 5th Avenue, Moe Street, Lincoln and Hostmark Streets south of SR 305, and Swanson Way. Construction will likely be by pipe bursting techniques. New side sewers leading to homes will also be installed to eliminate inflow from roof downspouts.

#### **Annual Inflow Reduction Program**

Flow monitoring data shows that the existing sewer system experiences high levels of inflow during storm events. This inflow may be associated with leaking man-holes, storm drain connections or roof drain connections. Starting in 2007-2008, the City implemented an annual inflow reduction program consisting of identifying and repairing inflow sources. An approximate \$20,000 budget is allocated for this work each year.

#### **6<sup>th</sup> Avenue Pump Station Upgrade**

This project consists of replacement of the pumps and electrical system, providing metering, and installing an emergency generator. The work is required for pump station rehabilitation.

#### **9<sup>th</sup> Avenue Pump Station Upgrade**

This project provides a complete rebuild of the pump station. Safety is an issue because the electrical float control contacts are directly above the wet well. Gas from the sewers can accumulate in the can pump station and could explode with an electrical spark. The work would be a complete rehabilitation to include new pumps, valves, electrical control, flow metering, and telemetry.

### **Village Pump Station Repair**

This pump station is in generally good condition, but repair and maintenance will be required to ensure reliability and safety. The existing J-box for the floats located in the wet well can be difficult to access and can be submerged during power outages. The J-box should therefore be relocated.

### **Marine Science Pump Station Repair**

This pump station is in generally good condition. However, the existing 30-hp pump must be replaced with a 50-hp pump in order to ensure a firm pumping rate of 2,000 gpm for the pump station.

### **Portable Trash Pumps**

This project consists of purchasing three portable trash pumps for emergency use at the City's pump stations, primarily at the Bond Road, Lindvig, and Marine Science Center pump stations.

### **Slipline Force Main Between Lindvig and Marine Science Center Pump Stations**

This project will be accomplished after the new force main to the Bond Road pump station is complete. The project will slip line the existing 10-inch force main with an 8-inch HDPE main.

### **Replace Force Main between Marine Science Center Pump Station and Harrison Street**

This project replaces the 12-inch force main from the Marine Science Center pump station that runs along the beach. The existing main is subject to damage or failure which would result in release of sewage to Liberty Bay. The force main will be rerouted along Fjord Drive and then tie into the existing Central Interceptor main in SR 305 at Harrison Street.

### **Replace 6<sup>th</sup> to 9<sup>th</sup> Avenue Pump Station Force Main**

This project serves two purposes. First, it replaces a force main running adjacent to the beach. Secondly, it separates the flows between the two stations. Currently, if both pump stations are running at the same time, the rate of pumping of both stations is reduced because they share the same undersized pipe. A new force main serving the 6th Avenue pump station will be constructed up Matson Street to the new Central Interceptor in SR 305. The existing force main to the 9th Avenue pump station will be either abandoned, or retained for use as emergency backup for the 6th Avenue pump station.

### **Tollefson Force Main Upgrade**

The Tollefson Force Main is aging and undersized. Replacement of the 6<sup>th</sup> and 9<sup>th</sup> Avenue pump stations warrants replacement of this force main to manage increased flows.

### **Downstream Conveyance Capacity Improvements**

Downstream conveyance capacity projects are designed to increase capacity of County-owned facilities located between the Johnson Road metering stations, and the CKWWTP.

Pursuant to the agreement between the City and the County, the City is responsible for 100 percent of the costs of these improvements because the City generates 100 percent of flow within this portion of the County's system.

### **Repair or Replace Metering Flume and Flow Measurement System**

The County's flow measuring flume does not register peak flows in excess of 2.5 mgd. Since the two siphons have a fixed flow capacity, it is important to know how close to this capacity the flows are during heavy rain events. The cause of the flume malfunction is not known, and may be an electronic device, or it may be an incorrectly sized flume. This project will determine the problem and correct it.

### **Lemolo Pipeline Improvements**

Installation of three air and vacuum valves and sealing of three manholes between Johnson Road and the siphon will increase the capacity of the siphon system to 4.4 mgd. Following these improvements, the siphon will have a capacity of at least 4.4 mgd, sufficient to meet future flows until approximately 2030.

### **Pipe Replacement at Johnson Road**

The conveyance pipe from Johnson Road and State Route 305 leaves the Johnson Road metering station in an 18-inch pipe. Replacing the 175-foot long 18-inch pipe with a 24-inch pipe, would increase the capacity of conveyance. The pipe replacement would need to be conducted prior to or concurrent with the Lemolo pipeline improvements.

### **Pump Station 16 Improvements**

Pump Station 16 has firm pumping capacity with two pumps operating, with a capacity of 3.8 mgd. By adding an additional pump, firm capacity can be increased to 5.0 mgd.

### **I&I Effectiveness and Downstream Conveyance Improvements Engineering Study**

This project would consist of engineering analysis to document I&I reduction program effectiveness, and to design hydraulic improvements to the downstream conveyance system needed to increase conveyance capacity over 3.7 mgd. This study would be conducted after implementation of the central Poulsbo I&I project, and several years of implementation of the I&I reduction program.

### **System Expansion Projects**

System expansion projects provide for new facilities in the sewer service area in order to support new housing and commercial development. These upgrades generally consist of new gravity mains that carry wastewater to one of the nine existing pump stations. In a few cases, at low elevations, a pump station will be required to lift the wastewater to a gravity main. Attempts to minimize new pump stations have been made in order to reduce future operation and maintenance costs and to be consistent with City policy.

### **Finn Hill Basin Collection System**

Based on a recent capacity assessment, the following projects have been identified: 1) Olhava basin near Wal-Mart, pipe run 18. Increase 246 feet of 8-inch pipe to 10- or 12-inch pipe; 2) Olhava basin on Bond Road, pipe run 94. Increase 70 feet of 8-inch pipe to 10- or 12-inch pipe.

### **Noll Road (north) Collection System**

This project will serve new residential development in the Noll Road corridor and consists of a new gravity main in or near Noll Road between Lincoln Avenue and Deer Run. The new pipe will connect to the 10-inch main carrying wastewater from the Deer Run development. Since the 10-inch Deer Run gravity main is on a very flat slope, the new development flows will result in existing capacity being exceeded. Therefore, the existing 10-inch main will either be increased to a 15-inch diameter main using pipe bursting methods, or a new 10-inch diameter main paralleling the existing main will be installed.

A new pump station and force main would be constructed to serve a small portion of this basin that is not able to connect to the main by gravity flow. The new gravity sewer would allow the existing Alasund Meadows pump station and force main to be phased out. This project will allow the development of new housing along Noll Road.

### **Noll Road (south) Collection System**

Property along Noll Road south of Deer Run is at a low elevation and therefore cannot drain into the existing Deer Run collection main. To serve this area, a new 10-inch main will be placed in or near Noll Road from Deer Run to SR 305. A pump station will be constructed at SR 305 and the wastewater pumped through a new force main in SR 305 to the chlorination manhole located at Johnson Road.

This project will allow wastewater collection from existing and future homes along Noll Road. No major developments are currently proposed, nor is it likely that any large development will be proposed that could fund the entire project. Funding may therefore need to be a combination of developer latecomer fees and City funding, if available.

### **South Viking Avenue Collection System**

This project consists of constructing a new collection system to serve residential and commercial areas at the south end of Viking Way. A pump station at the lower end of Anderson Lane will be required to convey wastewater to the existing gravity main in Viking Avenue. Flow from both the east and west sides of Viking Avenue could discharge to this pump station. This project will allow wastewater to be collected from a new development west of Viking Avenue. Existing homes located east of Viking Avenue, currently on septic systems, could connect to the system if the pump station is located in Anderson Lane.

### **Liberty Bay Pump Station Improvements**

The south end of the Viking Way basin is expected to experience significant development. Expansion of the pump station will be required to increase capacity from the current 100 gpm to 400 gpm.

### **Central Viking Avenue Collection System**

This project consists of constructing a new collection system to serve the area west of Viking Avenue that can flow either to the Liberty Road pump station or to the Lindvig pump station. No pump stations or force mains will be required. This project will allow wastewater to be collected from new developments west of Viking Way.

### **Finn Hill Collection System**

This project consists of constructing a new collection system to serve the Finn Hill and Urdahl Road areas located north of SR 3. Wastewater from these properties will all flow via the Olhava gravity system to the Bond Road pump station. A gravity main will be placed in Finn Hill Road and a portion of Urdahl Road leading to a new pump station at Finn Hill near SR 3. This pump station will lift the wastewater to the gravity system in “A” Street in front of Wal Mart, which will carry it to the Bond Road pump station.

Portions of the north end of Urdahl can flow either by gravity to the Olhava sewer system, or to the new pump station at the lower end of Finn Hill Road.

It can be constructed incrementally, with several proposed housing developments constructing pump a station and main down Finn Hill Road with developers of future projects adding on to the system.

### ***Sewer Facilities Funding Strategy***

Funding the Sanitary Sewer System’s capital improvements comes from the Sewer Enterprise Fund, which is intended to be self-sufficient. Revenue is from monthly rates from both residential and commercial users, and through one-time utility connection charges. The combination of these revenue sources funds the sewer utility’s operational expenses, debt reduction, maintenance and capital improvements.

The 2008 Sanitary Sewer Plan provided a financial analysis of the Sewer Utility’s anticipated monthly rate revenues and projected operational expenses over a six-year period. Based upon the Plan’s analysis, it was identified that sewer rates need to be increased to cover costs associated with normal operation and maintenance, as well as the necessary system upgrades.

In 2008, the City initiated a sewer rate study and task force to review the financial situation of the sewer utility. A recommended rate increase for the sewer monthly rates and connection charges was presented to the City Council, with the rate increase to begin implementation in January 2009.

### **System Expansion Projects Funding**

For future proposed developments that currently do not have the City’s sanitary sewer system readily available, the City generally requires the developer or landowner to agree to execute a utility extension agreement. Through the agreement, the City requires the developer or property owner to pay all costs associated with designing, engineering, and constructing the extension to City standards. This agreement does not, however, guarantee or reserve sewer capacity within the system. Capacity is only assured when a building permit is actually issued. This agreement also requires the developer/landowner to turn over and dedicate any capital facilities such as main lines, pump stations, and wells to the City, at no cost. All agreements must be approved by the City Council. The City anticipates this process will be used more often to serve development occurring throughout the underdeveloped areas of the city and the urban growth area.

## 12.8 Storm Water Management System

The City of Poulsbo Storm Water Utility provides storm water collection, conveyance and treatment within the city limits. A complete inventory and analysis of existing drainage system and facilities inventory and water quality, analysis of minimum control measures, discussion on low impact development, evaluation of the City's operation and maintenance program, and summary of system deficiencies is provided in the 2008 City of Poulsbo Storm Water Management Plan, which is included as Appendix B-3 to the Comprehensive Plan and adopted in whole.

The City of Poulsbo owns, operates and maintains a storm water collection, conveyance and treatment system that services approximately 2.5 square miles within the City of Poulsbo city limits. The system consists of gravity collection ditches and pipelines that collect storm water primarily from impervious surfaces such as roads, parking lots and buildings, and conveys it to natural drainage features such as streams and creeks, which eventually discharge to Liberty Bay. Water quality treatment and water quantity detention structures are interspersed throughout the system, many of which are privately owned and maintained.

