



# EZRA JACK KEATS FOUNDATION MINI-GRANTS



Warrenton Community Library - Public Library  
160 South Main  
Warrenton, OR 97146

Laura H. Lattig  
Children's Services Librarian  
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## Organization

### Location and Population:

Warrenton Community Library serves a small Oregon coastal population of 5,300. The education level is slightly lower than the Oregon average. The number of children is ten percent higher than the closest town, Astoria, and the Latino community comprises about ten percent of our population. Historically, people depended on fishing and logging for their livelihoods. Our forests and fisheries have been depleted over the past 100 years and this has caused a large economic shift. Our rich array of wildlife has been quickly losing habitat to retail and industrial development. Protecting our fish and wildlife has become a vital concern.

**Previous EJK Mini-Grant?** no

## Program

**Program Name:** Creating Coastal Community

**New Program:** yes

**Areas of learning addressed by program:** Ecology and Environmental Stewardship

### Program Phases:

**1: Preparation and Organization** Keats focuses on the world that we can see right from our doorsteps. Relationships are the foundation of his work. Our community's relationship to the environment is being tested by loss of our wildlife habitat. Children can see elk foraging for food in their yards. Our project will emphasize our relationships to community and environment. Working with our local schools we will recruit participants and student assistants. We will involve our Wildlife Center develop a community presentation on environmental challenges for local wildlife. Our Audubon Society and Master Gardeners will guide us in learning about bird and butterfly habitats.

**2: Activities** Our children and their parents will have an opportunity to learn how to support our displaced wildlife and birds in a presentation from the Wildlife Center of the North Coast (WCNC). In partnership with our local birders, we will host a bird feeding station workshop. Children will build bird feeding stations for home and the library grounds. Finally, we will work with the Master Gardeners to create a habitat on the library grounds, including the bird feeders we have built, with a garden of plants that attract butterflies and hummingbirds. Weekly story times will focus on project themes.

**3: Culmination/Outcome** Working together, our children and their families will learn ways in which they can support the creatures living just beyond their doorsteps. Our project will foster awareness in our children who will become the stewards of our rare and fragile environment. The area designated for the bird feeding station and garden habitat is located outside of a bank of window in the children's area. They will be able to look directly at the visiting birds and butterflies. This project will be ongoing as we all work together to tend our garden and feeding station year round.

### Program Activities:

Our first activity, the NCWR wildlife presentation, will be held in our library. Children, parents, teachers and librarians will participate in the interactive presentation with live rescued birds and small mammals, followed by a discussion of ways in which we can all support and protect

under the guidance of Audubon volunteers. Librarians, teachers and high school interns will assist the children in building their feeding stations. The feeders will be built out of wood and sheet metal. Preschool and grade school children, ages 3-11 will participate. Children of all ages will be invited to take part in creating the butterfly and hummingbird garden with our Oregon State Extension Service Master Gardeners. High school interns, library volunteers, parents and community partners will be working with our children in designing, planting and tending the garden throughout the years. Like Keat's writing, our projects reflect the importance of relationships. Through working together, we hope that our children and their families will develop relationships in which they will support one another and the natural world around them.

**Are you working with a collaborator?** yes

**About the collaborator:** Warrenton Grade and Middle School, Warrenton High School, Warrenton School Library, Oregon State University Extension Office Master Gardeners Program, Wildlife Center of th North Coast, Audobon Society North Coast Chapter

**If not funded?** no

## Structure & Budget

**Participating students:** 20

**Age Range:** 3-17

**Number of educators/adults:** 6

**Length of each session:** 1-1.5 hours

**Number of sessions:** 5

**Session frequency:** weekly

**How many:** 20

## Materials

	<b>Material</b>	<b># Needed</b>	<b>Cost Per</b>	<b>Material Subtotal</b>
1	Bird Feeder Components	16	\$8.00	\$128.00
2	Bird Feeder Hangers (for library)	2	\$15.00	\$30.00
3	Bird Seed and Suet	3	\$10.00	\$30.00
4	Hummingbird Feeders	2	\$10.00	\$20.00
5	Large Water Trough Planter	1	\$99.00	\$99.00
6	Garden Soil	1	\$60.00	\$60.00
7	Native Plants	8	\$12.00	\$96.00
8	Peterson's Field Guide to western Birds	2	\$10.00	\$20.00
9	Peterson's Field Guide to Western Butterflies	2	\$8.00	\$16.00

Total: \$499.00

## AGREEMENT

Exclusive? **Laura Lattig** | Final Report? **Laura Lattig** | Permission? **Laura Lattig** | Belong to Organization? **Laura Lattig**

7-B



**Finance Department  
Agenda Memorandum**

To: The Honorable Mayor and Members of the Warrenton City Commission

Date: June 25, 2019

**Regarding: Adoption of the 2020-2025 Capital Improvement Program**

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**SUMMARY:**

Staff prepares, reviews, updates, and then presents the City of Warrenton Capital Improvement Program annually to the City Commission. The document presented is for the six years ending June 30, 2025. The commission reviewed the document, in a work session, on April 16, 2019. No other changes were made to capital expenditures by the budget committee.

The document can be viewed and/or printed from our website at [ci.warrenton.or.us/finance/page/capital-improvement-program](http://ci.warrenton.or.us/finance/page/capital-improvement-program)

**RECOMMENDATION:**

Move to adopt the *2020-2025 Capital Improvement Program* as presented.

**ALTERNATIVE:**

Other action as deemed appropriate.

**FISCAL IMPACT:**

This is a financial planning tool. Adoption of this document will facilitate the completion of important infrastructure improvements and equipment purchases to ensure efficient delivery of quality services.

Approved by City Manager:

A handwritten signature in blue ink, which appears to read "Linda Eghelston", is written over a horizontal line.

All supporting documentation, i.e., maps, exhibits, etc., must be attached to this memorandum.



# Capital Improvement Program 2020-2025



April 16, 2019  
April 19, 2019  
May 9, 2019  
June 25, 2019

*Commission Review (Work Session)  
Revised and Updated  
Distribute to Budget Committee  
Submit to Commission for Adoption*



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## **2020-25 CAPITAL IMPROVEMENTS PROGRAM**

A Capital Improvement Program (CIP) is a financial planning tool to help the community direct scarce resources to high priority projects. Through planning, the City will be able to complete projects to improve the quality of life in Warrenton and have the resources to acquire necessary equipment to ensure efficient delivery of services.

Capital improvements are assets that include planned purchases of equipment as well as construction projects for facilities and utility systems. Examples of equipment include the purchase of vehicles, major tools, police cars, copiers, backhoes, dump trucks and bucket trucks.

Capital construction projects include new facilities, remodeling or enlargement of existing facilities, expansion or capacity improvements to utility systems and major system improvements. Maintenance projects, such as the overlay of a street, painting a building or replacing a broken pipe, are not considered capital improvements.

Capital assets are defined by the government as assets with an initial, individual cost of more than \$5,000 and an estimated useful life beyond a single financial reporting period. However, all land that is purchased, regardless of cost, is considered a capital item.

The CIP is a document meant to be revised and updated each year. After each completed year, a new year is added. Only money budgeted in the annual budget is approved for spending for items contained in the CIP.

## **2020-25 CAPITAL IMPROVEMENTS PROGRAM SUMMARY**

The next page contains a summary of all projects. Projects within the CIP are expressed in current dollars and are not adjusted for inflation. Projects contained in future years are not necessarily expected to have precise cost estimates, but reflect a general idea of cost. Costs will be revised as a project moves closer to implementation.

On the right hand side of the Summary is a column "secure funding". If the secure funding column is marked yes (Y), it means there is reasonable certainty money will be available when the project needs to be funded. Any project requiring voter approval for funding is not considered secure. A discussion of the status of prior year projects will be found on the page following the summary.

2020 - 2025 Capital Improvement Program

Pg. #	TITLE	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	Secure Funding
<b>GENERAL FUND DEPARTMENTS</b>								
10	Fire Department Rescue Tools	65,000						Y
11	Remodel of Public Works Offices - Parks	255						Y
12	Carruthers Viewing Dock	40,000						Y
13	Carruthers Dog Park Drainage	30,000						Y
14	Carruthers Dog Park Parking	27,000						Y
15, 18, 21, 23, 24	Patrol Vehicle Replacement		114,000	116,000	120,000	120,000	124,000	N
16	Skipanon Riverfront Dog Park		30,000					N
17	Triangle Park Landscape Enhancements		15,000					N
19	Seafarer's Park Concept Plan			20,000				N
20	Trail Connection to Fort Stevens			158,400				N
22	Waterfront Trail to Enterprise				380,000			N
<b>TOTAL GENERAL FUND</b>		<b>\$ 162,255</b>	<b>\$ 159,000</b>	<b>\$ 294,400</b>	<b>\$ 500,000</b>	<b>\$ 120,000</b>	<b>\$ 124,000</b>	
<b>WATER UTILITY</b>								
27	Remodel of Public Works Offices	3,489						Y
28	SCADA Improvement at South Water Reservoir	25,000						Y
29	Hammond Water Line NW Warrenton Dr. 18-inch Waterline	1,645,000						Y
30	SW 4th Street (S Main Ave - SW Alder Ct)	58,000						Y
31	SE Anchor (Harbor - SE 3rd St) Waterline	93,000						Y
32	Water Treatment Plant Filter Replacement	1,000,000						Y
33	Ridge Road 10-inch Water Main (Pacific - KOA Campground)		250,000					N
34	Replace Raw Water Pipe Downstream from Raw Water Reservoir		993,000					N
35	SE Marlin Ave. 18" Waterline (SE 7th - E Harbor)			336,000				N
36	Replace Raw Water Pipe Upstream from Raw Water Reservoir			1,694,000				N
37	Delaura Beach 18" Waterline (S Main - Ridge Rd)				458,000			N
38	Recoat Epoxy Lining Inside Clearwell				900,000			N
<b>TOTAL WATER FUND</b>		<b>\$ 2,824,489</b>	<b>\$ 1,243,000</b>	<b>\$ 2,030,000</b>	<b>\$ 1,358,000</b>	<b>\$ -</b>	<b>\$ -</b>	
<b>SEWER UTILITY</b>								
41	Remodel of Public Works Offices	2,808						Y
42	Septage Screening	45,000						Y
43	N Main Ave and NW 7th Pl. (NW Warrenton Dr. to NE 5th St.)	125,000						Y
44	SE 2nd Street & Marlin Avenue Pump Station	320,000						Y
45	SE Marlin & 101 (Putnam) Pump Station Upgrade	425,000						Y
46	WWTP North Lagoon Dewatering Pump and Filter	160,000						Y
47, 49, 51, 53, 55, 63	Pump Station Generator Underdetermined Location	100,000	50,000	50,000	50,000	50,000	50,000	Y/N
48, 50, 52, 54, 56, 64	Pump Station Bypass Program	60,000	60,000	60,000	60,000	60,000	60,000	Y/N
57	Septage Station Equalization					100,000		N
58	4th UV Disinfection Module					30,000		N
59	Ultraviolet (UV) PLC Upgrade					60,000		N
60	Fourth (4th) SBR Basin Construction Project					4,100,000		N
61	WWTP Headworks Parallel Finescreen Project					40,000		N
62	Biosolids Removal Project					500,000		N
<b>TOTAL SEWER FUND</b>		<b>\$ 1,237,808</b>	<b>\$ 110,000</b>	<b>\$ 110,000</b>	<b>\$ 110,000</b>	<b>\$ 4,940,000</b>	<b>\$ 110,000</b>	
<b>SANITATION</b>								
67	Remodel of Public Works Offices	2,340						Y
68	SW 1st Street Recycling Center Upgrades	25,000						Y
69	Truck Washout Facility				50,000			N
<b>TOTAL SANITATION</b>		<b>\$ 27,340</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 50,000</b>	<b>\$ -</b>	<b>\$ -</b>	
<b>TOTAL ALL FUNDS THIS PAGE</b>		<b>\$ 4,251,892</b>	<b>\$ 1,512,000</b>	<b>\$ 2,434,400</b>	<b>\$ 2,018,000</b>	<b>\$ 5,060,000</b>	<b>\$ 234,000</b>	

2020 - 2025 Capital Improvement Program

Pg. #

TITLE

FISCAL YEAR 2019-20 FUNDING SOURCE SUMMARY

GENERAL FUND DEPARTMENTS		Capital Reserves	SDC	Debt GO Bond	Grants	Quincy Robinson	General Fund	Total
10	Fire Department Rescue Tools	5,624			59,376			\$ 65,000
11	Remodel of Public Works Offices - Parks	255						\$ 255
12	Carruthers Viewing Dock					40,000		\$ 40,000
13	Carruthers Dog Park Drainage					30,000		\$ 30,000
14	Carruthers Dog Park Parking					27,000		\$ 27,000
								\$ -
<i>Funding Source Totals</i>		\$ 5,879	\$ -	\$ -	\$ 59,376	\$ 97,000	\$ -	\$ 162,255

WATER UTILITY		Capital Reserve	SDC	Debt Loans	Grants	Capital Contribution	Total
27	Remodel of Public Works Offices	3,489					\$ 3,489
28	SCADA Improvement at South Water Reservoir	25,000					\$ 25,000
29	Hammond Water Line NW Warrenton Dr. 18-inch Waterline			1,645,000			\$ 1,645,000
30	SW 4th Street (S Main Ave - SW Alder Ct)	58,000					\$ 58,000
31	SE Anchor (Harbor - SE 3rd St) Waterline	93,000					\$ 93,000
32	Water Treatment Plant Filter Replacement	1,000,000					\$ 1,000,000
<i>Funding Source Totals</i>		\$ 1,179,489	\$ -	\$ 1,645,000	\$ -	\$ -	\$ 2,824,489

SEWER UTILITY		Capital Reserve	SDC	Debt Loans	Grants	Capital Contribution	Total
41	Remodel of Public Works Offices	2,808					\$ 2,808
42	Septage Screening	45,000					\$ 45,000
43	N Main Ave and NW 7th Pl. (NW Warrenton Dr. to NE 5th St.)	125,000					\$ 125,000
44	SE 2nd Street & Marlin Avenue Pump Station	320,000					\$ 320,000
45	SE Marlin & 101 (Putnam) Pump Station Upgrade	425,000					\$ 425,000
46	WWTP North Lagoon Dewatering Pump and Filler	160,000					\$ 160,000
47	Pump Station Generator Underdetermined Location	100,000					\$ 100,000
48	Pump Station Bypass Program	60,000					\$ 60,000
<i>Funding Source Totals</i>		\$ 1,237,808	\$ -	\$ -	\$ -	\$ -	\$ 1,237,808

SANITATION		Capital Reserve	SDC	Debt Loans	Grants	Capital Contribution	Total
67	Remodel of Public Works Offices	2,340					\$ 2,340
68	SW 1st Street Recycling Center Upgrades	25,000					\$ 25,000
<i>Funding Source Totals</i>		\$ 27,340	\$ -	\$ -	\$ -	\$ -	\$ 27,340

COLUMN TOTALS THIS PAGE

\$ 2,450,516 \$ - \$ 1,645,000 \$ 59,376 \$ 97,000 \$ - \$ 4,251,892



**2020 - 2025 Capital Improvement Program**

Pg. #	TITLE	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	Secure Funding
<b>STREETS</b>								
72	Remodel of Public Works Offices	255						Y
73	N Main Ave and NW 7th Pl. (NW Warrenton Dr. to NE 5th St.)	567,000						Y
74	Intersection of SW 9th St and S Main Ave	220,000						Y
75	SW 2nd Street (Elm - Gardenia)	320,000						Y
76	SW 4th Street (S Main Ave - SW Alder Ct)	218,000						Y
77	SW Alder Ave. (2nd to 1st)	325,000						Y
78	Warrenton Trails Wayfinding Signs	50,000						Y
79	Upgrade Curb and Sidewalk at Elementary School	40,000						Y
80	N Main Ave and NW 7th Pl. (NW Warrenton Dr. to NE 5th St.)		551,000					N
81	SE 2nd Street (SE Marlin - Warrenton Commercial Center)		100,000					N
82	Bicycle Parking		5,000					N
83	Community Center and City Park Crosswalks		30,000					N
84	SE 2nd St Improvement Project (Main - Skipanon River Park)			281,000				N
85	S. Main Ave & SW 14th Pl (Orchard Subdivision) Sidewalks			16,000				N
86	Enhanced Bicycle and Pedestrian Connectivity Along SW 9th St				1,160,000			N
87	Bike Lanes and Sidewalk on SE Neptune					1,400,000		N
<b>TOTAL STREET FUND</b>		<b>\$ 1,740,255</b>	<b>\$ 686,000</b>	<b>\$ 297,000</b>	<b>\$ 1,160,000</b>	<b>\$ 1,400,000</b>	<b>\$ -</b>	
<b>STORM SEWER</b>								
90	Remodel of Public Works Offices	853						Y
91	SW 4th Street (S Main Ave - SW Alder Ct)	148,000						Y
92	SW Alder Ave. (2nd to 1st)	125,000						Y
93, 94, 96, 98, 100, 102	Tide Gate Replacement Program	50,000	50,000	50,000	50,000	50,000	50,000	Y/N
95	West Hammond Work		450,000					N
97	SW Alder Ave. (3rd to 2nd)			125,000				N
99	SW Alder Ave. (1st to W Harbor)				125,000			N
101	O&M and Alder Monitoring					160,000		N
103	Upsize Storm System in Hammond Marina						494,396	N
<b>TOTAL STORM SEWER FUND</b>		<b>\$ 323,853</b>	<b>\$ 500,000</b>	<b>\$ 175,000</b>	<b>\$ 175,000</b>	<b>\$ 210,000</b>	<b>\$ 544,396</b>	
<b>PUBLIC WORKS EQUIPMENT</b>								
106, 108, 109, 112, 116, 120	One-Ton Service Truck Purchase	50,000	50,000	50,000	50,000	50,000	50,000	Y/N
107	Purchase Garbage Truck	430,000						Y
110	Forklift for Water Treatment Plant			18,000				N
111	Additional Fuel Storage Tank at Water Treatment Plant			25,000				N
113, 117, 121	Water Treatment Plant Air Compressor				35,000	35,000	35,000	N
114	John Deere Tractor for Boom Mower				150,000			N
115	Public Works Backhoe				170,000			N
118	Water Treatment Plant Lawn Mower					45,000		N
119	Purchase Garbage Truck					430,000		N
<b>TOTAL PUBLIC WORKS EQUIPMENT</b>		<b>\$ 480,000</b>	<b>\$ 50,000</b>	<b>\$ 93,000</b>	<b>\$ 405,000</b>	<b>\$ 560,000</b>	<b>\$ 85,000</b>	
<b>WARRENTON MARINA</b>								
124	Commercial Work Pier Improvements	382,175						Y
<b>TOTAL WARRENTON MARINA FUND</b>		<b>\$ 382,175</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	
<b>HAMMOND MARINA</b>								
127	Hammond Marina Dredging	840,000						Y
<b>TOTAL HAMMOND MARINA FUND</b>		<b>\$ 840,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	
<b>TANSY POINT DOCK</b>								
130	Tansy Point Anodes	168,478						Y
<b>TOTAL TANSY POINT DOCK</b>		<b>\$ 168,478</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	
<b>TOTAL ALL FUNDS THIS PAGE</b>		<b>\$ 3,934,761</b>	<b>\$ 1,236,000</b>	<b>\$ 565,000</b>	<b>\$ 1,740,000</b>	<b>\$ 2,170,000</b>	<b>\$ 629,396</b>	
<b>GRAND TOTAL ALL PAGES</b>		<b>\$ 8,186,653</b>	<b>\$ 2,748,000</b>	<b>\$ 2,999,400</b>	<b>\$ 3,758,000</b>	<b>\$ 7,230,000</b>	<b>\$ 863,396</b>	