The City participated, along with other Kitsap County jurisdictions, in the development of technical design standards to aid in implementing Low Impact Development (LID) techniques. These LID techniques emphasize storm water management methods that reduce impervious areas, retain vegetation and maximize on-site infiltration. The Kitsap Home Builders Association (KHBA) led the LID standard development process, under a grant agreement with the Washington State Department of Ecology. The City adopted the *Low Impact Development (LID) Guidance Manual – A Practical Guide to LID Implementation in Kitsap County*, in May 2009.

The 2008 Storm Water Management Plan completed an evaluation of the City's existing system. Primary deficiencies consist of localized flooding problems and compliance with NPDES Phase II permit record keeping and program administration requirements. The capital improvement projects identified in the 2025 Storm Water facility list of projects have been identified to address these deficiencies.

### **2025 Storm Water Management Facility Improvements**

Improving the City's Storm Water Management system applies to collection, conveyance, quantity control and quality control. Improving collection and conveyance generally means constructing new pipes or replacing existing structures or ditches with larger pipes or culverts. Improving Storm Water quantity control means constructing new detention or retention facilities. Improving Storm Water quality generally consists of constructing wet ponds, biofilters or mechanical structures to filter or otherwise remove sediments, oils or other potential contaminants prior to discharge.

#### **Restore South Fork Dogfish Creek Near 8<sup>th</sup> Avenue**

The South Fork of Dogfish Creek downstream of 8<sup>th</sup> Avenue frequently floods, causing water to flow across private property and the Public Works maintenance yard. Attempts to control the flooding with sandbags have not been successful. Upstream erosion has

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resulted in channel aggradation, which creates a shallow and flat channel that is not able to convey peak flows. Both stream channel re-grading and construction of side berms will be required to control peak flows. This project will consist of re-construction of the stream channel to its original location away from the edge of the maintenance building, and replacement of the undersized culvert under 8<sup>th</sup> Avenue to prevent flooding of the street.

#### **New 18” storm drain east side of Viking Avenue**

A storm drain discharges water to a ditch behind Shoomadoggie’s business on the east side of Viking Avenue. The ditch runs about 90 feet and then enters a storm drain through a trash barrier. This barrier and storm drain become easily plugged, causing flooding on the Liberty Bay Condominium property below. This project consists of replacing the open ditch with a new 18-inch PVC storm drain and two new catch basins, connecting one existing catch basin in the adjoining parking lot to the new catch basin and storm drain, and connecting the other drains to the second new catch basin.

#### **Fjord Drive Bank Repair – Phase 1**

Storm Water has sheet-flowed off the edge of Fjord drive north of the Poulsbo Yacht Club, which has contributed to failure of the steep slope up to the edge of the paved roadway. This project would install a curb to prevent sheet flow and soil saturation, and would include erosion control mats and planting to stabilize eroded soil. This project would provide minimum repair pending a more permanent solution.

#### **Replace Storm Drain in Wendy Way**

The existing 12-inch storm drain through the Royal Viking Mobile Home Park does not have sufficient capacity to convey storm flows from the housing areas located to the north. During heavy storm events, water floods private property and travels as sheet flow down Wendy Way. This project consists of replacing 700 feet of 12-inch storm pipe with new 18-inch pipe. Replacement of the catch basins is likely not required. This project must be accomplished prior to replacing the drainage ditch in the three yards of the homes located on Norrland Lane (see project below).

#### **Replace Norrland Lane Drainage Ditch**

Storm water from Lincoln Road and a drainage system north of Lincoln Road both discharge to a ditch located behind three homes on Norrland Lane. This 90-foot ditch enters an 18-inch storm drain and then flows through Norrland lane to Wendy Way in the Royal Viking Mobile Home Park. The installation of the detention structure in Lincoln Road and the associated discharge to this ditch exceeds its original design capacity. Flooding of the crawl space has occurred on occasion. This project consists of increasing the drainage capacity by installing 90-feet of 18-inch diameter PVC pipe. This project cannot be accomplished until the Wendy Way storm drain is increased to 18 inches.

#### **Replace Storm Drain West of 10<sup>th</sup> Avenue**

The existing storm main that runs across the property located at 1858 10<sup>th</sup> Avenue NE is undersized and needs to be replaced. An attempt was made in 2001; however, flooding problems persist due to inadequately sized pipes or blockage. Camera inspection is not

possible due to access constraints. This project would replace the existing storm drain with a new large capacity pipe.

#### **Repair American Legion Park outfall**

The outfall structure at the north end of the American Legion Park is in jeopardy of collapsing into Liberty Bay. Further erosion of the steep bank will result in risk to the outfall structure and additional erosion of the park property. This project will stabilize the bank and replace the outfall pipe.

#### **South Fork of Dogfish Creek Regional Detention Facility, Phase 2**

Undetained run off from impervious surfaces in the upper South Fork of Dogfish Creek has contributed to stream erosion, water quality degradation and downstream flooding. Phase 1 of the regional detention project was implemented in 2006, with construction of a 60,000 cubic feet underground detention structure on the NKHS property. Phase 2 of the regional detention facility would consist of collection system improvements in the vicinity of Hostmark Street and Caldart Avenue.

#### **South Fork of Dogfish Creek Enhancement, 7<sup>th</sup> Avenue to Liberty**

The South Fork of Dogfish Creek passes through a degraded channel and two metal culverts, which do not adequately carry the peak storm flows of the creek, contribute to flooding and present a barrier to fish passage. This project consists of replacing the two culverts with larger culverts that will convey peak flows and be more conducive to fish passage. This project would also restore the degraded channel between 7<sup>th</sup> Avenue and Liberty Road by removing invasive vegetation and providing habitat structures.

#### **South Fork of Dogfish Creek Enhancement, Wilderness Park**

This project consists of stabilizing and restoring the incised stream channel within the City's Wilderness Park. Undetained flows have created head cutting in the channel, resulting in a stream channel that is heavily eroded in places. This project would consist of installing grade control wiers and vegetation in eroded bank areas.

#### **Viking Avenue Regional Detention Facility**

Storm water from the Viking Avenue area north of Finn Hill Road discharges untreated to Dogfish Creek. This project consists of constructing a water quality and retention/detention system, using Low Impact Development (LID) techniques.

#### **South Viking Avenue Regional Detention Facility**

Storm water from the Viking Area south of Finn Hill Road discharges untreated to Liberty Bay. This project consists of constructing a water quality and retention/detention system, using LID techniques.

#### **Noll Road Regional Water Quality and Detention Facility**

Storm Water from Noll Road and other adjacent impervious areas currently flows untreated and undetained, and discharges to Bjorgen Creek. This contributes to potential release of sediments and contaminants. This project would construct a two cell wet pond for water quality improvements, and a detention pond to reduce the rate of discharge. Both facilities are assumed to be located in the south Noll Road area.

### **Fjord Drive Repair and Storm Water Treatment, Phase 2**

This project would route storm water from the slope failure area to a new treatment facility prior to discharge to Fjord Drive. A new retaining wall would also be constructed to stabilize the failed high bank slope.

### **Fjord Drive Shoreline and Drainage Repair**

Portions of the shoreline along Fjord Drive between 6<sup>th</sup> Avenue and the city limits have eroded and threaten the street. This project consists of constructing new storm drains, installing curbs and catch basins, and planting vegetation to stabilize eroded areas.

### **Replace Bjorgen Creek Culvert**

The existing culvert, under an easement south of Noll Road, is undersized and creates a fish passage barrier due to elevation drop at the downstream end of the culvert. This project would replace the existing 36-inch culvert with a 10 foot wide bottomless arch-type culvert.

### **Haugen Street Storm Drainage System**

Due to the lack of a storm collection system, flooding occurs during heavy storms near Haugen Street in the vicinity of 8<sup>th</sup> Avenue, 9<sup>th</sup> Avenue, and Torgeson Avenue. This project would install new collection pipes to intercept runoff and convey flows to the 6<sup>th</sup> Avenue storm sewer. A control structure to bypass high volume storms would also be required.

### **Anderson Parkway Stormwater Retrofit**

Anderson Parkway is one of the most significant sources of stormwater pollutant loading to Liberty Bay. Sampling conducted by the Kitsap County Health Department and the Department of Ecology have indicated high levels of bacterial loading from the Anderson Parkway Basin. This project will replace the aging storm system and provide water quality treatment per 2005 Department of Ecology stormwater management standards.

## ***Storm Water Facilities Funding Strategy***

Funding the Storm Water facilities' capital improvements comes from the Storm Utility Enterprise Fund, which is intended to be self-sufficient. Revenue is from monthly rates from both residential and commercial users. These revenue sources fund the utility's operational expenses, maintenance and capital improvements.

The Storm Water utility expenditures cover all costs associated with operating and maintaining the storm water utility. This includes program administration, and repair and maintenance of the system. It also covers the costs of capital expenditures, which includes the purchase of equipment to maintain the system, costs to replace deteriorated pipes, culverts, or other components; and costs to install new components to better manage storm water (detention ponds or underground vaults), or to meet new environmental requirements.

The 2008 Storm Water System Plan provided a financial analysis of the Storm Water utility's anticipated monthly rate revenues and projected operational expenses over a six-

year period. Given the existing capital and operating fund reserves, existing rates and future revenues are adequate to support the operations and maintenance program required under the NPDES, as well as implement a baseline 6-year CIP. Under this scheme, revenues are sufficient to cover expected costs during the 6-year CIP timeframe, with no substantial increase in rates. In 2008, however, an annual adjustment to CPI was authorized.

NPDES permit compliance requirements obligate the City to implement expanded operations, maintenance and education elements, which are likely to further increase costs and decrease revenue that could be available for capital projects. Full implementation of the 2025 Storm Water Facilities project list will need additional funding. This will realistically result in the need to increase storm water utility rates in the future. The next Storm Water functional plan update will thoroughly assess this situation and alert the City when the need for increased rates is necessary.

## 12.9 Transportation System

The City of Poulsbo 2006 Transportation Plan Update (Appendix B-4 of this Comprehensive Plan) provides the analyses for this section, which is based on information from the Poulsbo Traffic Study Final Report—Phase 1 + Phase 2, prepared by David Evans and Associates. (October 2004). The Transportation Plan Update has been developed to fit within the City of Poulsbo's Comprehensive Plan update process and is intended to meet the transportation requirements of the Growth Management Act. The 2006 Transportation Plan Update includes an existing system evaluation; growth and transportation demand forecast; future transportation needs assessment; necessary facility improvements; and implementation/funding strategies.

The GMA requires that a comprehensive plan include an evaluation of existing transportation conditions in light of the adopted standard level of service (LOS). This is to identify the existing deficiencies resulting from past growth, before planning of improvements needed for future growth. This analysis was completed in the 2006 Transportation Plan Update. The following is the summary from that analysis:

- Transportation level of service is graded from A (very good) to F (failing). In Poulsbo, the desired LOS is C or better as a goal, but level E is permitted before improvement is necessary. For intersections, Poulsbo uses a method based on the average amount of delay per vehicle using the intersection in peak hours. This method measures congestion. For road sections between intersections total traffic volume is compared to the road's capacity, with adjustments for the classification of each road, and for compliance with design standards. If the road does not meet urban design standards (particularly sidewalks and shoulders), the allowable capacity is reduced. This measures the ability of the entire road corridor to safely provide for pedestrian and bicycle needs along with vehicular travel.
- Several existing deficiencies were identified based on the LOS standards. Most will be corrected by currently funded city or state improvement projects. Two deficient locations remain, but these will benefit from the SR 305 improvements

and should be reevaluated after traffic through the downtown area has had time to adjust. No further action is required for existing deficiencies.

- Road projects that are funded and certain to be completed within six years were treated as if existing, for the purpose of this evaluation. Committed improvements include the SR 305 widening project, sidewalk improvements on several downtown area roads, extension of 3rd Avenue from Jensen to Iverson behind the post office, and sidewalk improvements on Caldart Avenue and Mesford Street.

In projecting future growth impacts, the City's transportation consultant – David Evans and Associates – created and calibrated a traffic forecasting model for Poulsbo and surrounding areas. Using this model, the increase in travel demand was assigned to Poulsbo's road network to identify future conditions and evaluate future improvement needs.

The model identified that in order for Poulsbo to serve the projected 2025 travel demand and comply with LOS standards, transportation improvements will be needed. Some forecast needs cannot easily be solved by adding capacity, and should instead be dealt with by efforts to reduce travel demand or reroute the demand to other locations. In summary, the transportation improvements necessary to accommodate the City's 2025 population forecast include:

- Projects to add sidewalks, turn lanes, bicycle lanes and otherwise upgrade existing roads.
- Projects to add new roadway segments of various lengths. These projects add new connections in growing areas, to efficiently route traffic from neighborhoods to the arterial network.
- Projects to improve the capacity of intersections with signalization, channelization, roundabouts, and two-way or all-way stop controls.
- Locations where capacity improvements are not feasible, alternative strategies for Transportation Demand Management (TDM) should be pursued.
- Routes were identified where reclassification may be appropriate to best reflect the future use of those roads.

These recommended improvements would be implemented gradually, as growth occurs. The actual timing of needs may take more or less than the 20-year planning horizon assumed.

### ***2025 Transportation Facility Improvements***

For most locations with future deficiencies, improvements were defined that provide the capacity needed. Many of the improvement projects on existing roads provide for upgrading to full design standards, such as adding sidewalks and other urban features that are part of the City's street design standards but missing or only partly found on existing older roads. Turn pockets or turn lanes are added where needed. No new general traffic lanes for through travel were added to any existing arterial corridor. (However, at the

interchange of SR 3 and Finn Hill Road, two through lanes should be added on Finn Hill for adequate operation of a series of coordinated and interconnected signals).

New roads are added to the system at the level of collector arterials or sub-collector roads. These new road connections are essential to the orderly development of the City – first to provide for access to developing land parcels, and secondly to provide for efficient circulation within larger sub-areas. These new roads providing more direct paths, also minimize emergency vehicle response time. Without the proposed new road connections between neighborhoods, some affected areas would suffer longer response times by first responders.

In a few places, directly serving the forecasted traffic growth, by adding extra lanes, would appear to solve the capacity deficiency, but that action is not recommended, either for economic, topographic or environmental reasons (such as Front Street through downtown Poulsbo.) The cost of building a wider road would be unacceptably high due to the high cost of acquiring right-of-way through an already built area. For those situations, alternative strategies, for travel demand management, are recommended instead.

**Mitigation Options**

There are generally three strategies for addressing LOS deficiencies identified in the 2025 Forecast model. These are defined as follows and detailed below:

- Add transportation facilities to serve forecast travel demand.
- Apply TDM strategies to divert excess traffic away from problem areas.
- Relax the City’s transportation service standards.

A combination of the first two strategies was found to be adequate to meet most of the 2025 identified deficiencies due to allocated growth. Other remaining deficiencies could be addressed initially by a “wait and see” position, or reclassification of some sub-collector roads if necessary, near the end of the 20-year planning period. There is no need to consider lowering the adopted transportation level of service standards until after TDM strategies have been fully tested at some future date.

**Add Transportation Facilities**

Table CFP-5 below indicates the improvements to existing roadway segments to correct potential service deficiencies, and other identified transportation system improvements.

**Table CFP-5 2025 Required Transportation Improvement Projects**

Road Classification	Name	From	To	Improvement Needed
Commercial Sub-collector (reclass as Collector)	10 <sup>th</sup> Avenue	600 feet north of Liberty	Liberty	Turn Lane Sidewalks
Collector Arterial	8 <sup>th</sup> Avenue	Hostmark	7 <sup>th</sup> Avenue	Sidewalks one side; Resurface; Widen

<b>Road Classification</b>	<b>Name</b>	<b>From</b>	<b>To</b>	<b>Improvement Needed</b>
Neighborhood Sub-collector (reclass as Collector)	Pugh	Lincoln	City Limits	Sidewalks; Resurface
Minor Arterial	Lincoln	Laurie Vei Loop	UGA Boundary	Left-turn lane; Sidewalks; Bike lanes;
Neighborhood Sub-Collector	Mesford	20 <sup>th</sup> Avenue	Noll	Sidewalks; Widen; Overlay
Minor Arterial	Hostmark	4 <sup>th</sup> Avenue	6 <sup>th</sup> Avenue	Sidewalks; Resurface
Neighborhood Sub-Collector	Caldart	Hostmark	Gustaf	Sidewalks; Resurface
Residential Sub-Collector	11 <sup>th</sup> Avenue	Hostmark	Sol Vei Way	Sidewalks
Collector Arterial	Noll Road	SR 305	NK School Property	Turn lanes; Sidewalks; Thru lanes; Bike lanes
Neighborhood Sub-Collector	4 <sup>th</sup> Avenue	Iverson	Torval Canyon	Sidewalks; Resurface
Minor Arterial	Finn Hill	W. City Limits	Olhava Way	Sidewalks; Widen; Bike lanes; Resurface
Minor Arterial	Finn Hill Road	Olhava Way	Rasmussen Court	Add through lanes, Signal coordination; TDM Strategy
Local Access (reclass as Commercial Sub-Collector)	Liberty Road	Viking Way	New Road "M"	Sidewalks; Resurface
Local Access (reclass as Commercial Sub-Collector)	Bernt Road	SR 307	Little Valley Road	Non-motorized improvements*; Resurface
Local Access (reclass as Neighborhood Sub-Collector)	Johnson Road	SR 305	Sunrise Ridge extension	Sidewalks; Resurface; Bike lanes
Local Access – Residential Access	Hamilton Court	Jensen Way	1 <sup>st</sup> Avenue	Pavement restoration, sidewalks, drainage
Commercial Sub-collector	Little Valley Road	Forest Rock Lane	UGA Boundary	Sidewalks; Resurface
Sidewalks*	4 <sup>th</sup> Avenue	Iverson Street	Hostmark Street	Removal and reconstruction
Sidewalks*	Lincoln Road	Hostmark	SR-305	Removal and reconstruction
Sidewalks*	3 <sup>rd</sup> Avenue	Iverson	Hostmark	Sidewalk one side; Bike lane; Resurface
Non-motorized Project*	Liberty	American	Nelson Park	Trail

Road Classification	Name	From	To	Improvement Needed
	Bay Waterfront Trail	Legion Park		

Source: Table 15- 2006 Poulsbo Transportation Plan Update; revised and updated 2012 annual comprehensive plan amendment

\* Funding for sidewalks will be from the City’s pedestrian improvement fund; non-motorized projects funding through state and federal grants, other agency participation, and developer agreement.

(Note: Not shown are other segments that were found to be potentially deficient by 2025, but the forecast growth cannot be reasonably served by expansion of existing facilities. These are identified in Table CFP-8 as travel demand management strategies. This is discussed further in the following section.)

Most of the road segment improvements consist of adding turn lanes, median lanes, sidewalks, and bicycle lanes. Some roads will also require reconstruction of obsolete pavement. A significant emphasis is placed on completion of sidewalks to satisfy the proposed segment-based LOS policy. Without sidewalk improvements on many streets, the additional traffic impacts caused by new developments would create unsafe conditions for pedestrians. The City’s design standards require sidewalks on all roads. The segment-based LOS policy enforces the requirement to add sidewalks on older rural roads as a condition for carrying the increased volumes due to urban growth.

Table CFP-6 shows the new roadway segments that are recommended for consideration by 2025. All projects shown in this table have been designated for funding by developments since they serve the purpose of providing access to and through undeveloped land. Locations of new roadways and roadway improvements are shown in Figure TR-2, located in the Transportation Chapter in Section 1 of the Comprehensive Plan.

**Table CFP-6 2025 Required New Roadway Segments**

Road Classification	Name	From	To
Commercial Access	New Road “Z”	Forest Rock Lane	10 <sup>th</sup> Avenue
Neighborhood Sub-Collector	Forest Rock Extension	Caldart Avenue	Pugh
Residential Sub-Collector	Mesford Extension	Gilmax Lane	Caldart
Neighborhood Sub-Collector	New Road “W”	Baywatch Court	Johnson Road
Neighborhood Sub-Collector	New Road “X”	Johnson Road	Noll Road
Residential Collector	Sunrise Ridge Extension	Existing End	Johnson Road
Collector Arterial	Olhava E Street	Existing End	Urdahl
Collector Arterial	New Road “M”	Finn Hill Road	Viking Way
Neighborhood Sub-Collector	New Road “N”	Rhododendron	Urdahl
Neighborhood Sub-Collector	New Road “K”	New Road “M”	West UGA boundary

<b>Road Classification</b>	<b>Name</b>	<b>From</b>	<b>To</b>
Commercial Sub-Collector	Vetter Road Extension	Vetter Road (existing)	SR 305
Residential Sub-Collector	12 <sup>th</sup> Avenue	Existing End	Genes Lane
Residential Sub-Collector	New Road "L"	Viking Avenue @ Liberty Shores	New Road "M"
Residential Sub-Collector	Laurie Vei Extension	Laurie Vei Loop	Caldart
Residential Sub-Collector	12 <sup>th</sup> Avenue	Existing End	Lincoln
Residential Sub-Collector	Langaunet/ Maranatha	Mesford	Lincoln
Residential Sub-Collector	New Road "Q"	Langaunet	Noll Road (E-W)
Residential Sub-Collector	New Road "R"	Noll Road @ Mesford	Hostmark Street
Residential Sub-Collector	New Road "S"	Noll Road @ Soccer Fields	New Road "R"
Residential Sub-Collector	New Road "Y"	New Road "S"	New Road "T"
Residential Sub-Collector	New Road "T"	Noll Road @ Thistle Ct.	Noll Road @ Heron Pond Ln.
Residential Sub-Collector	New Road "U"	Bjorn Street	New Road "T"

Source: Table 15- 2006 Poulsbo Transportation Plan Update + City of Poulsbo Engineering Department

Table CFP-7 shows the improvements to existing intersections that are recommended for consideration by 2025. Intersection improvements are of two general types: signalization or geometric changes. Each intersection will require improvements to operate satisfactorily in the 20-year future, but a traffic signal is not always the right tool. For several locations, other choices should be evaluated, such as roundabouts, four-way stops, or reconfiguration of street connections.

**Table CFP-7 Required Intersection Improvement Projects**

<b>Location</b>	<b>Improvement Needed</b>
Finn Hill at Rude and Urdahl	Intersection Control/Signal
Finn Hill at SR 3 Southbound Ramp*	Signal, Through Lanes
Hostmark at 8 <sup>th</sup> Avenue	Intersection Control/Turn Lanes
Lincoln at Noll Road	Roundabout
Lincoln at 10 <sup>th</sup> Avenue	Signal
SR 307 at Bernt Road	Channelization
Vetter Extension at SR 305	Channelization
Hostmark at Caldart	Channelization
Lincoln at Pugh	Signal, Channelization
Finn Hill at Rasmussen Court	Signal, Channelization
Finn Hill at New Road "M"	Signal, Channelization
Viking Way at Stendahl Court Extension	Signal, Channelization

Source: Table 17 – 2006 Poulsbo Transportation Plan Update+ City of Poulsbo Engineering Department; revised and updated 2012 annual comprehensive plan amendment

\* Funding for the Finn Hill/SR3 signal will be in conjunction with WSDOT.