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**2020 - 2025 Capital Improvement Program**

Pg. #	TITLE	FISCAL YEAR 2019-2020 FUNDING SOURCE SUMMARY						
<b>STREETS</b>		<i>Operations Fund</i>	<i>SDC</i>	<i>Debt Loans</i>	<i>Grants</i>	<i>Capital Contribution</i>		<i>Total</i>
72	Remodel of Public Works Offices	255						\$ 255
73	N Main Ave and NW 7th Pl. (NW Warrenton Dr. to NE 5th St.)	567,000						\$ 567,000
74	Intersection of SW 9th St and S Main Ave	220,000						\$ 220,000
75	SW 2nd Street (Elm - Gardenia)	320,000						\$ 320,000
76	SW 4th Street (S Main Ave - SW Alder Ct)	218,000						\$ 218,000
77	SW Alder Ave. (2nd to 1st)	325,000						\$ 325,000
78	Warrenton Trails Wayfinding Signs	50,000						\$ 50,000
79	Upgrade Curb and Sidewalk at Elementary School N Main Ave and NW 7th Pl. (NW Warrenton Dr. to NE 5th St.)	40,000						\$ 40,000
<i>Funding Source Totals</i>		\$ 1,740,255	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,740,255
<b>STORM SEWER</b>		<i>Operations Fund</i>	<i>SDC</i>	<i>Debt</i>	<i>Grants</i>	<i>Capital Contribution</i>		<i>Total</i>
90	Remodel of Public Works Offices	853						\$ 853
91	SW 4th Street (S Main Ave - SW Alder Ct)	148,000						\$ 148,000
92	SW Alder Ave. (2nd to 1st)	125,000						\$ 125,000
93	Tide Gate Replacement Program	50,000						\$ 50,000
<i>Funding Source Totals</i>		\$ 323,853	\$ -	\$ -	\$ -	\$ -		\$ 323,853
<b>PUBLIC WORKS EQUIPMENT</b>		<i>Parks</i>	<i>Storm Sewer</i>	<i>Water</i>	<i>Sanitation</i>	<i>Sewer</i>	<i>Streets</i>	<i>Total</i>
106	One-Ton Service Truck Purchase	1,000	1,500	21,000	6,500	15,500	4,500	\$ 50,000
107	Purchase Garbage Truck				430,000			\$ 430,000
<i>Funding Source Totals</i>		\$ 1,000	\$ 1,500	\$ 21,000	\$ 436,500	\$ 15,500	\$ 4,500	\$ 480,000
<b>WARRENTON MARINA</b>		<i>Capital Reserve</i>	<i>SDC</i>	<i>Debt</i>	<i>Grants</i>	<i>Capital Contribution</i>		<i>Total</i>
124	Commercial Work Pier Improvements	382,175						\$ 382,175
<i>Funding Source Totals</i>		\$ 382,175	\$ -	\$ -	\$ -	\$ -		\$ 382,175
<b>HAMMOND MARINA</b>		<i>Capital Reserve</i>	<i>SDC</i>	<i>Debt</i>	<i>Grants</i>	<i>Capital Contribution</i>		<i>Total</i>
127	Hammond Marina Dredging	840,000						\$ 840,000
<i>Funding Source Totals</i>		\$ 840,000	\$ -	\$ -	\$ -	\$ -		\$ 840,000
<b>TANSY POINT DOCK</b>		<i>Capital Reserve</i>	<i>SDC</i>	<i>Debt</i>	<i>Grants</i>	<i>Capital Contribution</i>		<i>Total</i>
130	Tansy Point Anodes	168,478						\$ 168,478
<i>Funding Source Totals</i>		\$ 168,478	\$ -	\$ -	\$ -	\$ -		\$ 168,478
<b>COLUMN TOTALS THIS PAGE</b>		\$ 3,455,761	\$ 1,500	\$ 21,000	\$ 436,500	\$ 15,500	\$ 4,500	\$ 3,934,761
<b>GRAND TOTAL ALL PAGES</b>							<b>8,186,653</b>	

**2018 - 2019 PROJECT STATUS**

**GENERAL FUND**

Patrol Vehicle Replacement	Two Chevrolet Tahoes were purchased in January 2019.
2018 U.S Tanker Water Tender	The Water Tender was received in December 2018.
Remodel of Public Works	All funds were used this year. Additional projects will be budgeted for next fiscal year.
Fuel Depot Spill Control	This project will not be carried forward into fiscal year 2020.
Automatic Gate at Public Works	This project will be completed by June 30, 2019.
Replace Tennis Court Fencing Fabric	This project will be completed by June 30, 2019.
Carruthers Viewing Dock	This project will be modified and carried forward to fiscal year 2020.
Carruthers Dog Park Drainage	This project will be carried forward into fiscal year 2020.
Ft. Stevens Parade Ground Water Service	This project will not be carried forward into fiscal year 2020.

**LIBRARY FUND**

Library Automation	This project was completed in April 2019
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**WATER FUND**

Remodel of Public Works Offices	All funds were used this year. Additional projects will be budgeted for next fiscal year.
Fuel Depot Spill Control	This project will not be carried forward into fiscal year 2020.
Automatic Gate at Public Works	This project will be completed by June 30, 2019.
Hammond Water Line NW Warrenton Dr. 18-inch	Work has begun, but will not be completed by the end of fiscal year 2019. Remainder of the project will be carried forward into fiscal year 2020.
SW 4th Street (S Main Ave - SW Alder Ct)	Work has begun, but will not be completed by the end of fiscal year 2019. Remainder of the project will be carried forward into fiscal year 2020.
SE Anchor (Harbor - SE 3rd St) Waterline	Work has begun, but will not be completed by the end of fiscal year 2019. Remainder of the project will be carried forward into fiscal year 2020.

**SEWER FUND**

Remodel of Public Works Offices	All funds were used this year. Additional projects will be budgeted for next fiscal year.
Fuel Depot Spill Control	This project will not be carried forward into fiscal year 2020.
Automatic Gate at Public Works	This project will be completed by June 30, 2019.
N Main Ave and NW 7th Pl. (NW Warrenton Dr. to NE 5th St.)	Work has begun, but will not be completed by the end of fiscal year 2019. Remainder of the project will be carried forward into fiscal year 2020.
SE 12th Street & Marlin Collector Line Replacement	This project will not be carried forward into fiscal year 2020.
SE 2nd Street & Marlin Avenue Pump Station	Work has begun, but will not be completed by the end of fiscal year 2019. Remainder of the project will be carried forward into fiscal year 2020.
NW Jetty Street & Pacific Avenue Pump Station Upgrade	This project will not be carried forward into fiscal year 2020.
WWTP North Lagoon Dewatering Pump and Filter	This project will be carried forward into fiscal year 2020.
Septage Station Equalization	This project will be postponed to a future year.
NW Seventh Ave. & Enterprise Pump Station Upgrade	This project will not be carried forward into fiscal year 2020.
Pump Station Generator Undetermined Locations	This project will be carried forward into fiscal year 2020.

2018 - 2019 PROJECT STATUS

**SANITATION FUND**

Remodel of Public Works Offices	All funds were used this year. Additional projects will be budgeted for next fiscal year.
Fuel Depot Spill Control	This project will not be carried forward into fiscal year 2020.
Automatic Gate at Public Works	This project will be completed by June 30, 2019.
SW 1st Street Recycling Center Upgrades	Work has begun, but will not be completed by the end of fiscal year 2019. Remainder of the project will be carried forward into fiscal year 2020.

**STREETS**

Remodel of Public Works Offices	All funds were used this year. Additional projects will be budgeted for next fiscal year.
Fuel Depot Spill Control	This project will not be carried forward into fiscal year 2020.
Automatic Gate at Public Works	This project will be completed by June 30, 2019.
N Main Ave and NW 7th Pl. (NW Warrenton Dr. to NE 5th St.)	Work has begun, but will not be completed by the end of fiscal year 2019. Remainder of the project will be carried forward into fiscal year 2020.
Intersection of SW 9th St and S Main Ave	Work has begun, but will not be completed by the end of fiscal year 2019. Remainder of the project will be carried forward into fiscal year 2020.
SW 4th Street (S Main Ave - SW Alder Ct)	Work has begun, but will not be completed by the end of fiscal year 2019. Remainder of the project will be carried forward into fiscal year 2020.
NW 13th Street & Warrenton Drive Trail & Drainage Improvements	This project will not be carried forward into fiscal year 2020.
SW 2nd Street (Elm - Gardenia)	This project will be carried forward into fiscal year 2020.

**STORM SEWER**

Remodel of Public Works Offices	All funds were used this year. Additional projects will be budgeted for next fiscal year.
Fuel Depot Spill Control	This project will not be carried forward into fiscal year 2020.
Automatic Gate at Public Works	This project will be completed by June 30, 2019.
SW 4th Street (S Main Ave - SW Alder Ct)	Work has begun, but will not be completed by the end of fiscal year 2019. Remainder of the project will be carried forward into fiscal year 2020.
Raise Levee Low Area	This project will not be carried forward into fiscal year 2020.
Tide Gate Replacement Program	This is an ongoing project to repair tidegates and will be carried forward into fiscal year 2020.

**WARRENTON MARINA**

Commercial Work Pier Improvements	This project will be carried forward to fiscal year 2020.
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**HAMMOND MARINA**

Hammond Marina Bank Stabilization Project	This project will not be carried forward to fiscal year 2020, but will be revisited in future years.
Hammond Marina Dredging	This project will be carried forward to fiscal year 2020.
Hammond Marina Land Acquisition	This project is expected to be completed by the end of fiscal year 2019.

**TANSY POINT DOCK**

Anodes	No expenditures were made from funds set aside for anodes.
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***General Fund***

**CAPITAL IMPROVEMENT PROGRAM  
PROJECT DETAIL SHEET**

Project: **Fire Department Rescue Tools**  
 Project Number: 610007  
 Project Cost: \$ 65,000

Description: The Fire Department maintains a set of rescue tools or "Jaws of Life" to extricate injured people from motor vehicle crashes. This expenditure is to replace our existing set of tools (several of which were originally purchased in the late 1980s) with battery operated tools with greater capabilities for modern vehicles.

Benefits: As noted above.

Cost Calculation: Cost is estimated. A FEMA grant will cover up to \$59,376. The remaining balance will come from the equipment fund.

O & M Impact: Annual testing and maintenance cost estimated at \$500 to \$600.

<b>BUDGET</b>		
	Estimate	% of Total
Equipment	\$ 65,000	100%
<b>Total</b>	<b>\$ 65,000</b>	<b>100%</b>

<b>FUNDING SOURCES</b>		
Source	Amount	% of Total
071-495-610007	\$ 65,000	100%
<b>Total</b>	<b>\$ 65,000</b>	<b>100%</b>



<b>SCHEDULE</b>		
Fiscal Year	Amount	% of Total
2019-2020	\$ 65,000	100%
2020-2021		0%
2021-2022		0%
2022-2023		0%
2023-2024		0%
2024-2025		0%
<b>Total</b>	<b>\$ 65,000</b>	<b>100%</b>

**CAPITAL IMPROVEMENT PROGRAM  
PROJECT DETAIL SHEET**

**PROJECT:** **Remodel of Public Works Offices**

**Project Number:** 620091

**Project Cost:** \$ 10,000

**Description:** Remodel of Public Works offices; continue work on break room and warehouse

**Benefits:** Provide space for engineering, file storage, electronic equipment storage, small conference room, and additional office space area for staff.

**Cost Calculation:** Estimate

**O & M Impact:** This will be funded by a percentage across all of the Public Works divisions.

<b>BUDGET</b>		
	Estimate	% of Total
	\$ 10,000	100%
<b>Total</b>	<b>\$ 10,000</b>	<b>100%</b>

<b>FUNDING SOURCES</b>		
Source	Amount	% of Total
Parks 001-429	\$ 255	2.55%
Storm 028-430	\$ 853	8.53%
Water 029-430	\$ 3,489	34.89%
Sanitation 034-430	\$ 2,340	23.40%
Sewer 038-430	\$ 2,808	28.08%
Streets 040-431	\$ 255	2.55%
<b>Total</b>	<b>\$ 10,000</b>	<b>100%</b>



<b>SCHEDULE</b>		
Fiscal Year	Amount	% of Total
2019-20	\$ 10,000	100%
2020-21		0%
2021-22		0%
2022-23		0%
2023-24		0%
2024-25		0%
<b>Total</b>	<b>\$ 10,000</b>	<b>100%</b>



**CAPITAL IMPROVEMENT PROGRAM  
PROJECT DETAIL SHEET**

**PROJECT:** Carruthers Viewing Dock

**Project Number:** 620074

**Project Cost:** \$ 40,000

**Description:** The existing viewing dock is at the end of its life. The structure will be removed and replaced.

**Benefits:** Eliminate safety risk of old structure and put something new in its place.

**Cost Calculation:** Estimate

**O & M Impact:** Funding from Quincy Robinson fund

<b>BUDGET</b>		
	Estimate	% of Total
	\$ 40,000	100%
<b>Total</b>	<b>\$ 40,000</b>	<b>100%</b>

<b>FUNDING SOURCES</b>		
Source	Amount	% of Total
065-429-620074	\$ 40,000	100%
<b>Total</b>	<b>\$ 40,000</b>	<b>100%</b>



<b>SCHEDULE</b>		
Fiscal Year	Amount	% of Total
2019-20	\$ 40,000	100%
2020-21		0%
2021-22		0%
2022-23		0%
2023-24		0%
2024-25		0%
<b>Total</b>	<b>\$ 40,000</b>	<b>100%</b>

CAPITAL IMPROVEMENT PROGRAM  
PROJECT DETAIL SHEET

PROJECT: **Carruthers Dog Park Drainage**

Project Number: 620011

Project Cost: \$ 30,000

Description: Reconfigure park around the drainage issues. Move the small dog park upland and collect lower lying runoff and discharge into storm drainage system.

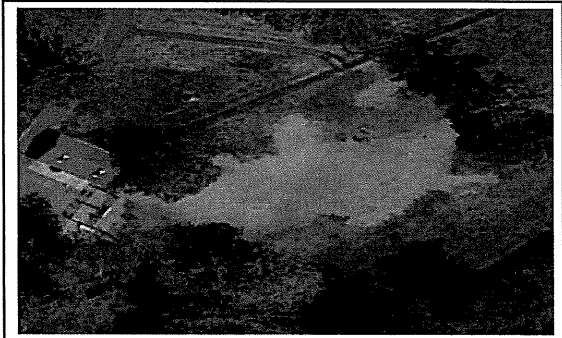
Benefits: Clean up the muddy area by improving drainage. Will reduce orders and increase aesthetics.

Cost Calculation: Estimate

O & M Impact: Funding from Quincy Robinson fund.

BUDGET		
	Estimate	% of Total
	\$ 30,000	100%
<b>Total</b>	<b>\$ 30,000</b>	<b>100%</b>

FUNDING SOURCES		
Source	Amount	% of Total
065-429 - 620011	\$ 30,000	100%
<b>Total</b>	<b>\$ 30,000</b>	<b>100%</b>



SCHEDULE		
Fiscal Year	Amount	% of Total
2019-20	\$ 30,000	100%
2020-21		0%
2021-22		0%
2022-23		0%
2023-24		0%
2024-25		0%
<b>Total</b>	<b>\$ 30,000</b>	<b>100%</b>

CAPITAL IMPROVEMENT PROGRAM  
PROJECT DETAIL SHEET

PROJECT: **Carruthers Dog Park Parking**

Project Number: 620012

Project Cost: \$ 27,000

Description: Provide additional parking for the dog park in the area of the existing small dog park.

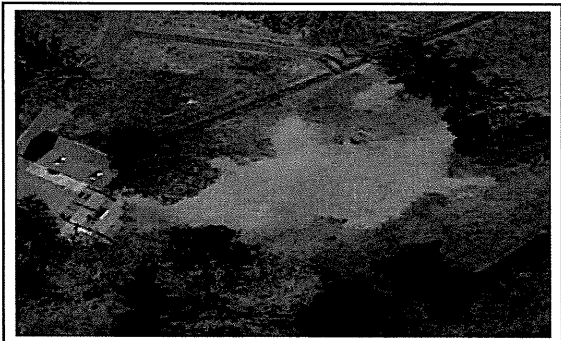
Benefits: Provide more off street parking for the highly used dog park.

Cost Calculation: Estimate

O & M Impact: Funding from Quincy Robinson fund

BUDGET		
	Estimate	% of Total
Construction	\$ 27,000	100%
<b>Total</b>	<b>\$ 27,000</b>	<b>100%</b>

FUNDING SOURCES		
Source	Amount	% of Total
065-429-620012	\$ 27,000	100%
<b>Total</b>	<b>\$ 27,000</b>	<b>100%</b>



SCHEDULE		
Fiscal Year	Amount	% of Total
2019-20	\$ 27,000	100%
2020-21		0%
2021-22		0%
2022-23		0%
2023-24		0%
2024-25		0%
<b>Total</b>	<b>\$ 27,000</b>	<b>100%</b>

**CAPITAL IMPROVEMENT PROGRAM  
PROJECT DETAIL SHEET**

Project:	<b>Patrol Vehicle Replacement</b>
Project Number:	610001
Project Cost:	\$ 114,000
Description:	This is an ongoing project to replace aged patrol cars.
Benefits:	Improve officer/equipment safety, reduce repair and maintenance costs, improve public image.
Cost Calculation:	Estimates based on informal quotes from vendors for vehicles and installation of equipment/decals from previous purchases.
O & M Impact:	Should help minimize costs as the vehicles will be new and still under warranty for three years.

<b>BUDGET</b>		
	Estimate	% of Total
2021 Patrol Vehicle	\$ 57,000	50%
2021 Patrol Vehicle	\$ 57,000	50%
<b>Total</b>	<b>\$ 114,000</b>	<b>100%</b>

<b>FUNDING SOURCES</b>		
Source	Amount	% of Total
070-495-610001	\$ 114,000	100%
<b>Total</b>	<b>\$ 114,000</b>	<b>100%</b>



<b>SCHEDULE</b>		
Fiscal Year	Amount	% of Total
2019-2020		0%
2020-2021	\$ 114,000	100%
2021-2022		0%
2022-2023		0%
2023-2024		0%
2024-2025		0%
<b>Total</b>	<b>\$ 114,000</b>	<b>100%</b>

**CAPITAL IMPROVEMENT PROGRAM  
PROJECT DETAIL SHEET**

PROJECT: **Skipanon Riverfront Dog Park**

Project Number:

Project Cost: \$ 30,000

Description: Construct new dog park at the Skipanon River Park. There may be DSL or USACOE permitting issues.

Benefits: Improve safety & usage of park.

Cost Calculation: Parks Master Plan

O & M Impact: Funding from Quincy Robinson Fund.

<b>BUDGET</b>		
	Estimate	% of Total
	\$ 30,000	100%
<b>Total</b>	<b>\$ 30,000</b>	<b>100%</b>

<b>FUNDING SOURCES</b>		
Source	Amount	% of Total
065-429	\$ 30,000	100%
<b>Total</b>	<b>\$ 30,000</b>	<b>100%</b>



<b>SCHEDULE</b>		
Fiscal Year	Amount	% of Total
2019-20		0%
2020-21	\$ 30,000	100%
2021-22		0%
2022-23		0%
2023-24		0%
2024-25		0%
<b>Total</b>	<b>\$ 30,000</b>	<b>100%</b>

**CAPITAL IMPROVEMENT PROGRAM  
PROJECT DETAIL SHEET**

PROJECT: Triangle Park Landscape Enhancements

Project Number:

Project Cost: \$ 15,000

Description: Signage, flowers, rocks and a "Welcome to Historic Hammond" sign.

Benefits: Beautification and restoration of landscape.

Cost Calculation: Parks Master Plan

O & M Impact: Funding from Quincy Robinson Fund.

<b>BUDGET</b>		
	Estimate	% of Total
	\$ 15,000	100%
<b>Total</b>	<b>\$ 15,000</b>	<b>100%</b>

<b>FUNDING SOURCES</b>		
Source	Amount	% of Total
065-429	\$ 15,000	100%
<b>Total</b>	<b>\$ 15,000</b>	<b>100%</b>



<b>SCHEDULE</b>		
Fiscal Year	Amount	% of Total
2019-20		0%
2020-21	\$ 15,000	100%
2021-22		0%
2022-23		0%
2023-24		0%
2024-25		0%
<b>Total</b>	<b>\$ 15,000</b>	<b>100%</b>

**CAPITAL IMPROVEMENT PROGRAM  
PROJECT DETAIL SHEET**

Project:	<b>Patrol Vehicle Replacement</b>
Project Number:	610001
Project Cost:	\$ 116,000
Description:	This is an ongoing project to replace aged patrol cars.
Benefits:	Improve officer/equipment safety, reduce repair and maintenance costs, improve public image.
Cost Calculation:	Estimates based on informal quotes from vendors for vehicles and installation of equipment/decals from previous purchases.
O & M Impact:	Should help minimize costs as the vehicles will be new and still under warranty for three years.

<b>BUDGET</b>		
	Estimate	% of Total
2022 Patrol Vehicle	\$ 58,000	50%
2022 Patrol Vehicle	\$ 58,000	50%
<b>Total</b>	<b>\$ 116,000</b>	<b>100%</b>

<b>FUNDING SOURCES</b>		
Source	Amount	% of Total
070-495-610001	\$ 116,000	100%
<b>Total</b>	<b>\$ 116,000</b>	<b>100%</b>



<b>SCHEDULE</b>		
Fiscal Year	Amount	% of Total
2019-2020		0%
2020-2021		0%
2021-2022	\$ 116,000	100%
2022-2023		0%
2023-2024		0%
2024-2025		0%
<b>Total</b>	<b>\$ 116,000</b>	<b>100%</b>

**CAPITAL IMPROVEMENT PROGRAM  
PROJECT DETAIL SHEET**

**PROJECT:** Seafarer's Park Enhancements

**Project Number:**

**Project Cost:** \$ 20,000

**Description:** Add picnic tables, landscaping and benches along viewing area. Other recommendations from Hammond Marina Taskforce.

**Benefits:** Enhance Seafarers Park

**Cost Calculation:** Estimate

**O & M Impact:** Funded from Quincy Robinson Trust.

<b>BUDGET</b>		
	Estimate	% of Total
Engineering	\$ 20,000	100%
<b>Total</b>	<b>\$ 20,000</b>	<b>100%</b>

<b>FUNDING SOURCES</b>		
	Amount	% of Total
Source 065-429	\$ 20,000	100%
<b>Total</b>	<b>\$ 20,000</b>	<b>100%</b>



<b>SCHEDULE</b>		
Fiscal Year	Amount	% of Total
2019-20		0%
2020-21		0%
2021-22	\$ 20,000	100%
2022-23		0%
2023-24		0%
2024-25		0%
<b>Total</b>	<b>\$ 20,000</b>	<b>100%</b>



**CAPITAL IMPROVEMENT PROGRAM  
PROJECT DETAIL SHEET**

PROJECT: **Trail Connection to Fort Stevens**

Project Number:

Project Cost: \$ 158,400

Description: Provide multi-use trail through Hammond Marina to connect waterfront trail to Ft. Stevens Park.

Benefits: Improve safety & usage of City's Trail System.

Cost Calculation: PMP

O & M Impact: Funding from Quincy Robinson Fund.

<b>BUDGET</b>		
	Estimate	% of Total
	\$ 158,400	100%
<b>Total</b>	<b>\$ 158,400</b>	<b>100%</b>

<b>FUNDING SOURCES</b>		
Source	Amount	% of Total
065-429	\$ 158,400	100%
<b>Total</b>	<b>\$ 158,400</b>	<b>100%</b>



<b>SCHEDULE</b>		
Fiscal Year	Amount	% of Total
2019-20		0%
2020-21		0%
2021-22	\$ 158,400	100%
2022-23		0%
2023-24		0%
2024-25		0%
<b>Total</b>	<b>\$ 158,400</b>	<b>100%</b>

**CAPITAL IMPROVEMENT PROGRAM  
PROJECT DETAIL SHEET**

<b>Project:</b>	<b>Patrol Vehicle Replacement</b>
<b>Project Number:</b>	610001
<b>Project Cost:</b>	\$ 120,000
<b>Description:</b>	This is an ongoing project to replace aged patrol cars.
<b>Benefits:</b>	Improve officer/equipment safety, reduce repair and maintenance costs, improve public image.
<b>Cost Calculation:</b>	Estimates based on informal quotes from vendors for vehicles and installation of equipment/decals from previous purchases.
<b>O &amp; M Impact:</b>	Should help minimize costs as the vehicles will be new and still under warranty for three years.

<b>BUDGET</b>		
	Estimate	% of Total
2023 Patrol Vehicle	\$ 60,000	50%
2023 Patrol Vehicle	\$ 60,000	50%
<b>Total</b>	<b>\$ 120,000</b>	<b>100%</b>

<b>FUNDING SOURCES</b>		
	Amount	% of Total
070-495-610001	\$ 120,000	100%
<b>Total</b>	<b>\$ 120,000</b>	<b>100%</b>



<b>SCHEDULE</b>		
	Amount	% of Total
Fiscal Year		
2019-2020		0%
2020-2021		0%
2021-2022		0%
2022-2023	\$ 120,000	100%
2023-2024		0%
2024-2025		0%
<b>Total</b>	<b>\$ 120,000</b>	<b>100%</b>

**CAPITAL IMPROVEMENT PROGRAM  
PROJECT DETAIL SHEET**

**PROJECT:** Waterfront Trail to Enterprise

**Project Number:**

**Project Cost:** \$ 380,000

**Description:** Trail from the end of the existing paved trail at Enterprise and would connect to Hammond Marina to Fort Stevens Trail

**Benefits:** Improve safety & usage of City's trail system.

**Cost Calculation:** Parks Advisory Board

**O & M Impact:** Funding from Quincy Robinson Fund and other grants.

<b>BUDGET</b>		
	Estimate	% of Total
	\$ 380,000	100%
<b>Total</b>	<b>\$ 380,000</b>	<b>100%</b>

<b>FUNDING SOURCES</b>		
Source	Amount	% of Total
QR Fund 065-429	\$ 380,000	100%
<b>Total</b>	<b>\$ 380,000</b>	<b>100%</b>



<b>SCHEDULE</b>		
Fiscal Year	Amount	% of Total
2019-20		0%
2020-21		0%
2021-22		0%
2022-23	\$ 380,000	100%
2023-24		0%
2024-25		0%
<b>Total</b>	<b>\$ 380,000</b>	<b>100%</b>

**CAPITAL IMPROVEMENT PROGRAM  
PROJECT DETAIL SHEET**

<b>Project:</b>	<b>Patrol Vehicle Replacement</b>
<b>Project Number:</b>	610001
<b>Project Cost:</b>	\$ 120,000
<b>Description:</b>	This is an ongoing project to replace aged patrol cars.
<b>Benefits:</b>	Improve officer/equipment safety, reduce repair and maintenance costs, improve public image.
<b>Cost Calculation:</b>	Estimates based on informal quotes from vendors for vehicles and installation of equipment/decals from previous purchases.
<b>O &amp; M Impact:</b>	Should help minimize costs as the vehicles will be new and still under warranty for three years.

<b>BUDGET</b>		
	Estimate	% of Total
2024 Patrol Vehicle	\$ 60,000	50%
2024 Patrol Vehicle	\$ 60,000	50%
<b>Total</b>	<b>\$ 120,000</b>	<b>100%</b>

<b>FUNDING SOURCES</b>		
Source	Amount	% of Total
070-495-610001	\$ 120,000	100%
<b>Total</b>	<b>\$ 120,000</b>	<b>100%</b>



<b>SCHEDULE</b>		
Fiscal Year	Amount	% of Total
2019-2020		0%
2020-2021		0%
2021-2022		0%
2022-2023		0%
2023-2024	\$ 120,000	100%
2024-2025		0%
<b>Total</b>	<b>\$ 120,000</b>	<b>100%</b>

**CAPITAL IMPROVEMENT PROGRAM  
PROJECT DETAIL SHEET**

<b>Project:</b>	<b>Patrol Vehicle Replacement</b>
<b>Project Number:</b>	610001
<b>Project Cost:</b>	\$ 124,000
<b>Description:</b>	This is an ongoing project to replace aged patrol cars.
<b>Benefits:</b>	Improve officer/equipment safety, reduce repair and maintenance costs, improve public image.
<b>Cost Calculation:</b>	Estimates based on informal quotes from vendors for vehicles and installation of equipment/decals from previous purchases.
<b>O &amp; M Impact:</b>	Should help minimize costs as the vehicles will be new and still under warranty for three years.

<b>BUDGET</b>		
	Estimate	% of Total
2025 Patrol Vehicle	\$ 62,000	50%
2025 Patrol Vehicle	\$ 62,000	50%
<b>Total</b>	<b>\$ 124,000</b>	<b>100%</b>

<b>FUNDING SOURCES</b>		
Source	Amount	% of Total
070-495-610001	\$ 124,000	100%
<b>Total</b>	<b>\$ 124,000</b>	<b>100%</b>



<b>SCHEDULE</b>		
Fiscal Year	Amount	% of Total
2019-2020		0%
2020-2021		0%
2021-2022		0%
2022-2023		0%
2023-2024		0%
2024-2025	\$ 124,000	100%
<b>Total</b>	<b>\$ 124,000</b>	<b>100%</b>



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## ***Water***

**CAPITAL IMPROVEMENT PROGRAM  
PROJECT DETAIL SHEET**

**PROJECT:** Remodel of Public Works Offices

**Project Number:** 620091

**Project Cost:** \$ 10,000

**Description:** Remodel of Public Works offices; continue work on break room and warehouse.

**Benefits:** Provide space for engineering, file storage, electronic equipment storage, small conference room, and additional office space area for staff.

**Cost Calculation:** Estimate

**O & M Impact:** This will be funded by a percentage across all of the Public Works divisions.

BUDGET	Estimate	% of Total
Construction	\$ 10,000	100%
<b>Total</b>	<b>\$ 10,000</b>	<b>100%</b>

FUNDING SOURCES	Amount	% of Total
Parks 001-429	\$ 255	2.55%
Storm 028-430	\$ 853	8.53%
<b>Water 029-430</b>	<b>\$ 3,489</b>	<b>34.89%</b>
Sanitation 034-430	\$ 2,340	23.40%
Sewer 038-430	\$ 2,808	28.08%
Streets 040-431	\$ 255	2.55%
<b>Total</b>	<b>\$ 10,000</b>	<b>100%</b>



SCHEDULE	Amount	% of Total
Fiscal Year		
2019-20	\$ 10,000	100%
2020-21		0%
2021-22		0%
2022-23		0%
2023-24		0%
2024-25		0%
<b>Total</b>	<b>\$ 10,000</b>	<b>100%</b>

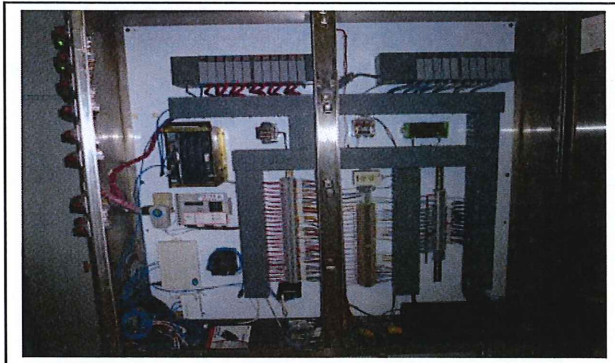


**CAPITAL IMPROVEMENT PROGRAM  
PROJECT DETAIL SHEET**

<b>PROJECT:</b>	<b>SCADA Improvement at South Water Reservoir</b>
<b>Project Number:</b>	620079
<b>Project Cost:</b>	\$ 25,000
<b>Description:</b>	Reprogram current SCADA system and add a pressure reducing valve to SCADA. As per recommended in the current Water Master Plan.
<b>Benefits:</b>	Improve operation of South Water Reservoir booster station in concert with the Clearwell.
<b>Cost Calculation:</b>	Water Master Plan
<b>O &amp; M Impact:</b>	Funded from Water Capital Reserve

<b>BUDGET</b>		
	Estimate	% of Total
Construction	\$ 25,000	100%
<b>Total</b>	<b>\$ 25,000</b>	<b>100%</b>

<b>FUNDING SOURCES</b>		
Source	Amount	% of Total
029-430-620079	\$ 25,000	100%
<b>Total</b>	<b>\$ 25,000</b>	<b>100%</b>



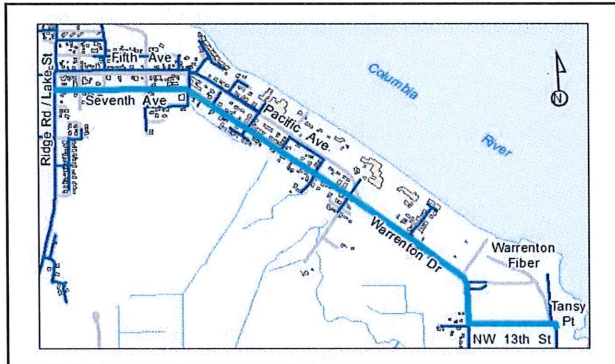
<b>SCHEDULE</b>		
Fiscal Year	Amount	% of Total
2019-20	\$ 25,000	100%
2020-21		0%
2021-22		0%
2022-23		0%
2023-24		0%
2024-25		0%
<b>Total</b>	<b>\$ 25,000</b>	<b>100%</b>

**CAPITAL IMPROVEMENT PROGRAM  
PROJECT DETAIL SHEET**

<b>PROJECT:</b>	<b>Hammond Water Line NW Warrenton Dr. 18-inch Waterline (NW 13th - Lake/Ridge)</b>
Project Number:	620075
Project Cost:	\$ 1,645,000
<b>Description:</b>	Construct 18-inch water line transmission loop to extend the existing system from NE 13th Street to serve the Hammond area. Project will ultimately connect to transmission main on Ridge Road.
<b>Benefits:</b>	Will improve City's water delivery system and provide improved fire flows, system redundancy, and improved water quality.
<b>Cost Calculation:</b>	Eng. Estimate
<b>O &amp; M Impact:</b>	The City is applying for financing through various State funding sources. Any matching funds required from Warrenton could be at least partially funded with System Development Charges.

<b>BUDGET</b>		
	Estimate	% of Total
Engineering	\$ 244,500	15%
Construction	\$ 1,400,500	85%
<b>Total</b>	<b>\$ 1,645,000</b>	<b>100%</b>

<b>FUNDING SOURCES</b>		
Source	Amount	% of Total
029-430-620075	\$ 1,645,000	100%
<b>Total</b>	<b>\$ 1,645,000</b>	<b>100%</b>



<b>SCHEDULE</b>		
Fiscal Year	Amount	% of Total
2019-20	\$ 1,645,000	100%
2020-21		0%
2021-22		0%
2022-23		0%
2023-24		0%
2024-25		0%
<b>Total</b>	<b>\$ 1,645,000</b>	<b>100%</b>

**CAPITAL IMPROVEMENT PROGRAM  
PROJECT DETAIL SHEET**

**PROJECT:** SW 4th Street (S Main Ave - SW Alder Ct)

**Project Number:** 620084

**Project Cost:** \$ 836,000

**Description:** Improve SW 4th Street roadway between S Main Ave and SW Alder Court, add sidewalk, and move powerline underground for street lights. Replace 500 LF of undersized waterline with new 8" main.

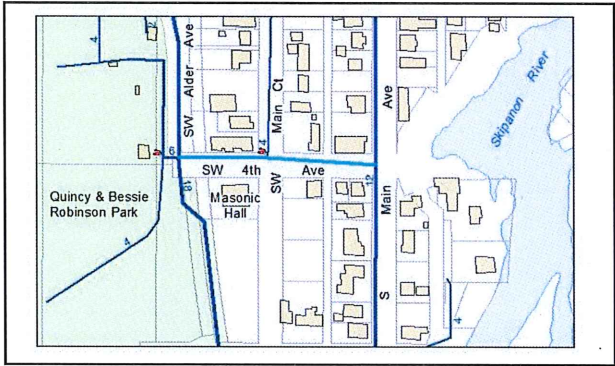
**Benefits:** Rebuild deteriorated and irregular roadway.

**Cost Calculation:** Eng. Estimate

**O & M Impact:** Funded from State Tax Street Fund, Water Fund Capital Reserve, Storm Sewer Capital Reserve, and Urban Renewal.

<b>BUDGET</b>			
	Estimate	% of Total	
Construction	\$ 836,000	100%	
<b>Total</b>	<b>\$ 836,000</b>	<b>100%</b>	

<b>FUNDING SOURCES</b>			
Source	Amount	% of Total	
Streets 040-431	\$ 218,000	26.1%	
Urban 200-800	\$ 412,000	49.3%	
<b>Water 029-430</b>	<b>\$ 58,000</b>	<b>6.9%</b>	
Storm 028-430	\$ 148,000	17.7%	
<b>Total</b>	<b>\$ 836,000</b>	<b>100%</b>	



<b>SCHEDULE</b>			
Fiscal Year	Amount	% of Total	
2019-20	\$ 836,000	100%	
2020-21		0%	
2021-22		0%	
2022-23		0%	
2023-24		0%	
2024-25		0%	
<b>Total</b>	<b>\$ 836,000</b>	<b>100%</b>	

**CAPITAL IMPROVEMENT PROGRAM  
PROJECT DETAIL SHEET**

**PROJECT:** **SE Anchor (Harbor - SE 3rd St) Waterline**

**Project Number:** 620085

**Project Cost:** \$ 93,000

**Description:** Install new water lines on SE Anchor.

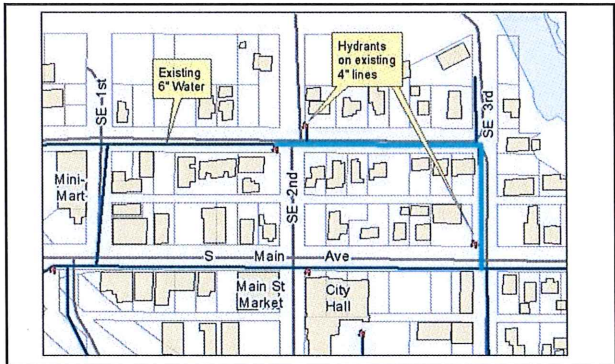
**Benefits:** Upgrade undersized waterlines.