Analyses completed in the 2006 Poulsbo Transportation Plan Update indicate that with these 2025 Transportation Facilities Improvements implemented in a timely manner, the transportation facilities in all but the Old Poulsbo Subarea will be able to accommodate the forecasted 2025 demand and meet desired transportation service standards.

**Apply Transportation Demand Management Strategies**

In those situations where it is not physically possible, economically viable, or socially desirable to meet forecast growth by adding new capacity (e.g., new lanes) in the same location where the demand appears, an alternative strategy may be to divert the forecast traffic growth to other possibilities elsewhere.

Collectively, such strategies are described as Transportation Demand Management. The concept is to reduce the demand instead of increasing the supply. Some common examples of TDM are:

- Speed humps, bumps, chicanes, and other traffic calming devices to discourage through traffic;
- All-way stop controls to favor local turning movements over through movements;
- Signal timing strategies that favor certain movements over others;
- Increased transit operations to provide an alternative to automobile travel;
- Support for carpooling and vanpooling to reduce commute trips by automobile;
- Provision of continuous high-quality pedestrian and bicycle networks through the affected area; and
- Provision of increased capacity and better continuity on alternative routes.

The roadway segments shown in Table CFP-8 are also expected to have transportation deficiencies by 2025, but it appears unfeasible to widen those locations to provide more capacity. TDM strategies are the desired approach to address the expected transportation deficiencies. The roadway segments are identified, acknowledging that TDM strategies impact traffic patterns for a larger vicinity. The City’s approach is to apply TDM strategies to a geographic area and monitor results.

**Table CFP-8 2025 Segments for Transportation Demand Management**

Classification	Street
<b>Upper Eastside Poulsbo</b>	
Neighborhood Collector	Caldart Avenue
Neighborhood Collector	Mesford Road
Neighborhood Collector	Pugh Road
Neighborhood Collector	Forest Rock Lane
<b>7<sup>th</sup>/10<sup>th</sup> Avenue Corridor</b>	
Minor Arterial	Lincoln at 8 <sup>th</sup> Avenue/Iverson Street
Commercial Collector	Liberty at 7 <sup>th</sup> and 10 <sup>th</sup> Avenue
Commercial Sub-collector (reclass as Collector)	10 <sup>th</sup> Avenue at Forest Rock Lane
<b>Downtown Core</b>	
Minor	Front Street

Commercial Sub-Collector	Jensen Avenue
Collector Arterial	Iverson Street
<b>North Front Street</b>	
Minor	Front Street
Neighborhood Sub-Collector	Torval Canyon
Neighborhood Sub-Collector	4 <sup>th</sup> Avenue
<b>Finn Hill</b>	
Minor	Finn Hill Road
Minor	Lindvig Road
<b>Transit Improvements</b>	
Park and Ride	Noll Road
Park and Ride	Viking Avenue

*Source: Table 18 – 2006 Poulsbo Transportation Plan Update; revised and updated 2012 annual comprehensive plan amendment*

In 2008, the City initiated development of a Traffic Demand Management Study, lead by David Evans and Associates and a citizen review committee. The Study is intended to develop a systematic approach to Travel Demand Management and Transportation System Management techniques and strategies for Poulsbo. A primary goal of the Study is to address the areas in the Old Poulsbo Subarea and the other streets where the LOS cannot be mitigated through increase in capacity. Phase I of the measures recommended by the Traffic Demand Management Study was implemented in 2009 and continue to be monitored.

**Relax Transportation Service Standards**

An acceptable balance of transportation facilities and travel demand will be achieved in 2025 by improving facilities and implementing travel demand management strategies. It should not be necessary to relax the City’s transportation service standards in the 20-year planning period when these improvements and strategies are implemented.

**Capital Facilities Plan & Six-year Transportation Improvement Program Coordination**

The Capital Facilities Plan Transportation section contains all major capacity, maintenance and safety improvements that have been identified as necessary to maintain Level of Service standards and preserve existing transportation infrastructure in the 2025 planning horizon. As additional projects are identified, or projects are completed, the Capital Facilities Plan Transportation section will be updated through the regular Comprehensive Plan amendment process.

The projects listed on the City’s annual Six-year Transportation Improvement Program (TIP) are derived from the project lists (Tables CFP-5, CFP-6, CFP-7 and CFP-8) in the Capital Facilities Plan Transportation section. All projects that are potentially eligible for Federal transportation funding and most sources of funding from Washington State must be included on the Six-year TIP that is submitted to the Washington State Department of Transportation each year. The City’s Capital Improvement Program (CIP) contains those

projects from the TIP for which funding has been secured or is anticipated with reasonable assurance.

Pavement restoration projects are not listed individually in the Capital Facilities Plan, but are kept on lists maintained by the Public Works Department and reviewed annually during the 6-year TIP and annual budget process. Similarly, minor street maintenance and restoration projects, as well as minor bicycle facilities installation and pedestrian improvements not connected to a larger plan of improvement or development, are not included in the Capital Facilities Plan if construction costs are generally less than \$100,000, and will be programmed through the 6-year TIP and annual budget process.

### ***Transportation Facilities Funding Strategy***

Funding for the 2025 Transportation Facilities improvements will be through a combination of public and private financing. Primary funding sources include the City’s budget, federal and state grants, other state and local agency assistance, property tax revenue, developer impact fees and developer improvements.

Combined, Table CFP-5 “2025 Required Transportation Improvement Projects” and Table CFP-7 “Required Intersection Improvement Projects”, represent an estimated \$20 million of transportation improvements to the City’s roadways and intersections.

Preliminary roadway segment costs were determined by applying planning level unit costs for required lineal feet of improvements. Specific unit costs for sidewalks, turn lanes, bike lanes, roadway widening and new roadways were developed and applied to the lengths of various improvements required. Preliminary intersection costs were determined by applying planning level unit costs for various intersection improvements. Specific unit costs for signalization, roundabout construction, rechannelization, realignment, and two-way and all-way stop-control were developed and applied to the various intersection locations.

The City anticipates contributing \$10 million through taxes, grants and City revenues over the 2025 planning period for the improvements identified in Tables CFP-5 and CFP-7.

**Table CFP-9 Transportation Projects Public Funding Sources**

<b>Funding Sources</b>	<b>Approximate Funding Available</b>
State/Federal Grants	\$4,500,000
Legislative Grants	\$500,000
Other agency assistance	\$500,000
Engineer Share of Fund 101	\$1,000,000
Banked property tax revenue	\$3,000,000
Gas tax	\$500,000
<b>TOTAL</b>	<b>\$10,000,000</b>

*Source: City of Pouslbo Engineering and Finance Departments*

The additional funding need is approximately \$10 million to implement the improvements needed for 2025 as identified in Tables CFP-5 and CFP-7. The remaining \$10 million will be provided by developer contributions in the form of impact fees.

In October 2011, the City adopted an ordinance authorizing transportation impact fees imposed on new development. The ordinance was accompanied by a technical document that provided the required analysis to support the imposition of the impact fee. The resulting impact fee was derived to fund the remaining \$10 million.

Funding for transportation improvements will come also from private funding through improvements paid for by developers. Frontage improvements on City streets will be required for all new development, and therefore are not identified in the facility improvement tables. Projects identified in Table CFP-6 “2025 Required New Roadway Segments”, which are estimated at \$44 million, are necessary due to new residential development in the underdeveloped areas of the City, and therefore will be improved by private developers at the time of project construction, as well.

Funding for the TDM projects, as identified in Table CFP-8, will be paid for by the City, other agency assistance, and grants; further, some select TDM projects will benefit from impact fees contributions.

### **Summary**

The City of Poulsbo must provide public funding for anticipated road improvements. Funding from the City Budget must be included in the variety of funding sources already identified. The City allocates 36% of annual property taxes collected into its street fund and 5% for street capital projects. In addition, the City has issued general obligation bonds in the past to support transportation capital projects, and it may need to consider doing so again in the future. It is vital that the process is established to review, prioritize and fund the City’s capital projects through the 6-year TIP, and that the City Capital Facilities Committee and City Council continue to review annually the revenue identified for transportation capital improvements. If funding shortfall occurs, the options identified in Policy TR-7.3 in the Comprehensive Plan’s Section 1 Policy Document must be evaluated. It is therefore in the City’s best interest to be vigilant in its review and application of all available transportation facilities funding sources.

## **12.10 Parks System**

The City of Poulsbo Parks Program provides quality recreation opportunities, programs, facilities, parks and open space to the greater Poulsbo citizens. The City has a 2006 Parks, Recreation and Open Space Plan adopted to provide policy, acquisition and program guidance for the City’s Parks Program. This Plan is included in Appendix B-5, and is adopted in whole. The Urban Paths of Poulsbo Plan (UPP) includes goals, policies, implementation and financing strategies for non-motorized connections throughout the city. The UPP Plan is included in Appendix B-6 and is adopted in whole.

The City of Poulsbo owns 17 parks ranging in size from .84 of an acre to 21 acres. The types of parks have been defined into four categories, in part by their size, but also by its intended service area:

- Neighborhood Parks are the parks that serve as the recreational and social focus of a neighborhood within the city. They are developed for both passive and active recreation. The service radius is under ½ mile, and is usually home to a combination of playground equipment, picnicking and non-organized activity areas. Poulsbo has seven neighborhood parks totaling 13.76 acres. They are:
  - Net Shed Park (.84 acre)
  - Lions Park (1.2 acres)
  - Forest Rock Hills Park (3.1 acres)
  - Betty Iverson Kiwanis Park (2.4 acres)
  - Austurbruin Park (2 acres)
  - Oyster Plant Park (.22 acre)
  - Nelson Park (4 acres)
  
- Community Parks are larger in size and serve a broader purpose and population than neighborhood parks. They are developed for both passive and active recreation. These parks may typically include athletic fields, sports courts, trails, playgrounds, open space and picnicking facilities. The service radius is larger – usually ½ to 3 miles. Poulsbo has two community parks totaling 28.44 acres. They are:
  - Frank Raab Park (21 acres)
  - College MarketPlace Area (5.92 acres)
  - Poulsbo Recreation Center (1.52 acres)
  
- Regional Parks are the largest park designation because people will come from many miles to enjoy the park. These parks are often along waterways, and may be in the center of the economic or tourist areas in a city. Poulsbo has two such parks totaling 14.38 acres. They are:
  - American Legion Park (12.88 acres)
  - Muriel Iverson Williams Waterfront Park (1.5 acres)
  
- Natural/Open Space parks are natural lands set aside for preservation of significant natural resources, open space and areas for aesthetics and buffering. These parks are often characterized by sensitive areas, and may include wetlands, slopes, significant natural vegetation or shorelines. Poulsbo has six parks with the natural/open space designation totaling 55.82 acres. They are:
  - Myreboe Wilderness Park (11.56 acres)
  - Indian Hills Park (20 acres)
  - Poulsbo’s Fish Park (20.79 acres)
  - Centennial Park (2.4 acres)
  - Nelson Park (7 acres)
  - Hattaland Park (1.5 acres)

- The Urban Paths of Poulsbo Plan and maps serve as the 20-year vision for trail acquisition and development. The UPP Plan is included as Appendix B-6 of the Comprehensive Plan. Figure PRO-3 maps the 20-year vision for trails in the City, as identified in the plan. The goal of the UPP Plan is to develop a hybrid system of on-street facilities, off-street links, and shared-use paths to create a continuous and complete network for pedestrians and bicyclists. Off-street trails are built in parks, along roads or in old road rights-of-way. Most of these trails do not connect, but by adding sidewalks and right-of-ways, a walker can get from one place to another. Connectivity of Poulsbo parks is a priority and a major goal of the City. Poulsbo has 9 trails totaling 3.75 miles.

### **2025 Park System Facility Improvements based on LOS**

The City of Poulsbo’s planned Park Level of Service is the result of a review of various standards from sources such as the National Recreation and Parks Association, as well as input from the public and the Poulsbo Parks and Recreation Commission. When comparing the current park acreage with the acreage anticipated necessary for the City’s 2025 population, the results provide the City with its park acquisition and development priorities. It proves a useful tool when programming projects into the Parks 6-year Capital Improvement Program.

The projected future population of the City of Poulsbo is 14,808 at the year 2025. Table CFP-10 identifies the City’s park needs utilizing its planned level of service on park type.

The City has established a planned overall park system level of service (PLOS) of 13.73 acres per 1,000 population. Level of service standards have also been identified for the City’s park types and trails, and are identified in Table CFP-10. The City is planning to maintain the 2010 existing level of service (ELOS) for the planning horizon citywide, but have made adjustments to the park type planned level of service standards to support acquisition and development priorities. The Planned Level of Service standards identified in Table CFP-10 are the City’s desired standards and take precedent over the standards identified in the 2006 park functional plan.

**Table CFP-10 2025 Project Park Needs based on LOS**

<b>Park Type</b>	<b>2010 Existing Acres</b>	<b>2010 Existing Level of Service (ELOS)</b>	<b>2025 Planned Level of Service (PLOS)</b>	<b>2025 Acreage Need based on PLOS**</b>	<b>Actual 2025 Park Acreage Needs***</b>
Neighborhood Park	13.76	1.54 acre/1,000 pop.	2 acre/1,000 pop.	29.61	15.85 acres
Community Park	28.44	3.19 acre	3.5 acre	51.82	23.38 acres
Regional Park	14.38	1.61 acre	1.5 acre	22.21	7.83 acres
Open Space Park	63.25	7.1 acre	6 acre	88.86	25.61 acres

Trails	3.75 miles or 2.73 acres*	.42 mile or .3 acres	1 mile or .73 acre	14.81 miles or 10.81 acres	11.06 miles or 8.08 acres
TOTAL	122.56 acres	13.74 acres/1,000 population	13.73 acres/1,000 population	203.31 acres	80.75 acres

\* Trail miles are converted into acreage by assuming a 6' wide trail x 1 mile = .73 acre

\*\* City's 2025 population of 14,808 was used to calculate total 2025 acreage needed.

\*\*\* Actual 2025 acreage needs calculated by subtracting 2010 existing acres from 2025 acreage need based on PLOS.

## ***2025 Park System Acquisition and Improvements***

The City has identified several specific needs for the growth of its park system. These are based upon the above Level of Service analysis. Common themes running through the list of projects is a desire to increase ownership and access along Liberty Bay and Dogfish Creek, as well as the expressed need for expanded park, open space and trail facilities citywide, and an interest in sharing responsibility for cooperative use facilities to provide needed recreational programming. Figure PRO-2 in Section 1 maps each of the City's 2025 Park Improvements. The number in each of the following project descriptions refers to the legend on Figure PRO-2. Figure PRO-3 in Section 1 maps the 2025 Urban Paths of Poulsbo trails vision.

### **Park Land Acquisition**

#### **Parcels near County Road 59**

Acquisition of four contiguous parcels totaling 3.86 acres adjacent to County Road 59, could expand the existing shoreline trail located at the county road right-of-way, and provide a new West Poulsbo neighborhood park. This project is identified as number 1 on Figure PRO-2.

#### **Centennial Park Expansion**

Acquisition of the Public Works' two sites plus three small residential pieces will add approximately 3.89 acres to Centennial Park. In addition to restoration activities and park land expansion, the acquisition of these sites will assist with storm water issues in the area. This project is identified as number 2 on Figure PRO-2.

#### **Additional land adjacent to Fish Park**

The City wishes to acquire additional parcels as they become available along Dogfish Creek and its estuary for the purpose of habitat restoration and salmon rearing. Partnerships with the Suquamish Tribe and various organizations and non-profits will help benefit this project. The Holm property (3.77 acres) has been identified as a key property adjacent to Fish Park for the City to acquire. This project is identified as number 3 on Figure PRO-2.

### **West Poulsbo**

Future residential development expected in the western city limits would benefit from a new Neighborhood Park. No specific parcel has been identified for this park. This project is identified as number 7 on Figure PRO-2.

### **East Poulsbo**

Future residential development expected in the eastern city limits would benefit from a new Neighborhood Park. The park should be at least 2 acres to 5 acres in size. No specific parcel has been identified for this park. This project is identified as number 4 on Figure PRO-2.

### **Hamilton Field**

This 2.2 acre parcel is located on Hamilton Court and is currently owned by the North Kitsap Pee Wees Association. If acquired, the field could provide a lighted soccer/football field which includes a clubhouse/storage building on the premises. A partnership ownership opportunity may exist for this property. Access, parking and drainage issues will need to be addressed to make this a viable community asset. This property would be classified as a Community Park. This project is identified as number 5 on Figure PRO-2.

### **East Liberty Bay Shoreline Property**

Acquisition of parcels located along Fjord Drive, for a community or neighborhood park, and access to beach areas and trail connections. This project is identified as number 6 on Figure PRO-2.

### **Johnson Creek Wildlife Corridor**

Acquisition of undeveloped parcels of land along the Johnson Creek corridor and within the city limits. This project would acquire properties as they become available or easements for future trail connections along the corridor. This project is identified as number 8 on Figure PRO-2.

### **Shoreline property north Front Street**

Acquisition of .69 acres of steep shoreline property just south of Liberty Bay Auto could add to the Liberty Bay trail. This project is identified as number 9 on Figure PRO-2.

### **Vista Park**

Acquisition of undeveloped tracts, easements, and/or parcels of land along the ridge in College Market Place (across from Home Depot and along Market Place NW), in order to take advantage of surrounding views and enhance pedestrian access.

## **Park Land Development**

### **Poulsbo Fish Park Development**

Continue to develop Poulsbo Fish Park, including public access trails, interpretive areas, restoration of the estuary, and wildlife viewing areas. An environmental education learning center may be appropriate at this park. This project is identified as number 10 on Figure PRO-2.

### **College MarketPlace Athletic Fields**

This project recognizes that the City is deficient in the number of ball fields it owns (none), and that the development of additional athletic fields is necessary. The plan for this project is the development of two multi-use fields and parking on the 5.92-acre site. This project is identified as number 11 on Figure PRO-2.

### **Centennial Park Development**

This project is to restore, renovate and protect the natural resources existing on and around this 2.5 acre piece of parkland on the South Fork of Dogfish Creek, while also providing public access opportunities. The scope of this project will provide public access including trails, a creek overlook, two pedestrian bridges, restoration and habitat improvements around the creek, tree and habitat plantings, limited demonstration gardens, benches and picnic tables. This project is identified as number 12 on Figure PRO-2.

### **Nelson Park Phase 2**

Nelson Park encompasses over 11 acres in West Poulsbo. This waterfront property was purchased in 1997 and includes four parcels along the Liberty Bay shoreline. A master plan was developed in 1998. In 2004, phase 1 development of about four acres included a restroom and picnic shelter, playground, parking and some trails. Phase 2 would include trails throughout the property. This project is identified as number 13 on Figure PRO-2.

### **Indian Hills Recreation Area**

This 20-acre parcel is planned to be developed as a passive park. This project is identified as number 14 on Figure PRO-2.

### **Net Shed Park**

This park is currently a vista setting of Liberty Bay with picnicking facilities. Plans call to plan and develop this park to include beach access and trails.

### **Hattaland Park**

This 2.5 acre open space park is mostly undeveloped, but plans call to add low-impact activities such as trails, picnicking and views of the creek and wetlands.

### **Vista Park**

Development of trails and benches intended to enhance pedestrian access along the ridge at College Market Place (across from Home Depot and adjacent to Market Place NW), and to take advantage of views from the commercial complex.

### **Morrow Manor**

Development of a 1 acre park donated to the City, utilizing existing trees and fauna. Plans call for sitting benches, playground equipment and shared use path.

## **Recreation Development**

### **Poulsbo Recreation Center**

This project consists of a multi-purpose building which would ideally include two full size gyms with hardwood floors, fitness room, classrooms, and two meeting rooms. This building could serve as a new regional recreation center. Acquisition of new property or incorporating the project onto property already owned by the City or another public entity is desirable. This project could be done as a partnership with North Kitsap School District, Kitsap County, and/or the Public Facilities District. This project is identified as number 15 on Figure PRO-2.

### **North Kitsap Regional Events Center**

The NK Regional Event Center is a partnership between the City, Kitsap County, the Public Facilities District, and North Kitsap School District. The NK school campus in Poulsbo has been identified as the site of a recreation master plan. The partnership project includes field improvements, theater renovation, and the development of a Special Events/Recreation Center. This project is identified as number 16 on Figure PRO-2.

## **Trail Acquisition and Development**

The Urban Paths of Poulsbo, adopted as Appendix B-6 of the Comprehensive Plan, serves as the 2025 vision for non-motorized trail acquisition and development within the city. Figure PRO-3 maps the network of trails and non-motorized connections that make up the Urban Paths of Poulsbo Plan vision. The UPP Plan also includes a detailed implementation table. Trails acquisition and development projects will be prioritized during the annual 6-year CIP process.

## ***Park Facilities Funding Strategy***

The funding for park projects comes from a variety of means – City budget park reserves, park impact fees, federal and state grants, and in kind donations - usually through the contribution of community groups' labor and donated materials. Park projects that are placed on the 6-year CIP have received a funding commitment, usually through a combination of grant funding, city park reserves or impact fees, and in-kind donation.

The following is a summary of the variety of funding sources available to implement the Park System's 2025 list of projects:

### **City Park Funding**

The Parks and Recreation Department has two primary sources of funding from the City budget. The first fund contains the mitigation fees that the City has collected from developers. The second, the Park Reserve fund, amounts to 5% of annual property taxes. In addition, the City Council can approve the use of ¼ of one-percent real estate excise tax for any park capital improvement project.

### **Impact Fees**

The City has collected mitigation fees for park facilities through the authority of the State Environmental Policy Act (SEPA) for nearly 20 years. In October 2011, the Poulsbo

City Council voted to approve an ordinance imposing park impact fees on new development under the Growth Management Act (GMA) as authorized by RCW 82.02, consistent with identified level of service standards. This impact fee will ensure that new development pays its proportionate share of the cost of park, open space and recreation facilities within the city.

### **Grants**

There are a number of state agencies that provide a variety of grant programs to eligible application sponsors for outdoor recreation and conservation purposes. The amount of money available for grants statewide varies from year to year and most funding sources require that monies be used for specific purposes. Grants awarded to state and local agencies are on a highly competitive basis, with agencies generally required to provide matching funds for any project proposal. In the past, Poulsbo has been very successful in receiving state and federal grants for the acquisition and development of many of its parklands.

### **Conservation Futures**

Kitsap County instituted a levy in 1991 that established the Conservations Futures Fund, setting aside property taxes to purchase and annually maintain open space. The \$4 million fund was augmented by another \$3 million bond in 1999. A ranking process to determine which properties should be purchased follows periodic requests for property nominations. Nominated properties are ranked according to their open space value and given higher ranking for outside financial support and partial donations. This program, which deals with willing sellers, is a potential source of funding for the purchase and long-term maintenance of open space in Poulsbo.