**Cost Calculation:** Eng. Estimate

**O & M Impact:** Funding to come from water Capital Outlay.

<b>BUDGET</b>			
	Estimate	% of Total	
Construction	\$ 93,000	100%	
<b>Total</b>	<b>\$ 93,000</b>	<b>100%</b>	

<b>FUNDING SOURCES</b>			
Source	Amount	% of Total	
029-430-620085	\$ 93,000	100%	
<b>Total</b>	<b>\$ 93,000</b>	<b>100%</b>	



<b>SCHEDULE</b>			
Fiscal Year	Amount	% of Total	
2019-20	\$ 93,000	100%	
2020-21		0%	
2021-22		0%	
2022-23		0%	
2023-24		0%	
2024-25		0%	
<b>Total</b>	<b>\$ 93,000</b>	<b>100%</b>	

**CAPITAL IMPROVEMENT PROGRAM  
PROJECT DETAIL SHEET**

<b>PROJECT:</b>	<b>Water Treatment Plant Filter Replacement Construction</b>
Project Number:	620080
Project Cost:	\$ 1,000,000
Description:	Replace the WTP filters. This is required every 5 - 7 years with dollars placed into the Filter Replacement Reserve account annually between replacement cycles. The filters were all previously replaced in fiscal year 2012-13.
Benefits:	Maintain the superior quality of City of Warrenton drinking water.
Cost Calculation:	Estimate
O & M Impact:	This will be funded from the Water Capital Filter Replacement Reserve Fund.

<b>BUDGET</b>		
	Estimate	% of Total
	\$ 1,000,000	100%
<b>Total</b>	<b>\$ 1,000,000</b>	<b>100%</b>

<b>FUNDING SOURCES</b>		
Source	Amount	% of Total
029-430-620080	\$ 1,000,000	100%
<b>Total</b>	<b>\$ 1,000,000</b>	<b>100%</b>



<b>SCHEDULE</b>		
Fiscal Year	Amount	% of Total
2019-20	\$ 1,000,000	100%
2020-21		0%
2021-22		0%
2022-23		0%
2023-24		0%
2023-24		0%
<b>Total</b>	<b>\$ 1,000,000</b>	<b>100%</b>

**CAPITAL IMPROVEMENT PROGRAM  
PROJECT DETAIL SHEET**

<b>PROJECT:</b>	<b>Ridge Road 10-inch Water Main (Pacific - KOA Campground)</b>
<b>Project Number:</b>	
<b>Project Cost:</b>	\$ 250,000
<b>Description:</b>	Construct 4400 LF of 10-inch transmission main on Ridge Rd from Pacific to KOA. Main will ultimately tie into the NW Transmission Loop.
<b>Benefits:</b>	Will improve City's water delivery system and provide improved fire flows of 2000 gpm, system redundancy, and improved water quality.
<b>Cost Calculation:</b>	Eng. Estimate
<b>O &amp; M Impact:</b>	This project will be funded from Water Capital Reserve funds or could be added to the approved Systems Development Charge project list.

<b>BUDGET</b>			<b>FUNDING SOURCES</b>		
	Estimate	% of Total	Source	Amount	% of Total
Engineering	\$ 20,000	8%	029-430	\$ 250,000	100%
Construction	\$ 230,000	92%			
<b>Total</b>	<b>\$ 250,000</b>	<b>100%</b>	<b>Total</b>	<b>\$ 250,000</b>	<b>100%</b>



<b>SCHEDULE</b>		
Fiscal Year	Amount	% of Total
2019-20		0%
2020-21	\$ 250,000	100%
2021-22		0%
2022-23		0%
2023-24		0%
2024-25		0%
<b>Total</b>	<b>\$ 250,000</b>	<b>100%</b>

**CAPITAL IMPROVEMENT PROGRAM  
PROJECT DETAIL SHEET**

**PROJECT:** Replace Raw Water Pipe Downstream for Raw Water Reservoir

**Project Number:**

**Total Project Cost:** \$ 993,000

**Description:** Replace 2500' of 24" raw water pipe downstream from the raw water reservoir.

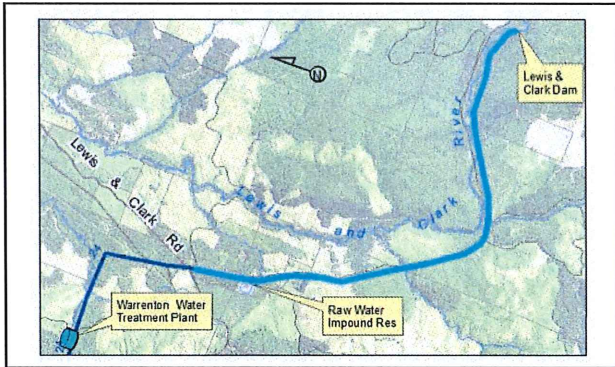
**Benefits:** Existing 24" fiberglass raw water pipe has long outlived its normal life.

**Cost Calculation:** Water Master Plan

**O & M Impact:** This will be funded from the Water Capital Reserve Fund.

<b>BUDGET</b>		
	Estimate	% of Total
	\$ 993,000	100%
<b>Total</b>	<b>\$ 993,000</b>	<b>100%</b>

<b>FUNDING SOURCES</b>		
Source	Amount	% of Total
029-430	\$ 993,000	100%
<b>Total</b>	<b>\$ 993,000</b>	<b>100%</b>



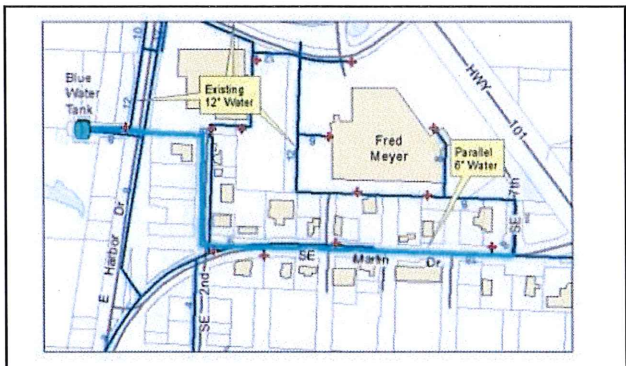
<b>SCHEDULE</b>		
Fiscal Year	Amount	% of Total
2019-20		0%
2020-21	\$ 993,000	100%
2021-22		0%
2022-23		0%
2023-24		0%
2024-25		0%
<b>Total</b>	<b>\$ 993,000</b>	<b>100%</b>

**CAPITAL IMPROVEMENT PROGRAM  
PROJECT DETAIL SHEET**

<b>PROJECT:</b>	<b>SE Marlin Ave 18" Waterline (SE 7th - E Harbor)</b>
Project Number:	
Project Cost:	\$ 336,000
<b>Description:</b>	Construct 18" transmission main on SE Neptune from SE 7th Street to the blue water tank on East Harbor.
<b>Benefits:</b>	New 18" transmission main will improve fire flows and better serve future commercial development in northeastern section of Warrenton.
<b>Cost Calculation:</b>	Eng. Estimate
<b>O &amp; M Impact:</b>	This project will impact the Water Capital Reserve Fund and could be at least partially funded with System Development Charges.

<b>BUDGET</b>			
	Estimate		% of Total
Engineering	\$ 51,000		15%
Construction	\$ 228,000		68%
Contingency	\$ 57,000		17%
<b>Total</b>	<b>\$ 336,000</b>		<b>100%</b>

<b>FUNDING SOURCES</b>			
	Amount		% of Total
029-430	\$ 336,000		100%
<b>Total</b>	<b>\$ 336,000</b>		<b>100%</b>



<b>SCHEDULE</b>			
Fiscal Year	Amount		% of Total
2019-20			0%
2020-21			0%
2021-22	\$ 336,000		100%
2022-23			0%
2023-24			0%
2024-25			0%
<b>Total</b>	<b>\$ 336,000</b>		<b>100%</b>



**CAPITAL IMPROVEMENT PROGRAM  
PROJECT DETAIL SHEET**

**PROJECT:** Replace Raw Water Pipe Upstream from Raw Water Reservoir

**Project Number:**

**Total Project Cost:** \$ 1,694,000

**Description:** Replace 4300' of 24" raw water pipe upstream from the raw water reservoir.

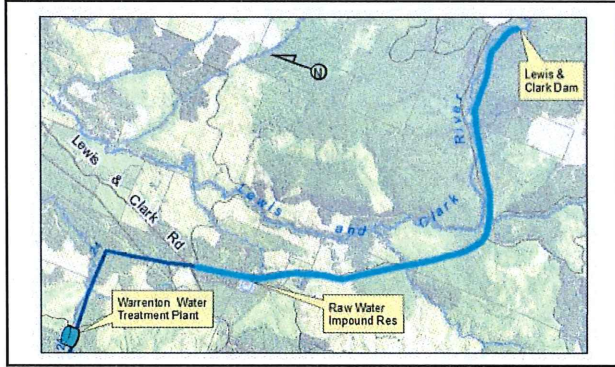
**Benefits:** Existing 24" fiberglass raw water pipe has long outlived its normal life.

**Cost Calculation:** Water Master Plan

**O & M Impact:** This will be funded from the Water Capital Reserve Fund.

<b>BUDGET</b>		
	Estimate	% of Total
	\$ 1,694,000	100%
<b>Total</b>	<b>\$ 1,694,000</b>	<b>100%</b>

<b>FUNDING SOURCES</b>		
	Amount	% of Total
029-430	\$ 1,694,000	100%
<b>Total</b>	<b>\$ 1,694,000</b>	<b>100%</b>



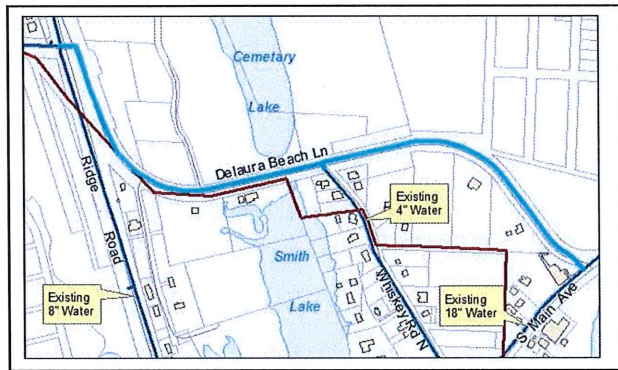
<b>SCHEDULE</b>		
Fiscal Year	Amount	% of Total
2019-20		0%
2020-21		0%
2021-22	\$ 1,694,000	193%
2022-23		0%
2023-24		0%
2024-25		0%
<b>Total</b>	<b>\$ 1,694,000</b>	<b>193%</b>

**CAPITAL IMPROVEMENT PROGRAM  
PROJECT DETAIL SHEET**

<b>PROJECT:</b>	<b>Delaura Beach 18-inch Waterline (S Main - Ridge Rd)</b>
Project Number:	
Project Cost:	\$ 458,000
<b>Description:</b>	Construct 18-inch transmission main loop on Delaura Beach Road from S. Main to Ridge Road.
<b>Benefits:</b>	Will provide a looped tie between the 18" WL on S Main to the 8" WL on Ridge Road improving fire flows, system redundancy, and water quality.
<b>Cost Calculation:</b>	Eng. Estimate
<b>O &amp; M Impact:</b>	This project will impact the Water Capital Reserve Fund and could be at least partially funded with System Development Charges.

<b>BUDGET</b>		
	Estimate	% of Total
Engineering	\$ 70,000	15%
Construction	\$ 388,000	85%
<b>Total</b>	<b>\$ 458,000</b>	<b>100%</b>

<b>FUNDING SOURCES</b>		
Source	Amount	% of Total
029-430	\$ 458,000	100%
<b>Total</b>	<b>\$ 458,000</b>	<b>100%</b>



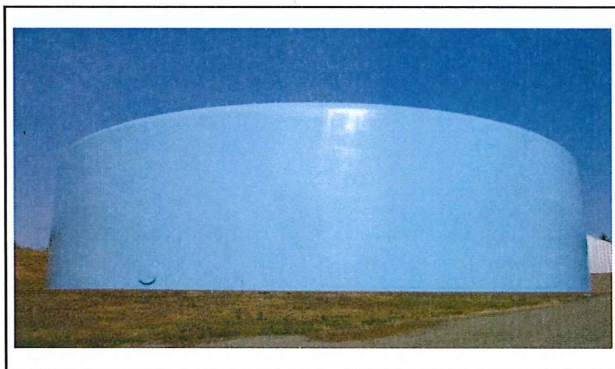
<b>SCHEDULE</b>		
Fiscal Year	Amount	% of Total
2019-20		0%
2020-21		0%
2021-22		0%
2022-23	\$ 458,000	100%
2023-24		0%
2024-25		0%
<b>Total</b>	<b>\$ 458,000</b>	<b>100%</b>

**CAPITAL IMPROVEMENT PROGRAM  
PROJECT DETAIL SHEET**

<b>PROJECT:</b>	<b>Recoat Epoxy Lining Inside Clearwell</b>
<b>Project Number:</b>	
<b>Project Cost:</b>	\$ 900,000
<b>Description:</b>	Last tank inspection showed several rust spots inside on the east side of tank. It was recommended to plan on recoating inside of tank within the next 5 years.
<b>Benefits:</b>	Extend life of reservoir.
<b>Cost Calculation:</b>	Water Master Plan
<b>O &amp; M Impact:</b>	Funding will come from Water Capital Reserve fund.

<b>BUDGET</b>		
	Estimate	% of Total
Construction	\$ 900,000	100%
<b>Total</b>	<b>\$ 900,000</b>	<b>100%</b>

<b>FUNDING SOURCES</b>		
	Amount	% of Total
029-430	\$ 900,000	100%
<b>Total</b>	<b>\$ 900,000</b>	<b>100%</b>



<b>SCHEDULE</b>		
Fiscal Year	Amount	% of Total
2019-20		0%
2020-21		0%
2021-22		0%
2022-23	\$ 900,000	100%
2023-24		0%
2024-25		0%
<b>Total</b>	<b>\$ 900,000</b>	<b>100%</b>



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## ***Sewer***

**CAPITAL IMPROVEMENT PROGRAM  
PROJECT DETAIL SHEET**

**PROJECT:** **Remodel of Public Works Offices**

**Project Number:** 620091

**Project Cost:** \$ 10,000

**Description:** Remodel of Public Works offices; continue work on break room and warehouse.

**Benefits:** Provide space for engineering, file storage, electronic equipment storage, small conference room, and additional office space area for staff.

**Cost Calculation:** Estimate

**O & M Impact:** This will be funded by a percentage across all of the Public Works divisions.

<b>BUDGET</b>		
	Estimate	% of Total
Construction	\$ 10,000	100%
<b>Total</b>	<b>\$ 10,000</b>	<b>100%</b>

<b>FUNDING SOURCES</b>		
Source	Amount	% of Total
Parks 001-429	\$ 255	2.55%
Storm 028-430	\$ 853	8.53%
Water 029-430	\$ 3,489	34.89%
Sanitation 034-430	\$ 2,340	23.40%
Sewer 038-430	\$ 2,808	28.08%
Streets 040-431	\$ 255	2.55%
<b>Total</b>	<b>\$ 10,000</b>	<b>100%</b>



<b>SCHEDULE</b>		
Fiscal Year	Amount	% of Total
2019-20	\$ 10,000	100%
2020-21		0%
2021-22		0%
2022-23		0%
2023-24		0%
2034-25		0%
<b>Total</b>	<b>\$ 10,000</b>	<b>100%</b>

**CAPITAL IMPROVEMENT PROGRAM  
PROJECT DETAIL SHEET**

**PROJECT:** **Septage Screening**

**Project Number:** 620019

**Project Cost:** \$ 45,000

**Description:** Add better screening to the septage receiving station.

**Benefits:** Mechanically remove more of the solids entering the treatment plant from the septage station. Reducing issues with septage receiving pump station. Reduce loading on the treatment plant.

**Cost Calculation:** Estimate

**O & M Impact:** Funding from Sewer Capital Reserve Fund.

<b>BUDGET</b>	Estimate	% of Total
Construction	\$ 45,000	100%
<b>Total</b>	<b>\$ 45,000</b>	<b>100%</b>

<b>FUNDING SOURCES</b>		
Source	Amount	% of Total
038-430-620019	\$ 45,000	100%
<b>Total</b>	<b>\$ 45,000</b>	<b>100%</b>



<b>SCHEDULE</b>		
Fiscal Year	Amount	% of Total
2019-20	\$ 45,000	100%
2020-21		0%
2020-22		0%
2022-23		0%
2023-24		0%
2024-25	\$ -	0%
<b>Total</b>	<b>\$ 45,000</b>	<b>100%</b>

**CAPITAL IMPROVEMENT PROGRAM  
PROJECT DETAIL SHEET**

**PROJECT:** **N Main Ave and NW 7th Pl. (NW Warrenton Dr. to NE 5th St.)**

**Project Number:** 620078

**Project Cost:** \$ 692,000

**Description:** Add low pressure sewer system and repair & rebuild N Main Ave and NW 7th Pl.

**Benefits:** Rebuilding this roadway will dramatically improve rideability and routine maintenance.

**Cost Calculation:** PW Dir.

**O & M Impact:** This section of roadway requires periodic repairs to potholes and has caused vehicular damage from sections of the old concrete roadway dislodging.

<b>BUDGET</b>		
	Estimate	% of Total
Construction	\$ 692,000	100%
<b>Total</b>	<b>\$ 692,000</b>	<b>100%</b>

<b>FUNDING SOURCES</b>		
Source	Amount	% of Total
Streets 040-431-620078	\$ 567,000	82%
Sewer 038-430-620078	\$ 125,000	18%
<b>Total</b>	<b>\$ 692,000</b>	<b>100%</b>



<b>SCHEDULE</b>		
Fiscal Year	Amount	% of Total
2019-20	\$ 692,000	100%
2020-21		0%
2021-22		0%
2022-23		0%
2023-24		0%
2024-25		0%
<b>Total</b>	<b>\$ 692,000</b>	<b>100%</b>



**CAPITAL IMPROVEMENT PROGRAM  
PROJECT DETAIL SHEET**

<b>PROJECT:</b>	<b>SE 2nd Street &amp; Marlin Avenue Pump Station</b>
<b>Project Number:</b>	620089
<b>Project Cost:</b>	\$ 320,000
<b>Description:</b>	Upgrade SE Marlin & 2nd Street pump station with new pumps and motors.
<b>Benefits:</b>	This project will continue our advancement towards providing uniform equipment in all City pump stations. Uniformity of pump station equipment should help reduce maintenance costs and increase staff familiarity of City pump systems.
<b>Cost Calculation:</b>	Estimate
<b>O &amp; M Impact:</b>	Funding from Sewer Capital Reserve Fund.

<b>BUDGET</b>		
	Estimate	% of Total
Construction	\$ 320,000	100%
<b>Total</b>	<b>\$ 320,000</b>	<b>100%</b>

<b>FUNDING SOURCES</b>		
Source	Amount	% of Total
038-430-620089	\$ 320,000	100%
<b>Total</b>	<b>\$ 320,000</b>	<b>100%</b>



<b>SCHEDULE</b>		
Fiscal Year	Amount	% of Total
2019-20	\$ 320,000	100%
2020-21		0%
2020-22		0%
2022-23		0%
2023-24		0%
2024-25		0%
<b>Total</b>	<b>\$ 320,000</b>	<b>100%</b>

**CAPITAL IMPROVEMENT PROGRAM  
PROJECT DETAIL SHEET**

<b>PROJECT:</b>	<b>SE Marlin &amp; 101 (Putnam) Pump Station Upgrade</b>
Project Number:	690023
Project Cost:	\$ 425,000
Description:	Upgrade pump station to submersible pumps, backup pumping and bypass pumping connection.
Benefits:	Reduce maintenance & lower overtime for Sewer callouts.
Cost Calculation:	Estimate
O & M Impact:	Funding from Sewer Capital Reserve Fund.

<b>BUDGET</b>		
	Estimate	% of Total
Construction	\$ 425,000	100%
<b>Total</b>	<b>\$ 425,000</b>	<b>100%</b>

<b>FUNDING SOURCES</b>		
Source	Amount	% of Total
038-430-690023	\$ 425,000	100%
<b>Total</b>	<b>\$ 425,000</b>	<b>100%</b>



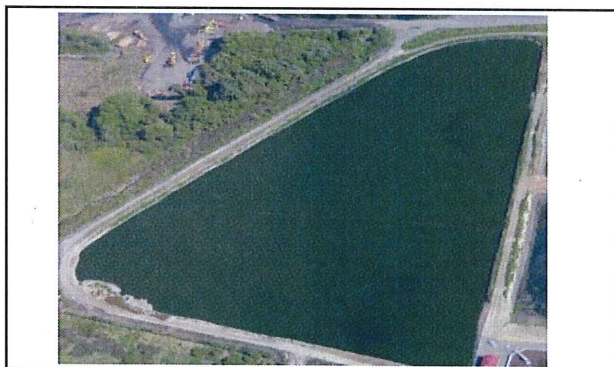
<b>SCHEDULE</b>		
Fiscal Year	Amount	% of Total
2019-20	\$ 425,000	100%
2020-21		0%
2021-22		0%
2022-23		0%
2023-24		0%
2024-25		0%
<b>Total</b>	<b>\$ 425,000</b>	<b>100%</b>

CAPITAL IMPROVEMENT PROGRAM  
PROJECT DETAIL SHEET

PROJECT:	WWTP North Lagoon Dewatering Pump and Filter
Project Number:	620024
Project Cost:	\$ 160,000
Description:	Study for decommissioning the North Lagoon shows that it will be more cost effective to filter and pump the collected rain water vs decommission the lagoon.
Benefits:	Will allow us to run the water from the lagoons directly through the UV system and outfall, bypassing the SBR process
Cost Calculation:	Estimate
O & M Impact:	This will be funded from the Sewer Capital Reserve Fund.

BUDGET		
	Estimate	% of Total
Construction	\$ 160,000	100%
<b>Total</b>	<b>\$ 160,000</b>	<b>100%</b>

FUNDING SOURCES		
Source	Amount	% of Total
038-430-620024	\$ 160,000	100%
<b>Total</b>	<b>\$ 160,000</b>	<b>100%</b>



SCHEDULE		
Fiscal Year	Amount	% of Total
2018-19	\$ 160,000	100%
2019-20		0%
2020-21		0%
2021-22		0%
2022-23		0%
2023-24		0%
<b>Total</b>	<b>\$ 160,000</b>	<b>100%</b>

**CAPITAL IMPROVEMENT PROGRAM  
PROJECT DETAIL SHEET**

**PROJECT:** Pump Station Generator Undetermined Location #1

**Project Number:** 620046

**Project Cost:** \$ 100,000

**Description:** Install stationary generator and transfer switches.

**Benefits:** Onsite power generation for critical pump station. Necessary for emergency flow during extended power outages. We will focus on bottlenecks first, then work outward from there.

**Cost Calculation:** Estimate

**O & M Impact:** This will be funded from the Sewer Capital Reserve Fund.

<b>BUDGET</b>		
	Estimate	% of Total
	\$ 100,000	100%
<b>Total</b>	\$ 100,000	100%

<b>FUNDING SOURCES</b>		
	Amount	% of Total
Source 038-430-620046	\$ 100,000	100%
<b>Total</b>	\$ 100,000	100%



<b>SCHEDULE</b>		
	Amount	% of Total
Fiscal Year 2019-20	\$ 100,000	100%
2020-21		0%
2021-22		0%
2022-23		0%
2023-24		0%
2024-25		0%
<b>Total</b>	\$ 100,000	100%

**CAPITAL IMPROVEMENT PROGRAM  
PROJECT DETAIL SHEET**

**PROJECT:** Pump Station Bypass Program

**Project Number:** 620033

**Project Cost:** \$ 60,000

**Description:** Install vaults, valves, and piping to connect a bypass pump up to the sanitary sewer force mains adjacent to the pump stations.

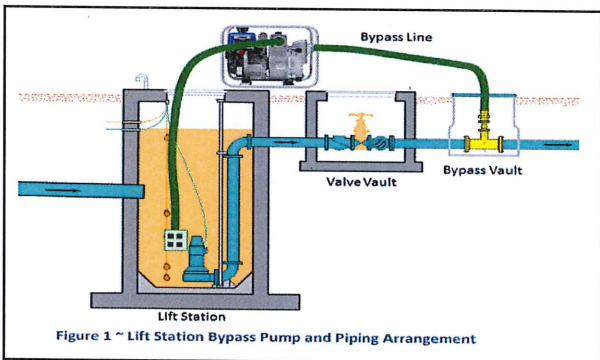
**Benefits:** Gives alternative pumping options when built in equipment fails or is overloaded.  
Reduces need to have pumper trucks move water when pumps are inoperable.

**Cost Calculation:** Estimate

**O & M Impact:** This will be funded from the Sewer Capital Reserve Fund.

<b>BUDGET</b>		
	Estimate	% of Total
	\$ 60,000	100%
<b>Total</b>	<b>\$ 60,000</b>	<b>100%</b>

<b>FUNDING SOURCES</b>		
Source	Amount	% of Total
038-430-620033	\$ 60,000	100%
<b>Total</b>	<b>\$ 60,000</b>	<b>100%</b>



<b>SCHEDULE</b>		
Fiscal Year	Amount	% of Total
2019-20	\$ 60,000	100%
2020-21		0%
2021-22		0%
2022-23		0%
2023-24		0%
2024-25		0%
<b>Total</b>	<b>\$ 60,000</b>	<b>100%</b>

**CAPITAL IMPROVEMENT PROGRAM  
PROJECT DETAIL SHEET**

PROJECT: **Pump Station Generator Undetermined Location #2**

Project Number: 620046

Project Cost: \$ 50,000

Description: Install stationary generator and transfer switches.

Benefits: Onsite power generation for critical pump station. Necessary for emergency flow during extended power outages. We will focus on bottlenecks first, then work outward from there.

Cost Calculation: Estimate

O & M Impact: This will be funded from the Sewer Capital Reserve Fund.

<b>BUDGET</b>		
	Estimate	% of Total
	\$ 50,000	100%
<b>Total</b>	<b>\$ 50,000</b>	<b>100%</b>

<b>FUNDING SOURCES</b>		
Source	Amount	% of Total
038-430-620046	\$ 50,000	100%
<b>Total</b>	<b>\$ 50,000</b>	<b>100%</b>



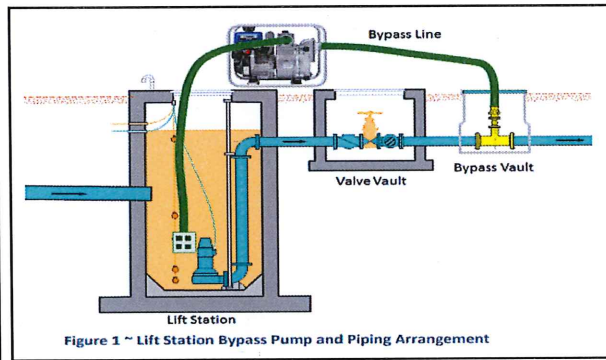
<b>SCHEDULE</b>		
Fiscal Year	Amount	% of Total
2019-20		0%
2020-21	\$ 50,000	100%
2021-22		0%
2022-23		0%
2023-24		0%
2024-25		0%
<b>Total</b>	<b>\$ 50,000</b>	<b>100%</b>

**CAPITAL IMPROVEMENT PROGRAM  
PROJECT DETAIL SHEET**

<b>PROJECT:</b>	<b>Pump Station Bypass Program</b>
Project Number:	620033
Project Cost:	\$ 60,000
Description:	Install vaults, valves, and piping to connect a bypass pump up the sanitary sewer force mains adjacent to the pump stations.
Benefits:	Gives alternative pumping options when built in equipment fails or is overloaded. Reduces need to have pumper trucks move water when pumps are inoperable.
Cost Calculation:	Estimate
O & M Impact:	This will be funded from the Sewer Capital Reserve Fund.

<b>BUDGET</b>		
	Estimate	% of Total
	\$ 60,000	100%
<b>Total</b>	<b>\$ 60,000</b>	<b>100%</b>

<b>FUNDING SOURCES</b>		
Source	Amount	% of Total
038-430-620033	\$ 60,000	100%
<b>Total</b>	<b>\$ 60,000</b>	<b>100%</b>



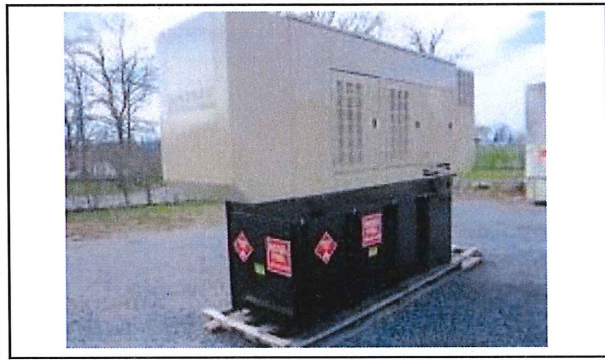
<b>SCHEDULE</b>		
Fiscal Year	Amount	% of Total
2019-20		0%
2020-21	\$ 60,000	100%
2021-22		0%
2022-23		0%
2023-24		0%
2024-25		0%
<b>Total</b>	<b>\$ 60,000</b>	<b>100%</b>

**CAPITAL IMPROVEMENT PROGRAM  
PROJECT DETAIL SHEET**

<b>PROJECT:</b>	<b>Pump Station Generator Undetermined Location #3</b>
Project Number:	620046
Project Cost:	\$ 50,000
Description:	Install stationary generator and transfer switches.
Benefits:	Onsite power generation for critical pump station. Necessary for emergency flow during extended power outages. We will focus on bottlenecks first, then work outward from there.
Cost Calculation:	Estimate
O & M Impact:	This will be funded from the Sewer Capital Reserve Fund.

<b>BUDGET</b>		
	Estimate	% of Total
	\$ 50,000	100%
<b>Total</b>	<b>\$ 50,000</b>	<b>100%</b>

<b>FUNDING SOURCES</b>		
Source	Amount	% of Total
038-430-620046	\$ 50,000	100%
<b>Total</b>	<b>\$ 50,000</b>	<b>100%</b>



<b>SCHEDULE</b>		
Fiscal Year	Amount	% of Total
2019-20		0%
2020-21		0%
2021-22	\$ 50,000	100%
2022-23		0%
2023-24		0%
2024-25		0%
<b>Total</b>	<b>\$ 50,000</b>	<b>100%</b>

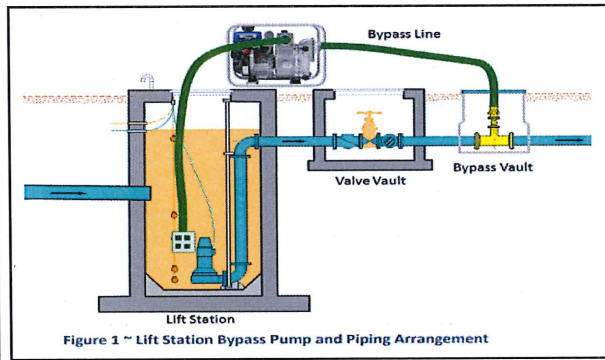


**CAPITAL IMPROVEMENT PROGRAM  
PROJECT DETAIL SHEET**

<b>PROJECT:</b>	<b>Pump Station Bypass Program</b>
<b>Project Number:</b>	620033
<b>Project Cost:</b>	\$ 60,000
<b>Description:</b>	Install vaults, valves, and piping to connect a bypass pump up the sanitary sewer force mains adjacent to the pump stations.
<b>Benefits:</b>	Gives alternative pumping options when built in equipment fails or is overloaded. Reduces need to have pumper trucks move water when pumps are inoperable.
<b>Cost Calculation:</b>	Estimate
<b>O &amp; M Impact:</b>	This will be funded from the Sewer Capital Reserve Fund.

<b>BUDGET</b>		
	Estimate	% of Total
	\$ 60,000	100%
<b>Total</b>	<b>\$ 60,000</b>	<b>100%</b>

<b>FUNDING SOURCES</b>		
Source	Amount	% of Total
038-430-620033	\$ 60,000	100%
<b>Total</b>	<b>\$ 60,000</b>	<b>100%</b>



<b>SCHEDULE</b>		
Fiscal Year	Amount	% of Total
2019-20		0%
2020-21		0%
2021-22	\$ 60,000	100%
2022-23		0%
2023-24		0%
2024-25		0%
<b>Total</b>	<b>\$ 60,000</b>	<b>100%</b>

**CAPITAL IMPROVEMENT PROGRAM  
PROJECT DETAIL SHEET**

<b>PROJECT:</b>	<b>Pump Station Generator Undetermined Locations #4</b>
Project Number:	620046
Project Cost:	\$ 50,000
Description:	Install stationary generator and transfer switches.
Benefits:	Onsite power generation for critical pump station. Necessary for emergency flow during extended power outages. We will focus on bottlenecks first, then work outward from there.
Cost Calculation:	Estimate
O & M Impact:	This will be funded from the Sewer Capital Reserve Fund.

<b>BUDGET</b>		
	Estimate	% of Total
	\$ 50,000	100%
<b>Total</b>	<b>\$ 50,000</b>	<b>100%</b>

<b>FUNDING SOURCES</b>		
Source	Amount	% of Total
038-430-620046	\$ 50,000	100%
<b>Total</b>	<b>\$ 50,000</b>	<b>100%</b>



<b>SCHEDULE</b>		
Fiscal Year	Amount	% of Total
2018-19		0%
2019-20		0%
2020-21		0%
2021-22	\$ 50,000	100%
2022-23		0%
2023-24		0%
<b>Total</b>	<b>\$ 50,000</b>	<b>100%</b>

**CAPITAL IMPROVEMENT PROGRAM  
PROJECT DETAIL SHEET**

**PROJECT:** Pump Station Bypass Program

**Project Number:** 620033

**Project Cost:** \$ 60,000

**Description:** Install vaults, valves, and piping to connect a bypass pump up the sanitary sewer force mains adjacent to the pump stations.

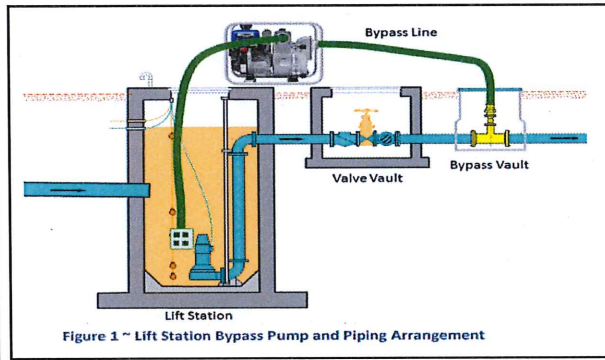
**Benefits:** Gives alternative pumping options when built in equipment fails or is overloaded.  
Reduces need to have pumper trucks move water when pumps are inoperable.

**Cost Calculation:** Estimate

**O & M Impact:** This will be funded from the Sewer Capital Reserve Fund.

<b>BUDGET</b>	Estimate	% of Total
	\$ 60,000	100%
<b>Total</b>	\$ 60,000	100%

<b>FUNDING SOURCES</b>		
Source	Amount	% of Total
038-430-620033	\$ 60,000	100%
<b>Total</b>	\$ 60,000	100%



<b>SCHEDULE</b>		
Fiscal Year	Amount	% of Total
2019-20		0%
2020-21		0%
2021-22		0%
2022-23	\$ 60,000	100%
2023-24		0%
2024-25		0%
<b>Total</b>	\$ 60,000	100%

**CAPITAL IMPROVEMENT PROGRAM  
PROJECT DETAIL SHEET**

<b>PROJECT:</b>	<b>Pump Station Generator Undetermined Locations #5</b>
Project Number:	620046
Project Cost:	\$ 50,000
Description:	Install stationary generator and transfer switches.
Benefits:	Onsite power generation for critical pump station. Necessary for emergency flow during extended power outages. We will focus on bottlenecks first, then work outward from there.
Cost Calculation:	Estimate
O & M Impact:	This will be funded from the Sewer Capital Reserve Fund.

<b>BUDGET</b>		
	Estimate	% of Total
	\$ 50,000	100%
<b>Total</b>	<b>\$ 50,000</b>	<b>100%</b>

<b>FUNDING SOURCES</b>		
Source	Amount	% of Total
038-430-620046	\$ 50,000	100%
<b>Total</b>	<b>\$ 50,000</b>	<b>100%</b>



<b>SCHEDULE</b>		
Fiscal Year	Amount	% of Total
2019-20		0%
2020-21		0%
2021-22		0%
2022-23		0%
2023-24	\$ 50,000	100%
2024-25		0%
<b>Total</b>	<b>\$ 50,000</b>	<b>100%</b>

**CAPITAL IMPROVEMENT PROGRAM  
PROJECT DETAIL SHEET**

**PROJECT:** Pump Station Bypass Program

**Project Number:** 620033

**Project Cost:** \$ 60,000

**Description:** Install vaults, valves, and piping to connect a bypass pump up the sanitary sewer force mains adjacent to the pump stations.

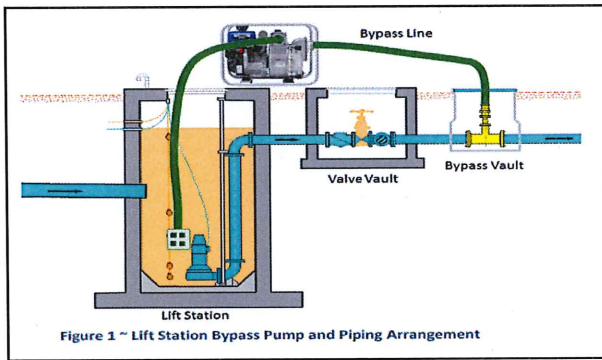
**Benefits:** Gives alternative pumping options when built in equipment fails or is overloaded.  
Reduces need to have pumper trucks move water when pumps are inoperable.

**Cost Calculation:** Estimate

**O & M Impact:** This will be funded from the Sewer Capital Reserve Fund.

<b>BUDGET</b>		
	Estimate	% of Total
	\$ 60,000	100%
<b>Total</b>	<b>\$ 60,000</b>	<b>100%</b>

<b>FUNDING SOURCES</b>		
Source	Amount	% of Total
038-430-620033	\$ 60,000	100%
<b>Total</b>	<b>\$ 60,000</b>	<b>100%</b>



<b>SCHEDULE</b>		
Fiscal Year	Amount	% of Total
2019-20		0%
2020-21		0%
2021-22		0%
2022-23		0%
2023-24	\$ 60,000	100%
2024-25		0%
<b>Total</b>	<b>\$ 60,000</b>	<b>100%</b>

**CAPITAL IMPROVEMENT PROGRAM  
PROJECT DETAIL SHEET**

**PROJECT:** Septage Station Equalization

**Project Number:**

**Project Cost:** \$ 100,000

**Description:** Add an equalization tank to the Septage Receiving Station.

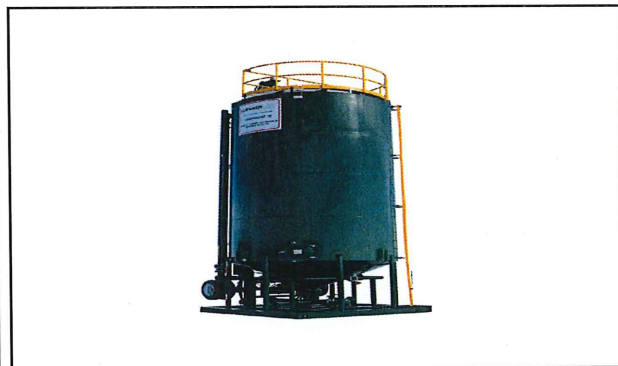
**Benefits:** Adding an equalization tank will allow the treatment plant to reduce its peak daily loads by collecting and metering in the hauled waste over a period of days, reducing the impact of slug loading on the process.