### **Conservation Easements**

A conservation easement is placed on property when a landowner agrees to severely restrict or exclude its development in perpetuity. Conservation easements are an attractive alternative to fee-simple purchase because the land is protected from adverse development without a large outlay of public money.

### **Donations**

Occasionally, landowners who wish to preserve their property donate their land to local government or a land trust with clear instructions on its future use. Owners can also donate part or the purchase price of a piece of property they sell to the City, effectively lowering the buyer's costs.

### **Partnerships**

Through interlocal agreements, interagency cooperation, civic organization, non-profit, and other types of partnerships, the City has been very successful in providing and developing city parkland. The cost of planning, development of a site, or creating recreational programs can be accomplished through partnerships. Under state law, local service organizations and associations can supply plans, provide improvements to parks, install equipment, or provide maintenance services. These can come from individuals, organizations or businesses, and the donors benefit from tax deductions and publicity.

### **Voter Approved Bond**

Voter-approved general obligation bonds can be generated from acquisition or development of parks, and are typically repaid through an annual “excess” property tax levy through the maturity period of the bonds, normally 15 to 20 years. Broad consensus support is needed for passage, as a 60% “yes” vote is required. A validation requirement also exists wherein the total number of votes cast must be at least 40% of the number of votes in the preceding general election.

### **Metropolitan Park District**

A discussion throughout the community regarding the formation of a Metropolitan Park District (MPD) for Poulsbo and North Kitsap has been occurring in varying degrees of support and interest over many years. This is because many citizens who use and enjoy the City Parks and Recreation programs do not live within the city limits. A Metropolitan Park District is defined in RCW 35.61.010 as “A MPD may be created for the management, control, improvement, maintenance, and acquisition of parks, parkways, boulevards, and recreational facilities. A metropolitan park district may include territory location in portions or all of one or more cities or counties, or one or more cities or counties, when created or enlarged as provided by this chapter.” Funding through the a MPD could provide a more stable funding structure and source for parks and recreation programs and facilities.

## **12.11 Police Service**

The City of Poulsbo provides police service within the city limits. The major responsibilities of the Police Department are law enforcement, maintenance of order, crime investigation and prevention, traffic control, marine enforcement, process and service of civil papers for the courts, service of criminal warrants, and other emergency services.

### ***Current Personnel/Equipment***

The Poulsbo Police Department consists of nineteen commissioned police officers and three civilian clerks. The Poulsbo Police Department field operations combine the traditional police services of uniformed patrol officers and investigative follow-up. This includes the Patrol Division, Investigations Division, Field Training Officer Programs, School Resource Officer, Marine Officers, Citizen Volunteer, and Reserve Officer Division.

In 2007, the City initiated a process study of the Police Department and it was recommended that the City add a Deputy Chief and Police Clerk to the Department. By adding the Deputy Chief, the current Administrative Sergeant would be able to provide more services to the patrol officers in the field. Also the additional Police Clerk would be able to input the officers’ data and reports allowing the officers to be out in the community.

The department is also supported by an active and professional force of reserve officers, who provide hundreds of volunteer hours of patrol time to the city each year. Many of the City’s special community events could not be safely policed without the assistance of these citizen volunteers. The Police Department is also assisted by a group of citizen

volunteers, who patrol the city, enforce parking violations, make vacation checks for residents who are away from home, and assist with traffic control and parking at special events.

The department’s administrative support performs records management, communications, property/evidence, background, fingerprinting, alarms, data entry, accounts payable/receivable, customer service and court/citation records keeping. The Police Department is supported by twelve police vehicles and one police motorboat.

**Department Services/Activities**

The Poulsbo Police Department’s greatest challenges at this time are traffic problems and issues related to growth. The City has grown in the past decade, with the transportation system challenged to keep up. This often results in congested roads and commuters looking for faster routes to get around the city. Often this results in cut-throughs in residential neighborhoods. As the City continues to grow, the size of the community to patrol increases, calls for service and demands are placed on the Police Department.

Some of the services and activities performed by the Poulsbo Police Department are summarized below in Table CFP-11:

**Table CFP-11 Poulsbo Police Department Activities**

<b>Type of Activity</b>	<b>2005</b>	<b>2006</b>	<b>2007</b>	<b>2008</b>
Case Reports	1,586	1,998	2,090	1,783
Citations Issued	2,162	2,167	2,325	985
Calls for Service	11,229	13,374	12,942	12,234
Motor Vehicle Accidents	211	175	271	235
DUI	58	110	72	71
Vehicle Lockouts	25	11	15	20
Vacation House Checks	909	1,034	1,049	847
Handicap Parking Citations	177	231	250	250

*Source: City of Poulsbo Finance Department*

**Detention and Correction**

The City of Poulsbo contracts with Kitsap County to provide incarceration services. Kitsap County has a 472 bed correction facility, 48 bed work release facility, and a 23 bed juvenile facility. All three of these facilities are located in Port Orchard, Washington.

**Level of Service Analysis**

The Police Department’s Level of Service is associated with police protection, operations, special operations, and support services. The service standard is to have facilities and equipment sufficient to meet the demand for police services. As the City continues to grow – residentially and commercially – the demands on increased calls for service on the Police Department, grows. Increased patrols and officers may be

necessary in the future as these demands continue. The Police Department facilities are discussed under the Government Facilities section.

### **Capital Facilities Needs**

At this time, replacement and maintenance of the City's police patrol equipment are the only identified capital expenditures. The replacement of police capital equipment is established through the City's Capital Acquisition Fund, which provides the funding for replacement of equipment.

## **12.12 Solid Waste**

State law (RCW 70.95.010) requires counties to plan an integrated solid waste management system that emphasizes waste reduction and recycling. Management of solid waste that cannot be recycled or managed alternatively can be incinerated, placed in a landfill, or a combination of the two.

Kitsap County Public Works' Solid Waste Division is the lead planning agency for solid waste management in Kitsap County. The Comprehensive Solid Waste Management Plan specifies the management actions that will be taken over a detailed 6-year and general 20-year time period. The plan is developed with participation with the County's cities, tribes, and the Navy, as well as the County's solid waste advisory committee.

Components of an integrated solid waste management program include:

- System planning, administration and enforcement;
- Collection, transfer and disposal of solid waste;
- Collection and processing of recyclables; and
- Moderate risk waste transfer and collection programs.

The City of Poulsbo provides collection, transfer and disposal of solid waste and recyclables within the city limits. The City's Public Works Department is responsible for system planning and administration of the City's solid waste program, and coordinates and cooperates with Kitsap County in the county-wide system planning and administration through the Comprehensive Solid Waste Management Plan. The Kitsap County Health District is responsible for enforcement; Kitsap County is responsible for Moderate Risk Waste transfer and collection programs.

### **Current Services/Facilities**

The City of Poulsbo provides both residential and commercial solid waste collection and disposal services to approximately 2,238 residential and commercial utility customers within the city limits. Residential services include the weekly pickup of containers ranging in size from 10 gallon to 32 gallon. Commercial services include all sizes of containers together with dumpsters ranging in size from two yard to eight yards. For units greater than eight yards in volume, customers are referred to Bainbridge Disposal for disposal services.

Solid waste is collected on a weekly basis in the residential areas of the community and on a more frequent basis in the commercial areas of the City subject to the property or business owner’s disposal requirements.

Solid waste is transported and disposed of at the Olympic View Transfer Station located in South Kitsap, adjacent to the Port of Bremerton Industrial Park. Table CFP-12 depicts the amount of solid waste delivered to the Olympic View Transfer Station in recent years.

**Table CFP-12 Poulsbo Solid Waste Delivered to Olympic View Transfer Station**

	2004	2005	2006	2007	2008
Tons of Solid Waste Delivered to OVTS	5,181	5,200	5,690	5,557	5,082

*Source: 2008 Poulsbo Final Budget Document + City of Poulsbo Public Works*

The City anticipates the amount of solid waste delivered to the Olympic View Transfer Station will continue to rise, as the City’s residential customer base grows. Olympic View Transfer Station serves as the disposal system for all jurisdictions in Kitsap County. Waste Management operates the OVTS through a contract with Kitsap County. The County entered into a 20-year contract with Waste Management to send the solid waste collected at OVTS to a landfill managed by Waste Management. This landfill has capacity up to 100 years, plus additional acreage that could be permitted to increase capacity beyond that time. Kitsap County is the lead agency in planning and coordinating for future solid waste capacity needs. The City participates in disposal capacity planning by participating in the County’s Consolidated Solid Waste Management Plan.

**Recycling**

The *Waste Not Washington Act of 1989* mandated that each local jurisdiction developed recycling services. In 1991, the City established its recycling program. The fee for recycling is included in the customer’s monthly service charge rate.

Recycling services include bi-weekly curbside collection of residential recyclables, cardboard, and yard waste. The recycling program also includes a regional recycling center. To assist those residents in the surrounding unincorporated community, and for expanded service for city residents, the Kitsap County Solid Waste Division developed the Poulsbo Recycle Center. The drop-off recycling center is located on Viking Avenue, north of SR 305, and serves city and county residents. The recycling center provides a drop point for the disposal of newspapers, aluminum, tin cans, plastic, and some household hazardous waste, such as oil and batteries.

**Level of Service**

**Solid Waste Collection**

The City of Poulsbo has established a Level of Service to provide curbside collection of solid waste refuse once a week to all city residents who wish to receive such service.

**Recycling**

All incorporated cities in Kitsap County are considered “Level 1” service areas, and must provide curbside collection of residential recyclables for all single-family dwellings and multi-family complexes. This LOS was established by Kitsap County Ordinance No. 157-1993.

### **2025 Solid Waste Facilities Needs**

At this time, construction of a transfer station is the only identified capital expenditures. The City’s solid waste utility users fees from monthly service charges support the utility’s expenditures. At this time, the solid waste transfer station has been included in the City’s 6-year capital improvement program.

## **12.13 Government Facilities**

The City of Poulsbo’s government facilities include government administrative offices, maintenance facilities, municipal courtrooms, police station, and recreation center.

### **Existing Facilities/Buildings**

#### **City Hall**

The existing City Hall is located at 200 NE Moe Street in downtown Poulsbo. The structure is three floors and includes an under-building parking garage. City Hall houses the Executive, Finance, Clerk, Planning and Building, Public Works administration, Engineering, and Police departments. The building includes several conference rooms, record storage, a courtroom, and the City Council chambers.

#### **Public Works**

The existing Public Works equipment bays, shops and some administrative space are located on 1.7 acres on 8<sup>th</sup> Avenue and Iverson Road. The existing facilities consist of one World War II surplus Quanset Hut, with an addition on the south end for offices; an 800 square foot administrative office space; and two outbuildings for storage and shops. The majority of the Public Works equipment is stored outside, exposed to the elements, shortening the life of the equipment and vehicles. Some administrative/utility files are stored in unheated, damp areas.

The Public Works complex is no longer able to meet the needs and demands of the City’s public works operations, maintenance and administrative functions.

#### **Police Station**

The Police Department is housed within the City Hall building, located at 200 NE Moe Street. Within City Hall, the Police Department houses officers, administrative staff, a locker room, evidence storage, impound area, and support spaces for the City’s policing functions. Current operations are 7 days per week, on call 24 hours a day with 3 daily shifts.