**Cost Calculation:** Estimate

**O & M Impact:** Funding from Sewer Capital Reserve Fund.

<b>BUDGET</b>		
	Estimate	% of Total
Construction	\$ 100,000	100%
<b>Total</b>	<b>\$ 100,000</b>	<b>100%</b>

<b>FUNDING SOURCES</b>		
	Amount	% of Total
Source 038-430	\$ 100,000	100%
<b>Total</b>	<b>\$ 100,000</b>	<b>100%</b>



<b>SCHEDULE</b>		
	Amount	% of Total
Fiscal Year 2019-20		0%
2020-21		0%
2020-22		0%
2022-23		0%
2023-24	\$ 100,000	100%
2024-25		0%
<b>Total</b>	<b>\$ 100,000</b>	<b>0%</b>

CAPITAL IMPROVEMENT PROGRAM  
PROJECT DETAIL SHEET

PROJECT: **4th UV Disinfection Module**

Project Number:

Project Cost: \$ 30,000

Description: Effluent channel and UV system was designed for addition of 4th UV module when flow increase above capacity of disinfection system.

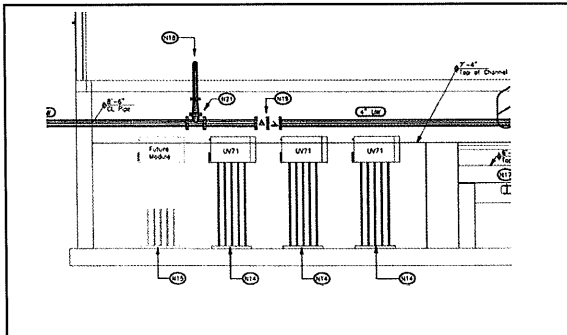
Benefits: Have funds available to purchase 4th module, increased disinfection capacity.

Cost Calculation: Estimate

O & M Impact: Funded from sewer capital fund.

BUDGET		
	Estimate	% of Total
	\$ 30,000	100%
<b>Total</b>	<b>\$ 30,000</b>	<b>100%</b>

FUNDING SOURCES		
Source	Amount	% of Total
038-435	\$ 30,000	100%
<b>Total</b>	<b>\$ 30,000</b>	<b>100%</b>



SCHEDULE		
Fiscal Year	Amount	% of Total
2019-20		0%
2020-21		0%
2021-22		0%
2022-23		0%
2023-24	\$ 30,000	100%
2024-25		0%
<b>Total</b>	<b>\$ 30,000</b>	<b>100%</b>

**CAPITAL IMPROVEMENT PROGRAM  
PROJECT DETAIL SHEET**

**PROJECT:** **Ultraviolet (UV) PLC Upgrade**

Project Number:

Project Cost: \$ 60,000

Description: Updated Programmable Logic Controller (PLC) for the ultraviolet (UV) control panel with ability to be tied into SCADA.

Benefits: PLC supplied with system is very basic, an upgrade would allow all controls for the UV system to be brought into the SCADA system.

Cost Calculation: Estimate

O & M Impact: This will be funded from the Sewer Capital Reserve Fund.

BUDGET	Estimate	% of Total
	\$ 60,000	100%
<b>Total</b>	<b>\$ 60,000</b>	<b>100%</b>

FUNDING SOURCES	Amount	% of Total
Source		
038-435	\$ 60,000	100%
<b>Total</b>	<b>\$ 60,000</b>	<b>100%</b>



SCHEDULE	Amount	% of Total
Fiscal Year		
2019-20		0%
2020-21		0%
2021-22		0%
2022-23		0%
2023-24	\$ 60,000	100%
2024-25		0%
<b>Total</b>	<b>\$ 60,000</b>	<b>100%</b>



CAPITAL IMPROVEMENT PROGRAM  
PROJECT DETAIL SHEET

PROJECT: **Fourth (4th) SBR Basin Construction Project**

Project Number:

Project Cost: \$ 4,100,000

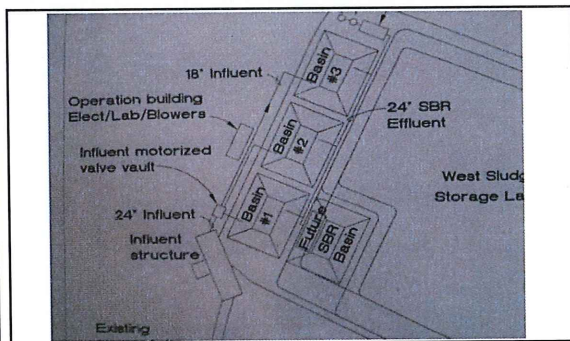
Description: Sewer Treatment plant expansion. Addition of a 4th SBR basin or other treatment plant modification as determined in facilities planning.

Benefits: Allow for increased loading capacity as the city grows. Allow the City to continue to growing with out cutting out development.

Cost Calculation: Need engineering report to finalize

O & M Impact: Treatment is nearing capacity, without expansion the system will not be able to handle the additional loading from growth or will be at risk of permit violations.

BUDGET			FUNDING SOURCES		
	Estimate	% of Total	Source	Amount	% of Total
	\$ 4,100,000	100%	038-435	\$ 4,100,000	100%
<b>Total</b>	<b>\$ 4,100,000</b>	<b>100%</b>	<b>Total</b>	<b>\$ 4,100,000</b>	<b>100%</b>



SCHEDULE		
Fiscal Year	Amount	% of Total
2019-20		0%
2020-21		0%
2021-22		0%
2022-23		0%
2023-24	\$ 4,100,000	100%
2024-25		0%
<b>Total</b>	<b>\$ 4,100,000</b>	<b>100%</b>

CAPITAL IMPROVEMENT PROGRAM  
PROJECT DETAIL SHEET

PROJECT: **WWTP Headworks Parallel Fine Screen Project**

Project Number:

Project Cost: \$ 40,000

Description: Remove bar screen from bypass channel and install a fine screen.

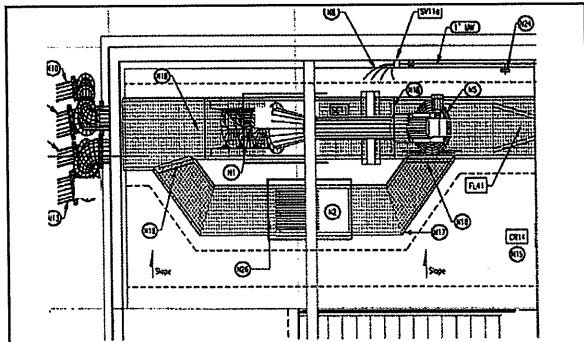
Benefits: Eliminate screenings bypass.

Cost Calculation: Estimate

O & M Impact: This will be funded from the Sewer Capital Reserve Fund.

BUDGET		
	Estimate	% of Total
	\$ 40,000	100%
<b>Total</b>	<b>\$ 40,000</b>	<b>100%</b>

FUNDING SOURCES		
Source	Amount	% of Total
038-435	\$ 40,000	100%
<b>Total</b>	<b>\$ 40,000</b>	<b>100%</b>



SCHEDULE		
Fiscal Year	Amount	% of Total
2019-20		0%
2020-21		0%
2021-22		0%
2022-23		0%
2023-24	\$ 40,000	100%
2024-25		0%
<b>Total</b>	<b>\$ 40,000</b>	<b>100%</b>

**CAPITAL IMPROVEMENT PROGRAM  
PROJECT DETAIL SHEET**

**PROJECT:** **Biosolids Removal Project**

**Project Number:**

**Project Cost:** \$ 500,000

**Description:** Project to remove the accumulated biosolids in the West Sludge Lagoon.

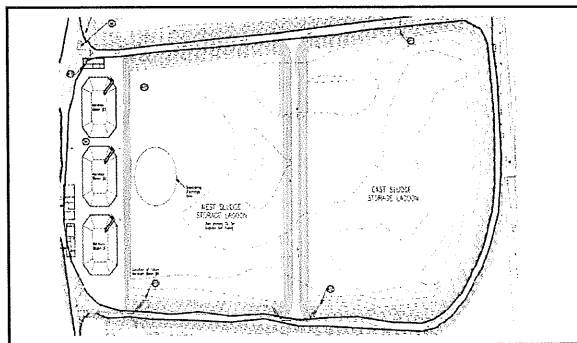
**Benefits:** The West sludge lagoon is nearing capacity. Once the East sludge lagoon is put online we will need to work on quantifying and qualifying the solids in the West lagoon. This sludge needs removed before the east sludge lagoon reaches capacity.

**Cost Calculation:** Estimate

**O & M Impact:** The biosolids removal process is heavily regulated. The West Sludge Lagoon will have to have the solids removed so that we can continue to have a location to store solids.

<b>BUDGET</b>		
	Estimate	% of Total
Engineering	\$ 500,000	100%
<b>Total</b>	<b>\$ 500,000</b>	<b>100%</b>

<b>FUNDING SOURCES</b>		
Source	Amount	% of Total
038-435	\$ 500,000	100%
<b>Total</b>	<b>\$ 500,000</b>	<b>100%</b>



<b>SCHEDULE</b>		
Fiscal Year	Amount	% of Total
2019-20		0%
2020-21		0%
2021-22		0%
2022-23		0%
2023-24	\$ 500,000	100%
2024-25		0%
<b>Total</b>	<b>\$ 500,000</b>	<b>100%</b>

CAPITAL IMPROVEMENT PROGRAM  
PROJECT DETAIL SHEET

PROJECT: **Pump Station Generator Undetermined Locations 6**

Project Number: 620046

Project Cost: \$ 250,000

Description: Install stationary generator and transfer switches.

Benefits: Onsite power generation for critical pump station. Necessary for emergency flow during extended power outages. We will focus on bottle necks first, then work outward from there.

Cost Calculation: Estimate

O & M Impact: This will be funded from the Sewer Capital Reserve Fund.

BUDGET			FUNDING SOURCES		
	Estimate	% of Total	Source	Amount	% of Total
	\$ 50,000	100%	038-430-620046	\$ 50,000	100%
<b>Total</b>	<b>\$ 50,000</b>	<b>100%</b>	<b>Total</b>	<b>\$ 50,000</b>	<b>100%</b>



SCHEDULE		
Fiscal Year	Amount	% of Total
2019-20		0%
2020-21		0%
2021-22		0%
2022-23		0%
2023-24		0%
2024-25	\$ 50,000	100%
<b>Total</b>	<b>\$ 50,000</b>	<b>100%</b>

**CAPITAL IMPROVEMENT PROGRAM  
PROJECT DETAIL SHEET**

PROJECT: **Pump Station Bypass Program**

Project Number: 620033

Project Cost: \$ 60,000

Description: Install vaults, valves, and piping to connect a bypass pump up the sanitary sewer force mains adjacent to the pump stations.

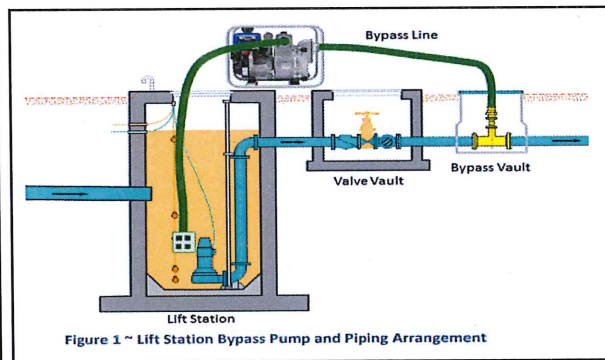
Benefits: Gives alternative pumping options when built in equipment fails or is overloaded. Reduces need to have pumper trucks move water when pumps are inoperable.

Cost Calculation: Estimate

O & M Impact: This will be funded from the Sewer Capital Reserve Fund.

<b>BUDGET</b>		
	Estimate	% of Total
	\$ 60,000	100%
<b>Total</b>	<b>\$ 60,000</b>	<b>100%</b>

<b>FUNDING SOURCES</b>		
Source	Amount	% of Total
038-430-620033	\$ 60,000	100%
<b>Total</b>	<b>\$ 60,000</b>	<b>100%</b>



<b>SCHEDULE</b>		
Fiscal Year	Amount	% of Total
2019-20		0%
2020-21		0%
2021-22		0%
2022-23		0%
2023-24		0%
2024-25	\$ 60,000	100%
<b>Total</b>	<b>\$ 60,000</b>	<b>100%</b>



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## ***Sanitation***

**CAPITAL IMPROVEMENT PROGRAM  
PROJECT DETAIL SHEET**

**PROJECT:** Remodel of Public Works Offices

**Project Number:** 620091

**Project Cost:** \$ 10,000

**Description:** Remodel of Public Works offices; continue work on break room and warehouse.

**Benefits:** Provide space for engineering, file storage, electronic equipment storage, small conference room, and additional office space area for staff.

**Cost Calculation:** Estimate

**O & M Impact:** This will be funded by a percentage across all of the Public Works divisions.

<b>BUDGET</b>			
	Estimate		% of Total
Construction	\$ 10,000		100%
<b>Total</b>	<b>\$ 10,000</b>		<b>100%</b>

<b>FUNDING SOURCES</b>			
Source	Amount		% of Total
Parks 001-429	\$ 255		2.55%
Storm 028-430	\$ 853		8.53%
Water 029-430	\$ 3,489		34.89%
Sanitation 034-430	\$ 2,340		23.40%
Sewer 038-430	\$ 2,808		28.08%
Streets 040-431	\$ 255		2.55%
<b>Total</b>	<b>\$ 10,000</b>		<b>100%</b>



<b>SCHEDULE</b>		
Fiscal Year	Amount	% of Total
2019-20	\$ 10,000	100%
2020-21		0%
2021-22		0%
2022-23		0%
2023-24		0%
2024-25		0%
<b>Total</b>	<b>\$ 10,000</b>	<b>100%</b>



CAPITAL IMPROVEMENT PROGRAM  
PROJECT DETAIL SHEET

PROJECT: **SW 1st Street Recycling Center Upgrades**

Project Number: 620001

Project Cost: \$ 25,000

Description: Rebuild recycling center on SW 1st Street west of S Main Avenue.

Benefits: Improve circulation and appearances for existing recycling center. Provide lighting and a paved surface to improve maintenance.

Cost Calculation: Eng. Estimate

O & M Impact: Funded from Sanitation Capital Reserve Fund.

BUDGET		
	Estimate	% of Total
Construction	\$ 25,000	100%
<b>Total</b>	<b>\$ 25,000</b>	<b>100%</b>

FUNDING SOURCES		
Source	Amount	% of Total
034-430-620001	\$ 25,000	100%
<b>Total</b>	<b>\$ 25,000</b>	<b>100%</b>



SCHEDULE		
Fiscal Year	Amount	% of Total
2019-20	\$ 25,000	100%
2020-21		0%
2021-22		0%
2022-23		0%
2023-24		0%
2024-25		0%
<b>Total</b>	<b>\$ 25,000</b>	<b>100%</b>

**CAPITAL IMPROVEMENT PROGRAM  
PROJECT DETAIL SHEET**

**PROJECT:** Truck Washout Facility

**Project Number:**

**Project Cost:** \$ 50,000

**Description:** Develop a site to clean out the garbage trucks.

**Benefits:** Designated site that would collect the trash that blows off of the trucks when cleaning garbage truck and other City equipment.

**Cost Calculation:** Eng. Estimate

**O & M Impact:** Funded from Sanitation Capital Reserve Fund.

<b>BUDGET</b>		
	Estimate	% of Total
Construction	\$ 50,000	100%
<b>Total</b>	<b>\$ 50,000</b>	<b>100%</b>

<b>FUNDING SOURCES</b>		
	Amount	% of Total
Source 034-430	\$ 50,000	100%
<b>Total</b>	<b>\$ 50,000</b>	<b>100%</b>



<b>SCHEDULE</b>		
Fiscal Year	Amount	% of Total
2019-20		0%
2020-21		0%
2021-22		0%
2022-23	\$50,000	100%
2023-24		0%
2024-25		0%
<b>Total</b>	<b>\$ 50,000</b>	<b>100%</b>



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## **Streets**

**CAPITAL IMPROVEMENT PROGRAM  
PROJECT DETAIL SHEET**

**PROJECT:** Remodel of Public Works Offices

**Project Number:** 620091

**Project Cost:** \$ 10,000

**Description:** Remodel of Public Works offices; continue work on break room and warehouse.

**Benefits:** Provide space for engineering, file storage, electronic equipment storage, small conference room, and additional office space area for staff.

**Cost Calculation:** Estimate

**O & M Impact:** This will be funded by a percentage across all of the Public Works divisions.

<b>BUDGET</b>			
	Estimate	%	of Total
Construction	\$ 10,000	100%	100%
<b>Total</b>	<b>\$ 10,000</b>	<b>100%</b>	<b>100%</b>

<b>FUNDING SOURCES</b>			
	Amount	%	of Total
Parks 001-429	\$ 255	2.55%	2.55%
Storm 028-430	\$ 853	8.53%	8.53%
Water 029-430	\$ 3,489	34.89%	34.89%
Sanitation 034-430	\$ 2,340	23.40%	23.40%
Sewer 038-430	\$ 2,808	28.08%	28.08%
Streets 040-431	\$ 255	2.55%	2.55%
<b>Total</b>	<b>\$ 10,000</b>	<b>100%</b>	<b>100%</b>



<b>SCHEDULE</b>		
Fiscal Year	Amount	% of Total
2019-20	\$ 10,000	100%
2020-21		0%
2021-22		0%
2022-23		0%
2023-24		0%
2024-25		0%
<b>Total</b>	<b>\$ 10,000</b>	<b>100%</b>

**CAPITAL IMPROVEMENT PROGRAM  
PROJECT DETAIL SHEET**

PROJECT: **N Main Ave and NW 7th Pl. (NW Warrenton Dr. to NE 5th St.)**

Project Number: 620078

Project Cost: \$ 692,000


Description: Add sewer low pressure sewer system and repair & rebuild N Main Ave. and NW 7th Pl.

Benefits: Rebuilding this roadway will dramatically improve rideability and routine maintenance.

Cost Calculation: Eng. Estimate

O & M Impact: This section of roadway requires periodic repairs to potholes and has caused vehicular damage from sections of the old concrete roadway dislodging.

<b>BUDGET</b>			<b>FUNDING SOURCES</b>		
	Estimate	% of Total	Source	Amount	% of Total
Construction	\$ 692,000	100%	Streets 040-431-620078	\$ 567,000	82%
			Sewer 038-430-620078	\$ 125,000	18%
<b>Total</b>	<b>\$ 692,000</b>	<b>100%</b>	<b>Total</b>	<b>\$ 692,000</b>	<b>100%</b>

	<b>SCHEDULE</b>		
	Fiscal Year	Amount	% of Total
	2019-20	\$ 692,000	100%
	2020-21		0%
	2021-22		0%
	2022-23		0%
	2023-24		0%
	2024-25		0%
<b>Total</b>	<b>\$ 692,000</b>	<b>100%</b>	

**CAPITAL IMPROVEMENT PROGRAM  
PROJECT DETAIL SHEET**

PROJECT: **Intersection of SW 9th St and S Main Ave**

Project Number: 620086

Project Cost: \$ 220,000

Description: Improvements to widen the intersection of 9th and Main.