#### **Poulsbo Recreation Center**

The existing Poulsbo Recreation Center is located at 19540 Front Street. The Poulsbo Parks and Recreation Department occupies and operates its recreation program on the first floor of the Center, utilizing approximately 7,500 square feet. The current Recreation Center houses a preschool, fitness room, weight room, racquetball courts, and one meeting room, as well as the administrative offices for the Parks and Recreation Department staff. Recreation classes, fitness classes, preschool, and other programming utilize the Recreation Center's spaces at various hours and days throughout the week. The City leases portions of the building not currently needed for the Parks and Recreation Department.

### **2025 Government Building Facilities Needs**

In 2001, the City of Poulsbo commissioned the architectural and planning firm of Merritt+Pardini for the purpose of providing a space needs analysis for twenty years of growth, and the feasibility of developing a new city hall and police department facilities.

The Merritt+Pardini Space Program was developed using input from staff surveys and discussions with staff and department managers. Eight departments were evaluated: Executive, City Clerk, Finance, Planning and Building, Engineering, Municipal Court and District Court, Police and Parks and Recreation.

The sizing of offices, storage and meeting spaces are based on comparable facilities in the region, and square footage amounts were determined from conceptual configuration sketches that were developed in conjunction with City staff. Once the "net" areas were determined for each space type, they were subtotaled and multiplied by an efficiency factor to arrive at a total "gross" area. The circulation factors account for such areas as hallways, mechanical space, wall thickness, etc. and they vary between building type. For this calculation, Merritt+Pardini used 30% efficiency and grossing factors.

The space programming and square footage amounts were further refined in 2005, when the City commissioned the architectural firm BLRB, to prepare a feasibility study for a new municipal campus. Further, these square footage amounts were confirmed in 2008 by the architectural firm Lewis Architects, which the City hired to design a new city hall downtown.

### **City Hall**

The two primary objectives for a new City Hall were to provide expanded facilities to accommodate a projected increase in staff; and to centralize departments in one location to improve the efficiency of staff operations and the delivery of services to the public. This provides the opportunity to improve departmental adjacencies and the sharing of spaces, such as public lobby and counters, copier/work counters, conference rooms, storage areas, and libraries.

One grouping of departments that desire close adjacencies to each other are the Executive, City Clerk and Finance departments; the second is Planning, Building, Engineering and Public Works administration. The departments are grouped around a central public lobby, each department with its own public counter. This arrangement facilitates a "one-stop" permit center that streamlines access to City services.

**Table CFP-13 City Hall Departmental Space Needs**

<b>Department</b>	<b>Square Feet</b>
Executive	324
City Clerk	4,442
Finance	2,236
Human Resources/IT	1,820
Planning/Building	4,520
Public Works/Engineering	3,316
Municipal and District Court	3,797
Common Support Facilities	8,871
<b>TOTAL for new City Hall</b>	<b>29,326 sq feet</b>

*Source: Municipal Campus Master Plan Merritt+Pardini 2001  
Municipal Campus Feasibility Study BLRB 2005*

In 2000, the City purchased a 2.5 acre site, located at 7<sup>th</sup> Avenue NE and NE Iverson Way as the location of a new municipal campus. Environmental constraints and protection (South Fork of Dogfish Creek bisects this parcel) precluded the ability to locate a majority of City functions on this site. The City Council ultimately decided to pursue a new location and preserve this parcel as an urban park. This location will be improved as the City's Centennial Park.

In 2006, the City purchased an approximate 8 acre parcel on 10<sup>th</sup> Avenue for the location of a new municipal campus. Preliminary site design and architectural renderings set forth a phased development plan which would include a new approximate 29,000 square foot City Hall, approximate 11,000 square foot new Police Station, and approximate 10,000 square foot new Poulsbo Recreation Center. Environmental constraints and protection (two wetlands are located on the parcel) diminished the ability to locate the recreation center on this site. In addition, during the application process for the new city hall and police station, public displeasure on the proposed location was expressed to the City Council, to the point where the Council decided to allow for a public vote on the location. The question put forth for a public vote was whether a new City Hall should remain within the City's Downtown Commercial Core, or be located elsewhere in the City (such as at the 10<sup>th</sup> Avenue parcel). On the November 2006 ballot, the majority of Poulsbo citizens who voted choose to retain City Hall's location downtown.

In early 2007, the City initiated a public request to property owners and developers to submit proposals for sites and conceptual designs for a new city hall located in downtown Poulsbo. A number of designs and locations were submitted to the City for consideration. In November 2007, the City Council chose to proceed with a new city hall located at Moe and 3<sup>rd</sup> Street. A request for proposals from architecture firms was made in late November 2007, with Lewis Architects chosen as the City's lead firm in the design of a new city hall.

Site plans and building and space designs were developed in 2008; land use was completed, and the groundbreaking ceremony was held on September 9, 2008.

Preliminary site work was completed at the end of December 2008. Construction began Spring 2009. City staff moved into the completed building in late 2010. Improvements were made to allow the Police Department to locate within City Hall and the Police moved to City Hall in late 2011.

### **Public Works**

In 1998, the City commissioned a Public Works Facility study to evaluate alternatives of moving to a new location, or expanding and improving the existing location. At that time, the library was undergoing expansion and the Iverson Street extension alignment was beginning its design. The City Council evaluated alternatives, and agreed that the Public Works operations and maintenance should be moved to a new location, and the Public Works office and administration services should join with a new City Hall building, when a new City Hall was to be constructed.

The 1998 Public Works Facility study identified that a 10 acre site would most likely be necessary to house the vehicle maintenance shops and equipment storage bays. The study also identified approximately 21,000 square feet of building or bays would be necessary to accommodate the needs of Public Works operations and maintenance.

Since 1998, the City pursued the possibility of joint location with Kitsap County North Road Shop and Kitsap Transit's North vehicle storage facility all to be located at a new location. No formal agreements or joint purchases were made, however. The City also investigated the option of relocating onto one of the City's well/water storage tank sites, however, zoning and environmental concerns and wellhead protection precluded this option.

The City would like to relocate the operations and maintenance functions of Public Works to a new, larger, and more suitable location. In 2008, the City purchased a 4.3 acre site in north Poulsbo along Viking Avenue. It is intended that a new Public Works operation, maintenance and storage facilities would be constructed at this location. This project has been programmed in the City's 6-year CIP, with non-voted general obligation revenue bonds as the primary funding source.

### **Poulsbo Recreation Center**

The 2005 BLRB Municipal Campus Feasibility Study evaluated and programmed space needs for a new Poulsbo Recreation/Community Center. A 10,374 square foot building was identified to adequately provide for administration, the need for fitness areas and educational and preschool classrooms.

The City would like to acquire or construct a new Poulsbo Recreation Center. The City as identified possible options for a Poulsbo Recreation Center: 1) enhance the current recreation center; 2) coordinate with the North Kitsap Regional Event Center partners and approved master plan to potentially place a recreation facility near North Kitsap High School; 3) utilize the City's public works property that is contiguous to Centennial Park, once public works is relocated; or 4) another site not identified at this time.

## **Government Buildings Funding Strategy**

In 2005, the City initiated \$5.1 million in general obligation funds to purchase a site for a new city hall, perform civil site work and architectural design. These funds were used to purchase the 10<sup>th</sup> Avenue site and the initial architectural design. However, as the new city hall is located in downtown Poulsbo, the remaining funds from this bond have been used for construction at the downtown location, and the 10<sup>th</sup> Avenue property has been sold.

The primary funding source for the new city hall is non-voted general obligation bonds. Real estate excise taxes, sale of property and city reserves have also contributed to the funding on the new city hall project.

In fall of 2008, the City received a two-step upgrade to an AA rating from Standards and Poors, for the intended city hall general obligation bond issue. The financial program includes bonding for \$9.5 million, which will be issued at a time when availability and interest rates are reasonable. The financial program also includes the sale of three properties – the initial 10<sup>th</sup> Avenue site, the Klingel property, and the old City Hall site.

Funding for design and construction of a new Public Works complex on the recently purchased site will be through general obligation revenue bonds. It has been programmed that each of the city utilities will contribute revenues towards the payment of these revenue bonds.

Government building costs are included in the City's 6-year Capital Improvement Program, Table CFP-4.

## **12.14 Fire and Emergency Services**

The Poulsbo Fire Department (Fire District 18) provides fire and emergency services for the City of Poulsbo. The Department covers an estimated 50 square miles (3 square miles within incorporated City of Poulsbo limits and 47 miles of unincorporated County), and encompasses an estimated 2008 population of 25,112. District No. 18 extends north of Poulsbo city limits to Port Gamble, west to Bangor Naval Base/Clear Creek Road, and south to Mountain View Road. The eastern boundary is approximately 3 miles east of Poulsbo city limits. The Fire Department has four fire stations.

### **Current Equipment/Personnel**

Poulsbo Fire Department current equipment includes:

- 5 Fire Engines,
- 2 Water Tenders,
- 6 Ambulances
- 2 4x4 Rescue Units,
- 4 Staff Vehicles
- 8 Command units

The Department's staff includes 48 paid positions (38 are paid first responders), and 20-25 volunteers.

### **Level of Service Analysis**

Two methods generally used in determining level of service for fire districts are fire units per capita and response time. Since many districts operate using a level of service (LOS) tied to response time, it is included in this discussion; however, for capital facility forecasting, the per capita method provides a more quantifiable LOS that can be easily related to cost.

#### **Fire Units per Capita**

Determination of an LOS using the fire units per capita method is calculated by dividing the number of fire units operated in a district by the district's population. Multiplying the established LOS by future population projections is a proven method for reasonably predicting growth-related fire and emergency service capital facilities requirements.

This method only uses fire/emergency units (e.g. fire engines, water tenders, and medic units). Although personnel is an integral component of the operation of any fire district, personnel is not considered a capital facility item under the requirements of GMA.

#### **Response Time**

Response time is defined as the amount of time that elapses between the initial call for assistance and arrival of the first emergency unit on site. A five-minute response time in urban areas is a level of service goal that the Poulsbo Fire Department tries to meet.

Planning for fire protection and medical facilities that use this method is often tied to a geographic distribution of stations and the equipment housed at each facility. Stations should be located within a five-mile radius of each other to provide blanket coverage. With this method, a population increase does not have as direct an effect on fire protection facility needs as it would on other types of capital facilities, such as water systems or schools. Population increases will more directly affect the number of emergency calls that a district receives, which in turn affects the number of personnel and amount of equipment needed to maintain an adequate response time.

The Poulsbo Fire Department utilizes the fire units per capita level of service standard to plan for its future capital facility needs.

### **Projected Capital Facility Needs**

Table CFP-15 show the Poulsbo Fire Department's current and projected Level of Service, comparing current fire units per 1,000 population. The LOS analysis shows that the Poulsbo Fire Department has adequate fire units to serve its service area population during the six-year capital improvement period.

#### **Table CFP-15 Poulsbo Fire Department Projected Level of Service - 0.54 Fire Units per 1,000 population**

Time Period	Service Area Population	Fire units @ .00054 per capita	Fire units available	New Reserve or Deficiency
2008 actual	25,112	14	15	+1
2009-2014 projected growth	2,465	1	15	-1
<b>2014 Total</b>	<b>27,577</b>	<b>15</b>	<b>15</b>	<b>0</b>

Source: Kitsap County Capital Facility Plan Fire Projection + Poulsbo Fire Department

### **Project Costs and Funding Strategy**

The Poulsbo's Fire Department LOS of .54 fire units in service per 1,000 population will not require any additional fire or emergency units through the year 2014. The Poulsbo Fire Department has a 6-year non-capacity Capital Improvement Plan, which is depicted in Table CFP-16. Revenue from the Fire District Tax Levy is anticipated to cover the projected capital expenses. No new stations are planned.

**Table CFP-16 Poulsbo Fire Department Capital Improvement Plan**

Project	2009	2010	2011	2012	2013	2014
Minor Capital Expenditures	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000
Medic Unit Replacement	\$200,000					\$200,000
Medic Unit Refurbishment		\$90,000		\$90,000		
Fire Engine Replacement			\$475,000			
Fire Engine Refurbishment		\$100,000		\$100,000		
<b>Projected Fire District Tax Levy Revenue</b>						
Fire District Tax Levy	\$250,000	\$240,000	\$525,000	\$240,000	\$50,000	\$250,000
	<b>2009</b>	<b>2010</b>	<b>2011</b>	<b>2012</b>	<b>2013</b>	<b>2014</b>
Total Costs	\$250,000	\$240,000	\$525,000	\$240,000	\$50,000	\$250,000
Total Revenues	\$250,000	\$240,000	\$525,000	\$240,000	\$50,000	\$250,000
Balance	0	0	0	0	0	0

Source: Kitsap County Capital Facility Plan Fire Protection + Poulsbo Fire Department

## **12.15 Library**

The City of Poulsbo is annexed into the Kitsap Regional Library District. The Poulsbo Library was built by, and is maintained, by the City. The Kitsap Regional Library (KRL) provides books, furnishings, equipment, and staffing. The Poulsbo Library is located within the city limits at 700 NE Lincoln Road.

In 1998, a Library Capital Facilities District was formed. This District includes properties located within the city limits as well as surrounding unincorporated areas that

also use and benefit from the Poulsbo Library. The voters in this Capital Facilities District approved a \$1.6 million dollar levy to expand the library. An interlocal agreement was approved between Kitsap County and the City. Kitsap County issued and is responsible for the debt. The City managed the construction project. Construction of the library expansion was completed in early 2001.

The Poulsbo Library is a 13,558 square feet building. The Library includes a finished basement that is available for public and community meetings. The basement meeting room is used by many community organizations, and it serves as a convenient meeting room for public agency use as well.

The Poulsbo Library is served well by its community. A Friends of the Library volunteer group serves to support the KRL and Poulsbo branch, and the City's volunteer Library Board, which in consultation with KRL, serves to offer recommendations and provide input to the City Council on the library building itself.

### ***Library Service***

Kitsap Regional Library provides the library services and staffing for the Poulsbo Library, as one of nine libraries located in Kitsap County that they operate. All library cardholders are able to take advantage of the many services the KRL provides. At the Poulsbo branch classes, computer/internet access, young children story times, and book clubs are a few of the services offered. The Poulsbo Library is open 54 hours per week.

### ***Capital Facility Needs and Funding Strategy***

The failure of the 2007 library levy lid lift resulted in the reduction of \$2.1 million from its budget. In order to balance the budget, the KRL reduced its hours of operations to 44 hours per week system wide.

The City, as maintainer of the Poulsbo Library building, had identified one capital facility expenditure - replacing the carpet in the Library community meeting room (basement) - which was completed in 2008. No further capital facility improvements have been programmed into the City's 6-year CIP.

Funding for any future library capital improvements will be through the City's General Purpose Capital Improvement Fund.

## **12.16 Schools**

The North Kitsap School District provides public education for the City of Poulsbo. The school district includes all of North Kitsap, bordered by Hood Canal to the west, and Puget Sound to the north and east.

The North Kitsap School District has a Capital Facility Plan, which identifies and directs the District's capital improvements for the six-year and twenty-year planning period. The District recently updated its CFP in early 2009.

## **Current Service Area and Capacity**

The North Kitsap School District (NKSD) is the third largest school district in Kitsap County. It serves approximately 6,700 students within its 110 square miles. The District's twelve schools include seven elementary schools, two middle schools, two four-year high schools and one alternative high school. NKSD employees a staff of 860 employees; 425 are teachers with 67.5% of them having a master's degree or higher.

The district uses the following grade level configurations: K-5 in elementary schools; 6-8 in the districts two middle schools, and 9-12 housed in two senior high schools. CFP Table -17 lists North Kitsap Schools and their enrollment capacity:

**Table CFP-17 North Kitsap School District 2008 Enrollment Capacity**

<b>School</b>	<b>2008 Enrollment Capacity</b>
<b>Elementary Schools (K-5)</b>	
Breidablik	342
Gordon	335
Pearson	281
Poulsbo (located within city limits)	353
Suquamish	389
Vinland (located within city limits)	407
Wolfe	317
<b>Junior High Schools (6-8)</b>	
Kingston	780
Poulsbo (located within city limits)	632
<b>Senior High Schools (9-12)</b>	
North Kitsap (located within city limits)	1,078
Kingston	719
Sprectum Alternative Learning Center	65

*Source: Draft 2009 NKSD Capital Facilities Plan*

## **Level of Service**

For capacity planning purposes, the North Kitsap School District has established a Level of Service goal of 18 students per classroom for grades kindergarten through fourth grade; 24 students per classroom for grades fifth through eight grade; 26 students per classroom for high school classrooms; 11 students per self-contained special education class; and 30 students per physical education at the high school level.

## **Projected Student Enrollment**

North Kitsap School District has developed a model to forecast enrollment. The model makes predictions out to 2029 using Office of Financial Management (OFM) forecasting assumptions of population and residential units to project enrollment growth. These forecasting assumptions are consistent with the population growth allocations for the

Poulsbo Urban Growth Area, and other population allocations within the NK district area. The modeling assumptions are identified in the NKSD's draft 2009 Capital Facility Plan.

Based on the NKSD model, student enrollment is projected to increase by 392 students at the elementary school level, increase 40 students at the middle school level and to decrease by 351 students at the high school level between 2008 and the 2014-2015 school year. Projected student enrollment by grade span based on the District's model is provided in Table CFP-18.

**Table CFP-18 Projected School Enrollment by Grade Span NKSD 2009-2014**

Grade Span	2008	2009	2010	2011	2012	2013	2014	Actual Change
Elementary (K-5)	2,870	2,892	2,931	3,054	3,128	3,220	3,262	392
Middle School (6-8)	1,522	1,501	1,481	1,466	1,492	1,502	1,562	40
High School (9-12)	2,357	2,148	2,069	2,041	2,033	2,023	2,006	(351)
Total	6,749	6,581	6,480	6,561	6,652	6,745	6,831	82

Source: Draft 2009 NKSD Capital Facilities Plan

The District's 2029 enrollment projections are used when determining its long-range facility plans. A summarized projected enrollment by grade span for 2029 is provided in Table CFP-19:

**Table CFP-19 Projected School Enrollment 2029**

Grade Span	2029 Projected Student Enrollment
Elementary (K-5)	4,256
Middle School (6-8)	2,168
High School (9-12)	2,723
District Total (K-12)	9,137

Source: Draft 2009 NKSD Capital Facilities Plan

### **Projected Capital Facility Needs**

The North Kitsap School District will need to meet the educational needs of the projected school enrollment through a combination of existing and new facilities.

Projected excesses or deficiencies in student enrollment capacity is derived by subtracting the projected student enrollment for each year within the forecast period from the existing 2008 facility capacity. It is projected that by the end of 2015, additional classroom capacity will be required at the elementary school level. Based on existing facility capacity and the conservative enrollment forecasts, it is projected that 832 elementary school students will be unhoused by year 2015. Unhoused is defined as students attending classes in portable classrooms or in classrooms where class size exceed the identified level of service. At the end of this same period, 150 middle school and 161 high school students will be unhoused.

NKSD has identified a set of construction projects to address the need for additional capacity:

1. Construct new elementary school classrooms, including acquisition of temporary housing to meet enrollment needs through 2015.
2. To ensure long-term capacity, sites for two new elementary schools and new middle school should be sought.
3. Based on the enrollment projections, it is likely the District will need to build two new elementary schools and a third middle school to meet anticipated student capacity requirements for the year 2029. In addition, the District will need to construct high school additions.

**NKSD 6-year Capital Improvement Program**

Two capital facilities improvement projects are planned for the six-year planning period: 1) Purchase/Relocate Portables. The temporary provision of facilities to house students at the elementary and middle school grade levels will require relocation of existing portables, renovation of existing portables, and the acquisition and installation of new portables through the District. The projected student population at the elementary schools in 2015 could be met by 10 double-classroom portables, and 2 double-classroom portables could be sufficient for middle school enrollment. 2) The increased enrollment will require acquire additional bus capacity.

**Table CFP-20 NKSD Six-Year Capital Improvement Program**

<b>Project</b>	<b>2009-2015</b>	<b>Funding Source</b>
Purchase/Relocate Portables 12@ \$225,000	\$2,700,000	Impact Fees, Bonds
New School Busses	\$514,250	Impact Fees, Bonds
<b>Total</b>		<b>\$3,214,250</b>

Source: Draft 2009 NKSD Capital Facility Plan

The NKSD anticipates seeking sites for new elementary schools and middle school in the near future. Preliminary land cost of approximately \$120,000 per acre in urban growth area(s) has been identified for budget planning purposes. The District’s average size for an elementary school is 14 acres and 22 acres for a middle school site. While no specific sites have been identified or programmed in the 6-year CIP for purchase, site acquisition is planned to occur within the long-range planning period.

**School Facilities Funding Strategy**

Funding of school facilities is secured from a number of sources, the primary source as voter-approved bonds. Other sources include State matching funds and developer impact (or mitigation) fees.

### **General Obligation Bonds**

Bonds are typically used to fund construction of new schools and other capital improvement projects. A 60% voter approval is required to pass a bond. Bonds are then retired through the collection of property taxes.

The NKSD has an assessed valuation of \$7.2 billion. The bond limit for all outstanding bonds is 5% of assessed value, or \$3.6 million. The District has a current bond capacity of \$2.9 million.

### **State Match Funds**

State Match Funds come from the Common School Construction Fund. Bonds are sold on behalf of the fund then retired from revenues accruing predominantly from the sale of renewable resources (i.e. timber) from State school lands set aside by the Enabling Act of 1889. If these sources are insufficient to meet needs, the Legislature can appropriate funds or the State Board of Education can ration project funding on a priority basis.

School Districts may qualify for State matching funds for specific capital projects based on an eligibility system. Eligible projects are prioritized for allocation of available funding resources based on prioritized categories.

State match funds are available to help districts with the construction costs for enrollment and modernization related school construction projects, but cannot be used for site acquisition, the purchase of portables or for normal building maintenance. Often school districts must front fund a project with local funds, even if qualified for State matching funds, with the State's share of the project funding as a reimbursement payment to the District.

### **New Development Impact Fees/Mitigation Fees**

Authority for local jurisdictions to condition new development on the mitigation of the school impacts is provided for under the State Subdivision Act Chapter 58.17 RCW; the State Environmental Policy Act (SEPA) Chapter 43.21C RCW, and the Growth Management Act, Chapter 36.70A RCW.

*Subdivision Act Mitigation.* RCW 58.17.110 requires that the permitting jurisdiction find that proposed plats adequately provide for schools and school grounds. The proposed development must provide land sufficient to ensure that such facilities are provided for proposed new students.

*SEPA Mitigation.* SEPA provides that local jurisdictions may conditional approval of a new development to mitigate specific adverse environmental impacts which are identified in SEPA environmental documents.

*GMA Mitigation.* The Growth Management Act has specifically identified schools as a facility in which impact fees can be assessed on new growth development projects. Enacting a school impact fee would ensure that new development pays its proportionate share of the cost of school facilities that are reasonably related to new development.