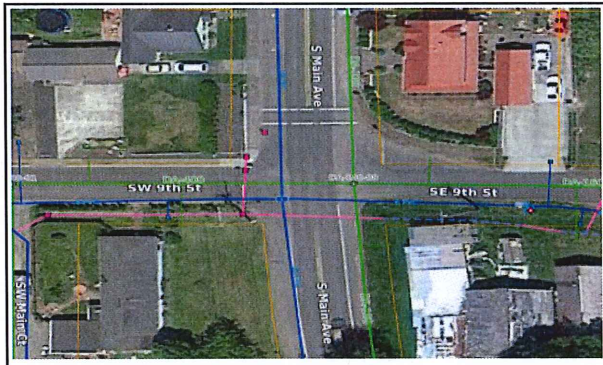
Benefits: Intersection currently does not accommodate all vehicles. This project would make room for large vehicles like fire trucks and school buses.

Cost Calculation: Eng. Estimate

O & M Impact: Funded from State Tax Street Fund.

<b>BUDGET</b>		
	Estimate	% of Total
Construction	\$ 220,000	100%
<b>Total</b>	<b>\$ 220,000</b>	<b>100%</b>

<b>FUNDING SOURCES</b>		
Source	Amount	% of Total
040-431-620086	\$ 220,000	100%
<b>Total</b>	<b>\$ 220,000</b>	<b>100%</b>



<b>SCHEDULE</b>		
Fiscal Year	Amount	% of Total
2019-20	\$ 220,000	100%
2020-21		0%
2021-22		0%
2022-23		0%
2023-24		0%
2024-25		0%
<b>Total</b>	<b>\$ 220,000</b>	<b>100%</b>

**CAPITAL IMPROVEMENT PROGRAM  
PROJECT DETAIL SHEET**

**PROJECT:** **SW 2nd Street (Elm - Gardenia)**  
**Project Number:** 620068  
**Project Cost:** \$ 320,000

**Description:** Construct new roadway for SW 2nd Street between Elm and Gardenia. Design will involve determining if any wetland mitigation needs to be done. Project will likely partner with Clatsop County and North Coast Land Conservancy for mitigation.

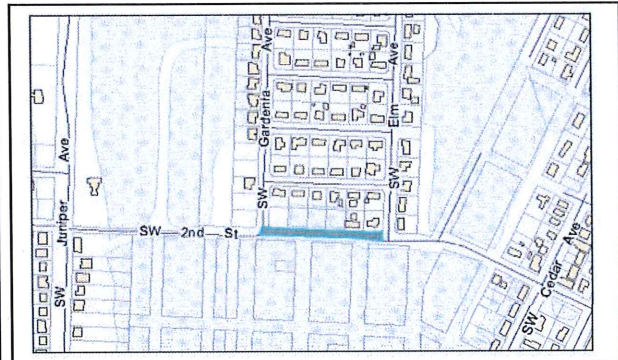
**Benefits:** Connectivity between downtown and Juniper residential area.

**Cost Calculation:** Eng. Estimate

**O & M Impact:** Funded from State Tax Street Fund.

<b>BUDGET</b>			
	Estimate	%	of Total
Construction	\$ 320,000	100%	
<b>Total</b>	<b>\$ 320,000</b>	<b>100%</b>	

<b>FUNDING SOURCES</b>			
	Amount	%	of Total
Source			
040-431-620068	\$ 320,000	100%	
<b>Total</b>	<b>\$ 320,000</b>	<b>100%</b>	



<b>SCHEDULE</b>		
Fiscal Year	Amount	%
2019-20	\$ 320,000	100%
2020-21		0%
2021-22		0%
2022-23		0%
2023-24		0%
2024-25		0%
<b>Total</b>	<b>\$ 320,000</b>	<b>100%</b>



**CAPITAL IMPROVEMENT PROGRAM  
PROJECT DETAIL SHEET**

PROJECT: **SW 4th Street (S Main Ave - SW Alder Ct)**  
 Project Number: 620084  
 Project Cost: \$ 836,000

Description: Improve SW 4th Street roadway between S Main Ave. and SW Alder Court, add sidewalk, and move powerline underground for street lights. Replace 500 LF of undersized waterline with new 8" main.

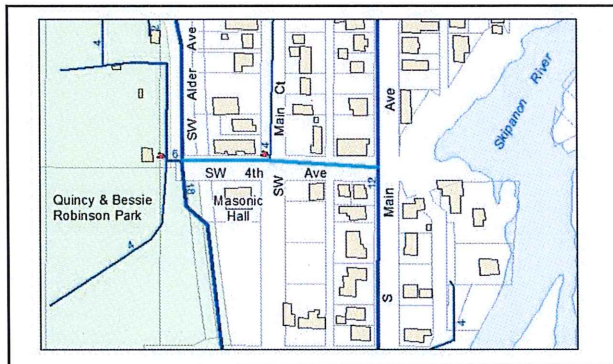
Benefits: Rebuild deteriorated and irregular roadway.

Cost Calculation: Eng. Estimate

O & M Impact: Funded from State Tax Street Fund, Water Fund Capital Reserve, Storm Sewer Capital Reserve, and Urban Renewal.

<b>BUDGET</b>		
	Estimate	% of Total
Construction	\$ 836,000	100%
<b>Total</b>	<b>\$ 836,000</b>	<b>100%</b>

<b>FUNDING SOURCES</b>		
Source	Amount	% of Total
Streets 040-431	\$ 218,000	26.1%
Urban 200-800	\$ 412,000	49.3%
Water 029-430	\$ 58,000	6.9%
Storm 028-430	\$ 148,000	17.7%
<b>Total</b>	<b>\$ 836,000</b>	<b>100%</b>



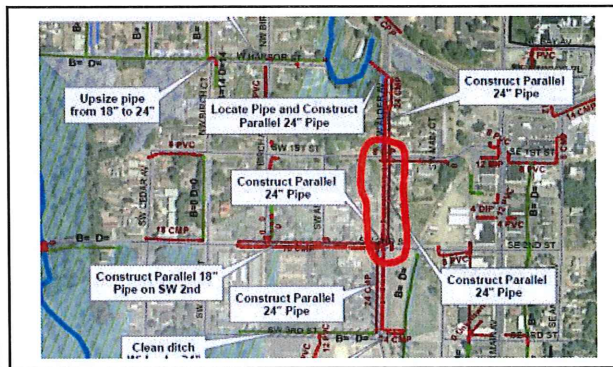
<b>SCHEDULE</b>		
Fiscal Year	Amount	% of Total
2019-20	\$ 836,000	100%
2020-21		0%
2021-22		0%
2022-23		0%
2023-24		0%
2024-25		0%
<b>Total</b>	<b>\$ 836,000</b>	<b>100%</b>

CAPITAL IMPROVEMENT PROGRAM  
PROJECT DETAIL SHEET

PROJECT:	<b>SW Alder Ave (2nd to 1st)</b>	
Project Number:	620087	
Project Cost:	\$ 450,000	
Description:	Reconstruct the road, address existing deficiencies in storm water conveyance network by constructing 24" pipe from SW 2nd St to SW 1st.	
Benefits:	Reduce flooding and provide better drainage throughout town.	
Cost Calculation:	Eng. Estimate	
O & M Impact:	Funded from State Tax Street Fund.	

BUDGET		
	Estimate	% of Total
Construction	\$ 450,000	100%
<b>Total</b>	<b>\$ 450,000</b>	<b>100%</b>

FUNDING SOURCES		
Source	Amount	% of Total
Storm 028-430	\$ 125,000.00	28%
Streets 040-431	\$ 325,000.00	72%
<b>Total</b>	<b>\$ 450,000</b>	<b>100%</b>



SCHEDULE		
Fiscal Year	Amount	% of Total
2019-20	\$ 450,000	100%
2020-21		0%
2021-22		0%
2022-23		0%
2023-24		0%
2024-25		0%
<b>Total</b>	<b>\$ 450,000</b>	<b>100%</b>

**CAPITAL IMPROVEMENT PROGRAM  
PROJECT DETAIL SHEET**

**PROJECT:** Warrenton Trails Wayfinding Signs

**Project Number:** 620012

**Project Cost:** \$ 50,000

**Description:** Improve wayfinding signage and visibility of Warrenton Waterfront Trail.

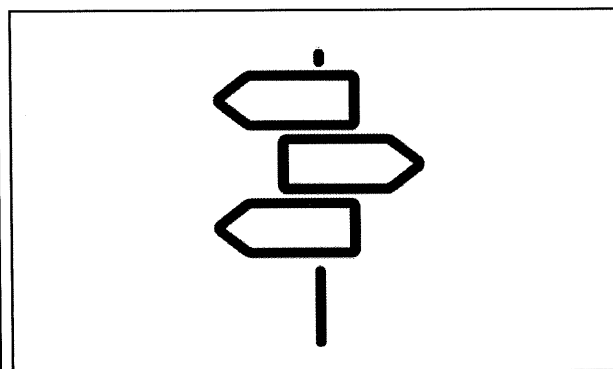
**Benefits:** Provide a bicycle wayfinding signage network to help guide bicyclists to and from local destinations via bike routes and trails

**Cost Calculation:** TSP

**O & M Impact:** Funded from State Tax Street Fund.

<b>BUDGET</b>			
	Estimate		% of Total
Construction	\$ 50,000		100%
<b>Total</b>	<b>\$ 50,000</b>		<b>100%</b>

<b>FUNDING SOURCES</b>			
	Amount		% of Total
Source			
040-431-620012	\$ 50,000		100%
<b>Total</b>	<b>\$ 50,000</b>		<b>100%</b>



<b>SCHEDULE</b>			
Fiscal Year	Amount		% of Total
2019-20	\$ 50,000		100%
2020-21			0%
2021-22			0%
2022-23			0%
2023-24			0%
2024-25			0%
<b>Total</b>	<b>\$ 50,000</b>		<b>100%</b>

CAPITAL IMPROVEMENT PROGRAM  
PROJECT DETAIL SHEET

PROJECT: Upgrade Curb and Sidewalk at Elementary School

Project Number: 620013

Project Cost: \$ 40,000

Description: Upgrade curb and crosswalks to be ADA-compliant at Warrenton Elementary School

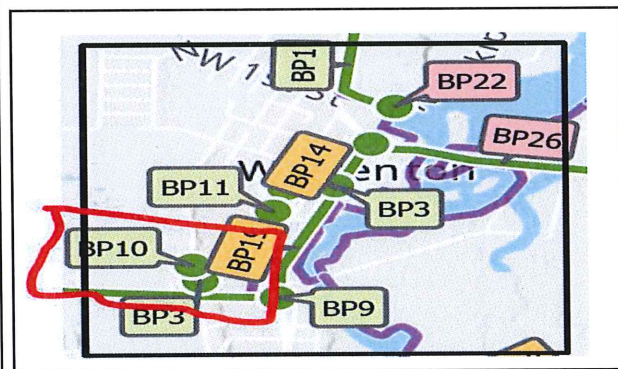
Benefits: Conform with federal requirements.

Cost Calculation: TSP

O & M Impact: Funded from State Tax Street Fund.

BUDGET			
	Estimate	\$	% of Total
Construction	\$	40,000	100%
<b>Total</b>	<b>\$</b>	<b>40,000</b>	<b>100%</b>

FUNDING SOURCES			
Source	Amount	\$	% of Total
040-431-620013	\$	40,000	100%
<b>Total</b>	<b>\$</b>	<b>40,000</b>	<b>100%</b>



SCHEDULE			
Fiscal Year	Amount	\$	% of Total
2019-20	\$	40,000	100%
2020-21			0%
2021-22			0%
2022-23			0%
2023-24			0%
2024-25			0%
<b>Total</b>	<b>\$</b>	<b>40,000</b>	<b>100%</b>

CAPITAL IMPROVEMENT PROGRAM  
PROJECT DETAIL SHEET

PROJECT: **N Main Ave and NW 7th Pl. (NW Warrenton Dr. to NE 5th St.)**

Project Number: 620078

Project Cost: \$ 551,000

Description: These funds will be used to complete the street project with an increased width and sidewalk.

Benefits: Rebuilding this roadway will dramatically improve rideability and routine maintenance.

Cost Calculation: Eng. Estimate

O & M Impact: This section of roadway requires periodic repairs to potholes and has caused vehicular damage from sections of the old concrete roadway dislodging.

BUDGET			FUNDING SOURCES		
	Estimate	% of Total	Source	Amount	% of Total
Construction	\$ 551,000	100%	040-431-620078	\$ 551,000	100%
<b>TOTAL</b>	<b>\$ 551,000</b>	<b>100%</b>	<b>TOTAL</b>	<b>\$ 551,000</b>	<b>100%</b>



SCHEDULE		
Fiscal Year	Amount	% of Total
2019-20		0%
2020-21	\$ 551,000	100%
2021-22		0%
2022-23		0%
2023-24		0%
2024-25		0%
<b>TOTAL</b>	<b>\$ 551,000</b>	<b>100%</b>

**CAPITAL IMPROVEMENT PROGRAM  
PROJECT DETAIL SHEET**

PROJECT: **SE 2nd Street (SE Marlin -Warrenton Commercial Center)**

Project Number:

Project Cost: \$ 100,000

Description: Rebuild SE 2nd Street east of SE Marlin Ave to old Costco site.

Benefits: Roadway has outlived its useful life.

Cost Calculation: Eng. Estimate

O & M Impact: Funded from State Tax Street Fund.

<b>BUDGET</b>		
	Estimate	% of total
Engineering	\$ 15,000	15%
Construction	\$ 85,000	85%
<b>Total</b>	<b>\$ 100,000</b>	<b>100%</b>

<b>FUNDING SOURCES</b>		
Source	Amount	% of total
040-431	\$ 100,000	100%
<b>Total</b>	<b>\$ 100,000</b>	<b>100%</b>



<b>SCHEDULE</b>		
Fiscal Year	Amount	% of total
2019-20		0%
2020-21	\$ 100,000	100%
2021-22		0%
2022-23		0%
2023-24		0%
2024-25		0%
<b>Total</b>	<b>\$ 100,000</b>	<b>100%</b>

**CAPITAL IMPROVEMENT PROGRAM  
PROJECT DETAIL SHEET**

<b>PROJECT:</b>	<b>Bicycle Parking</b>
Project Number:	
Project Cost:	\$ 5,000
<b>Description:</b>	Install bicycle parking at points of interest, such as downtown Warrenton, the city park, and the Warrenton soccer complex
<b>Benefits:</b>	Provide secure places for people to store their bikes while traveling across town on bicycles.
<b>Cost Calculation:</b>	Eng. Estimate
<b>O &amp; M Impact:</b>	Funded from State Tax Street Fund.

<b>BUDGET</b>		
	Estimate	% of Total
Construction	\$ 5,000	100%
<b>Total</b>	<b>\$ 5,000</b>	<b>100%</b>

<b>FUNDING SOURCES</b>		
Source	Amount	% of Total
040-431	\$ 5,000	100%
<b>Total</b>	<b>\$ 5,000</b>	<b>100%</b>



<b>SCHEDULE</b>		
Fiscal Year	Amount	% of Total
2019-20		0%
2020-21	\$ 5,000	100%
2021-22		0%
2022-23		0%
2023-24		0%
2024-25		0%
<b>Total</b>	<b>\$ 5,000</b>	<b>100%</b>

**CAPITAL IMPROVEMENT PROGRAM  
PROJECT DETAIL SHEET**

PROJECT: Community Center and City Park Crosswalk

Project Number:

Project Cost: \$ 30,000

Description: New marked crosswalks near community center/park. The crossings at SW 4th street would also require installation of new curb.

Benefits: Increase pedestrian safety

Cost Calculation: TSP

O & M Impact: Funded from State Tax Street Fund.

BUDGET	Estimate	% of Total
Construction	\$ 30,000	100%
<b>Total</b>	<b>\$ 30,000</b>	<b>100%</b>

FUNDING SOURCES	Amount	% of Total
Source 040-431	\$ 30,000	100%
<b>Total</b>	<b>\$ 30,000</b>	<b>100%</b>



SCHEDULE	Amount	% of Total
Fiscal Year 2019-20		0%
2020-21	\$ 30,000	100%
2021-22		0%
2022-23		0%
2023-24		0%
2024-25		0%
<b>Total</b>	<b>\$ 30,000</b>	<b>100%</b>



**CAPITAL IMPROVEMENT PROGRAM  
PROJECT DETAIL SHEET**

**PROJECT:** SE 2nd Street Improvement Project (Main - Skipanon River Park)

**Project Number:**  

**Project Cost:** \$ 281,000.00

**Description:** Rebuild SE 2nd Street between S. Main St. and SE Anchor.

**Benefits:** Roadway west of SE Anchor has outlived its useful life and no pavement exists between SE Anchor and the Skipanon Boat Launch feature.

**Cost Calculation:** Eng. Estimate

**O & M Impact:** Funded from State Tax Street Fund. Could also use Urban Renewal Funds as a downtown enhancement project.

BUDGET	Estimate	% of Total
Engineering	\$ 43,000	15%
Construction	\$ 238,000	85%
<b>Total</b>	<b>\$ 281,000</b>	<b>100%</b>

FUNDING SOURCES	Amount	% of Total
Source 040-431	\$ 281,000	100%
<b>Total</b>	<b>\$ 281,000</b>	<b>100%</b>



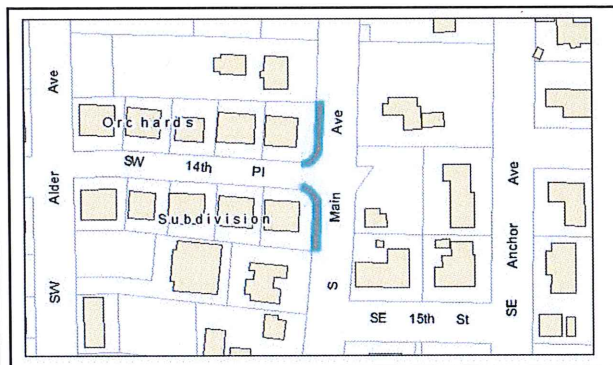
SCHEDULE	Amount	% of Total
Fiscal Year 2019-20		0%
2020-21		0%
2021-22	\$ 281,000	100%
2022-23		0%
2023-24		0%
2024-25		0%
<b>Total</b>	<b>\$ 281,000</b>	<b>100%</b>

**CAPITAL IMPROVEMENT PROGRAM  
PROJECT DETAIL SHEET**

<b>PROJECT:</b>	<b>S. Main Avenue &amp; SW 14th Place (Orchard Subdivision) Sidewalks</b>
<b>Project Number:</b>	
<b>Project Cost:</b>	\$ 24,000
<b>Description:</b>	Provide future sidewalks on South Main Ave per agreement with Orchard Subdivision developer.
<b>Benefits:</b>	Project is not viable without significant funding to address drainage and a realistic construction cost.
<b>Cost Calculation:</b>	Eng. Estimate
<b>O &amp; M Impact:</b>	Funding from Developer's Bond. Historically used as a placeholder to retain funding from Sub divider's Bond.

<b>BUDGET</b>		
	Estimate	% of Total
Design	\$ 8,000	33%
Construction	\$ 16,000	67%
<b>Total</b>	<b>\$ 24,000</b>	<b>100%</b>

<b>FUNDING SOURCES</b>		
	Amount	% of Total
Developer	\$ 8,000	33%
040-431	\$ 16,000	67%
<b>Total</b>	<b>\$ 24,000</b>	<b>100%</b>



<b>SCHEDULE</b>		
Fiscal Year	Amount	% of Total
2019-20		0%
2020-21		0%
2021-22	\$ 24,000	100%
2022-23		0%
2023-24		0%
2024-25		0%
<b>Total</b>	<b>\$ 24,000</b>	<b>100%</b>

**CAPITAL IMPROVEMENT PROGRAM  
PROJECT DETAIL SHEET**

**PROJECT:** Enhanced Bicycle and Pedestrian Connectivity Along SW 9th Street

**Project Number:**

**Project Cost:** \$ 1,160,000

**Description:** Provide enhanced bicycle and pedestrian connectivity along SW 9th Street. Option A: Widen sidewalk to 10 feet on north side Option B: Multiuse path (Cedar Dr. to Ridge Rd)

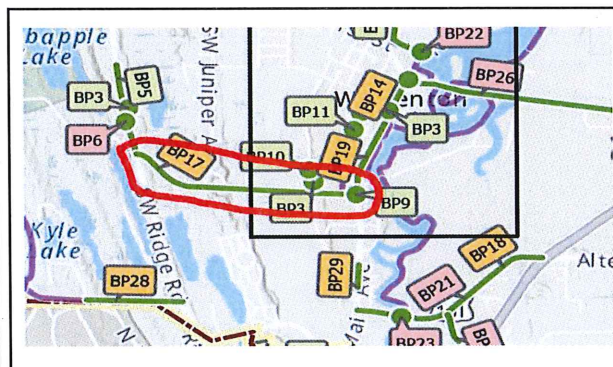
**Benefits:** Promote alternative transportation across town and reduce traffic.

**Cost Calculation:** TSP

**O & M Impact:** Funded from State Tax Street Fund.

<b>BUDGET</b>		
	Estimate	% of Total
Construction	\$ 1,160,000	100%
<b>Total</b>	<b>\$ 1,160,000</b>	<b>100%</b>

<b>FUNDING SOURCES</b>		
	Amount	% of Total
040-431	\$ 1,160,000	100%
<b>Total</b>	<b>\$ 1,160,000</b>	<b>100%</b>



<b>SCHEDULE</b>		
	Amount	% of Total
2019-20		0%
2020-21		0%
2021-22		0%
2022-23	\$ 1,160,000	100%
2023-24		0%
2024-25		0%
<b>Total</b>	<b>\$ 1,160,000</b>	<b>100%</b>

**CAPITAL IMPROVEMENT PROGRAM  
PROJECT DETAIL SHEET**

**PROJECT:** Bike Lanes and Sidewalk on SE Neptune

**Project Number:**

**Project Cost:** \$ 1,400,000

**Description:** Construct bicycle lanes, curb, gutter, and sidewalks on both sides of SW Neptune Avenue between Harbor Drive and US 101.

**Benefits:** Increase pedestrian safety.

**Cost Calculation:** TSP

**O & M Impact:** Funded from State Tax Street Fund.

<b>BUDGET</b>		
	Estimate	% of Total
Construction	\$ 1,400,000	100%
<b>Total</b>	<b>\$ 1,400,000</b>	<b>100%</b>

<b>FUNDING SOURCES</b>		
	Amount	% of Total
040-431	\$ 1,400,000	100%
<b>Total</b>	<b>\$ 1,400,000</b>	<b>100%</b>



<b>SCHEDULE</b>		
Fiscal Year	Amount	% of Total
2019-20		0%
2020-21		0%
2021-22		0%
2022-23		0%
2023-24	\$ 1,400,000	100%
2024-25		0%
<b>Total</b>	<b>\$ 1,400,000</b>	<b>100%</b>



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## ***Storm Sewer***

**CAPITAL IMPROVEMENT PROGRAM  
PROJECT DETAIL SHEET**

**PROJECT:** Remodel of Public Works Offices

**Project Number:** 620091

**Project Cost:** \$ 10,000

**Description:** Remodel of Public Works offices; continue work on break room and warehouse.

**Benefits:** Provide space for engineering, file storage, electronic equipment storage, small conference room, and additional office space area for staff.

**Cost Calculation:** Estimate

**O & M Impact:** This will be funded by a percentage across all of the Public Works divisions.

<b>BUDGET</b>			
	Estimate		% of Total
Construction	\$ 10,000		100%
<b>Total</b>	<b>\$ 10,000</b>		<b>100%</b>

<b>FUNDING SOURCES</b>			
Source	Amount		% of Total
Parks 001-429	\$ 255		2.55%
<b>Storm 028-430</b>	<b>\$ 853</b>		<b>8.53%</b>
Water 029-430	\$ 3,489		34.89%
Sanitation 034-430	\$ 2,340		23.40%
Sewer 038-430	\$ 2,808		28.08%
Streets 040-431	\$ 255		2.55%
<b>Total</b>	<b>\$ 10,000</b>		<b>100%</b>



<b>SCHEDULE</b>		
Fiscal Year	Amount	% of Total
2019-20	\$ 10,000	100%
2020-21		0%
2021-22		0%
2022-23		0%
2023-24		0%
2024-25		0%
<b>Total</b>	<b>\$ 10,000</b>	<b>100%</b>

**CAPITAL IMPROVEMENT PROGRAM  
PROJECT DETAIL SHEET**

PROJECT: **SW 4th Street (S Main Ave - SW Alder Ct)**  
 Project Number: 620084  
 Project Cost: \$ 836,000

Description: Improve SW 4th Street roadway between S Main Ave. and SW Alder Court, add sidewalk, and move powerlines underground for street lights. Replace 500 LF of undersized waterline with new 8" main.

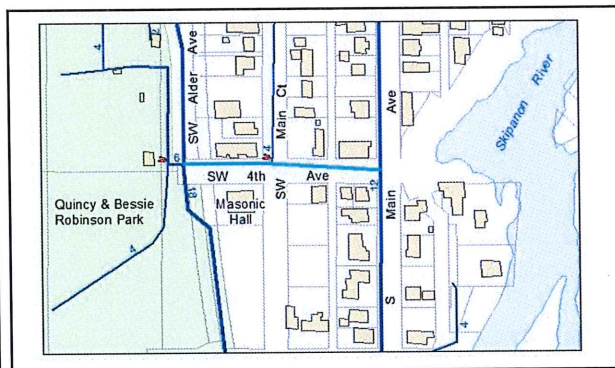
Benefits: Rebuild deteriorated and irregular roadway.

Cost Calculation: Eng. Estimate

O & M Impact: Funded from State Tax Street Fund, Water Fund Capital Reserve, Storm Sewer Capital Reserve, and Urban Renewal.

<b>BUDGET</b>		
	Estimate	% of Total
Construction	\$ 836,000	100%
<b>Total</b>	<b>\$ 836,000</b>	<b>100%</b>

<b>FUNDING SOURCES</b>		
Source	Amount	% of Total
Streets 040-431	\$ 218,000	26.1%
Urban 200-800	\$ 412,000	49.3%
Water 029-430	\$ 58,000	6.9%
<b>Storm 028-430</b>	<b>\$ 148,000</b>	<b>17.7%</b>
<b>Total</b>	<b>\$ 836,000</b>	<b>100%</b>



<b>SCHEDULE</b>		
Fiscal Year	Amount	% of Total
2019-20	\$ 836,000	100%
2020-21		0%
2021-22		0%
2022-23		0%
2023-24		0%
2024-25		0%
<b>Total</b>	<b>\$ 836,000</b>	<b>100%</b>

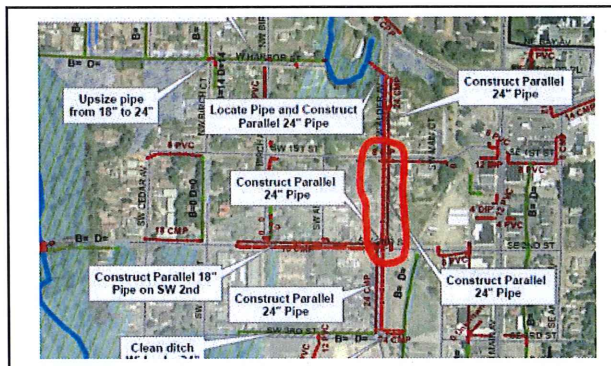


CAPITAL IMPROVEMENT PROGRAM  
PROJECT DETAIL SHEET

PROJECT:	<b>SW Alder Ave (2nd to 1st)</b>	
Project Number:	620087	
Project Cost:	\$ 450,000	
Description:	Reconstruct the road, address existing deficiencies in storm water conveyance network by constructing 24" pipe from SW 2nd St. to SW 1st.	
Benefits:	Reduce flooding and provide better drainage throughout town.	
Cost Calculation:	Eng. Estimate	
O & M Impact:	Funded from Storm Sewer Capital Fund.	

BUDGET			
	Estimate		% of Total
Construction	\$ 450,000		100%
<b>Total</b>	<b>\$ 450,000</b>		<b>100%</b>

FUNDING SOURCES			
Source	Amount		% of Total
Storm 028-430	\$ 125,000		28%
Streets 040-431	\$ 325,000		72%
<b>Total</b>	<b>\$ 450,000</b>		<b>100%</b>



SCHEDULE			
Fiscal Year	Amount		% of Total
2019-20	\$ 450,000		100%
2020-21			0%
2021-22			0%
2022-23			0%
2023-24			0%
2024-25			0%
<b>Total</b>	<b>\$ 450,000</b>		<b>100%</b>

**CAPITAL IMPROVEMENT PROGRAM  
PROJECT DETAIL SHEET**

**PROJECT:** Tide Gate Replacement Program

**Project Number:** 620082

**Project Cost:** \$ 50,000

**Description:** Ongoing capital funding to replace tide gates for dike compliance with Corp of Engineers' requirements. Extent of program to be identified with tide gate inspection efforts.

**Benefits:** Maintain integrity of diking system for flood protection for the City.

**Cost Calculation:** Estimates

**O & M Impact:** Funded from Storm Sewer Capital Fund.

<b>BUDGET</b>		
	Estimate	% of Total
Construction	\$ 50,000	100%
<b>Total</b>	<b>\$ 50,000</b>	<b>100%</b>

<b>FUNDING SOURCES</b>		
	Amount	% of Total
Source 028-430-620082	\$ 50,000	100%
<b>Total</b>	<b>\$ 50,000</b>	<b>100%</b>



<b>SCHEDULE</b>		
Fiscal Year	Amount	% of Total
2019-20	\$ 50,000	100.00%
2020-21		0.00%
2021-22		0.00%
2022-23		0.00%
2023-24		0.00%
2024-25		0.00%
<b>Total</b>	<b>\$ 50,000</b>	<b>100%</b>

**CAPITAL IMPROVEMENT PROGRAM  
PROJECT DETAIL SHEET**

<b>PROJECT:</b>	<b>Tide Gate Replacement Program</b>
<b>Project Number:</b>	620082
<b>Project Cost:</b>	\$ 50,000
<b>Description:</b>	Ongoing capital funding to replace tide gates for dike compliance with Corp of Engineers' requirements. Extent of program to be identified with tide gate inspection efforts.
<b>Benefits:</b>	Maintain integrity of diking system for flood protection for the City.
<b>Cost Calculation:</b>	Estimates
<b>O &amp; M Impact:</b>	Funded from Storm Sewer Capital Fund.

<b>BUDGET</b>		
	Estimate	% of Total
Construction	\$ 50,000	100%
<b>Total</b>	<b>\$ 50,000</b>	<b>100%</b>

<b>FUNDING SOURCES</b>		
Source	Amount	% of Total
028-430-620082	\$ 50,000	100%
<b>Total</b>	<b>\$ 50,000</b>	<b>100%</b>



<b>SCHEDULE</b>		
Fiscal Year	Amount	% of Total
2019-20		0.00%
2020-21	\$ 50,000	100.00%
2021-22		0.00%
2022-23		0.00%
2023-24		0.00%
2024-25		0.00%
<b>Total</b>	<b>\$ 50,000</b>	<b>100%</b>

**CAPITAL IMPROVEMENT PROGRAM  
PROJECT DETAIL SHEET**

**PROJECT:** West Hammond Work

**Project Number:**

**Project Cost:** \$ 450,000

**Description:** Replace and upsize 30" corrugated metal culvert and tide gate in Hammond Marina.

**Benefits:** Increase capacity in system. Will help with drainage if interconnected to the conveyance system east in the Enterprise ditch subbasin. Will decrease unwanted bi-directional flows during high tide.

**Cost Calculation:** Eng. Estimate

**O & M Impact:** Funded from Storm Sewer Capital Fund.

<b>BUDGET</b>		
	Estimate	% of Total
Construction	\$ 450,000	100%
<b>Total</b>	<b>\$ 450,000</b>	<b>100%</b>

<b>FUNDING SOURCES</b>		
	Amount	% of Total
Source 028-430	\$ 450,000	100%
<b>Total</b>	<b>\$ 450,000</b>	<b>100%</b>



<b>SCHEDULE</b>		
	Amount	% of Total
Fiscal Year 2019-20		0%
2020-21	\$ 450,000	100%
2021-22		0%
2022-23		0%
2023-24		0%
2024-25		0%
<b>Total</b>	<b>\$ 450,000</b>	<b>100%</b>

**CAPITAL IMPROVEMENT PROGRAM  
PROJECT DETAIL SHEET**

<b>PROJECT:</b>	<b>Tide Gate Replacement Program</b>
<b>Project Number:</b>	620082
<b>Project Cost:</b>	\$ 50,000
<b>Description:</b>	Ongoing capital funding to replace tide gates for dike compliance with Corp of Engineers' requirements. Extent of program to be identified with tide gate inspection efforts.
<b>Benefits:</b>	Maintain integrity of diking system for flood protection for the City.
<b>Cost Calculation:</b>	Estimates
<b>O &amp; M Impact:</b>	Funded from Storm Sewer Capital Fund.

<b>BUDGET</b>		
	Estimate	% of Total
Construction	\$ 50,000	100%
<b>Total</b>	<b>\$ 50,000</b>	<b>100%</b>

<b>FUNDING SOURCES</b>		
	Amount	% of Total
Source		
028-430-620082	\$ 50,000	100%
<b>Total</b>	<b>\$ 50,000</b>	<b>100%</b>



<b>SCHEDULE</b>		
Fiscal Year	Amount	% of Total
2019-20		0.00%
2020-21		0.00%
2021-22	\$ 50,000	100.00%
2022-23		0.00%
2023-24		0.00%
2024-25		0.00%
<b>Total</b>	<b>\$ 50,000</b>	<b>100%</b>

**CAPITAL IMPROVEMENT PROGRAM  
PROJECT DETAIL SHEET**

**PROJECT:** SW Alder Ave (3rd to 2nd)

**Project Number:**

**Project Cost:** \$ 125,000

**Description:** SWMP Recommendations - Address existing deficiencies in conveyance network.  
Construct 24" pipe on SW Alder Ave. from SW 3rd St to SW 2nd St.

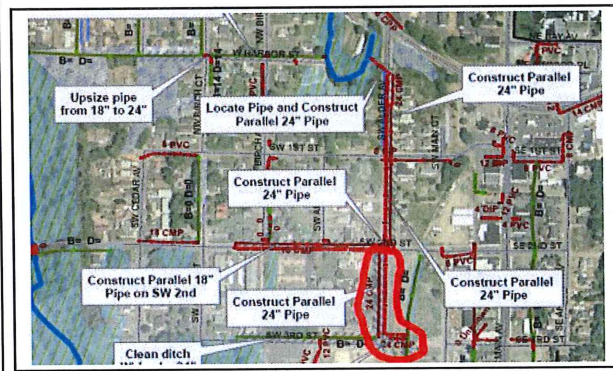
**Benefits:** Reduce flooding and provide better drainage throughout town.

**Cost Calculation:** Eng. Estimate

**O & M Impact:** Funded from Storm Sewer Capital Fund.

<b>BUDGET</b>		
	Estimate	% of Total
Construction	\$ 125,000	100%
<b>Total</b>	<b>\$ 125,000</b>	<b>100%</b>

<b>FUNDING SOURCES</b>		
	Amount	% of Total
Source 028-430	\$ 125,000	100%
<b>Total</b>	<b>\$ 125,000</b>	<b>100%</b>



<b>SCHEDULE</b>		
	Amount	% of Total
Fiscal Year 2019-20		0%
2020-21		0%
2021-22	\$ 125,000	100%
2022-23		0%
2023-24		0%
2024-25		0%
<b>Total</b>	<b>\$ 125,000</b>	<b>100%</b>

**CAPITAL IMPROVEMENT PROGRAM  
PROJECT DETAIL SHEET**

<b>PROJECT:</b>	<b>Tide Gate Replacement Program</b>
Project Number:	620082
Project Cost:	\$ 50,000
Description:	Ongoing capital funding to replace tide gates for dike compliance with Corp of Engineers' requirements. Extent of program to be identified with tide gate inspection efforts.
Benefits:	Maintain integrity of diking system for flood protection for the City.
Cost Calculation:	Estimates
O & M Impact:	Funded from Storm Sewer Capital Fund.

<b>BUDGET</b>		
	Estimate	% of Total
Construction	\$ 50,000	100%
<b>Total</b>	<b>\$ 50,000</b>	<b>100%</b>

<b>FUNDING SOURCES</b>		
Source	Amount	% of Total
028-430-620082	\$ 50,000	100%
<b>Total</b>	<b>\$ 50,000</b>	<b>100%</b>



<b>SCHEDULE</b>		
Fiscal Year	Amount	% of Total
2019-20		0.00%
2020-21		0.00%
2021-22		0.00%
2022-23	\$ 50,000	100.00%
2023-24		0.00%
2024-25		0.00%
<b>Total</b>	<b>\$ 50,000</b>	<b>100%</b>

**CAPITAL IMPROVEMENT PROGRAM  
PROJECT DETAIL SHEET**

**PROJECT:** SW Alder Ave (1st to W Harbor)

**Project Number:**

**Project Cost:** \$ 125,000

**Description:** SWMP Recommendations - Address existing deficiencies in conveyance network.  
Construct 24" pipe from SW 1st to W Harbor.

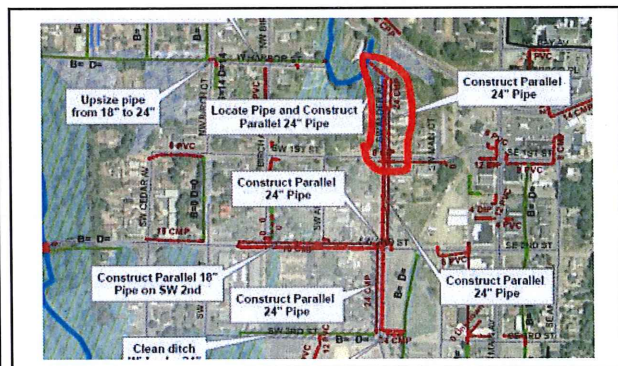
**Benefits:** Reduce flooding and provide better drainage throughout town.

**Cost Calculation:** Eng. Estimate

**O & M Impact:** Funded from Storm Sewer Capital Fund.

BUDGET	Estimate	% of Total
Construction	\$ 125,000	100%
<b>Total</b>	<b>\$ 125,000</b>	<b>100%</b>

FUNDING SOURCES		
Source	Amount	% of Total
028-430	\$ 125,000	100%
<b>Total</b>	<b>\$ 125,000</b>	<b>100%</b>



SCHEDULE		
Fiscal Year	Amount	% of Total
2019-20		0%
2020-21		0%
2021-22		0%
2022-23	\$ 125,000	100%
2023-24		0%
2024-25		0%
<b>Total</b>	<b>\$ 125,000</b>	<b>100%</b>



**CAPITAL IMPROVEMENT PROGRAM  
PROJECT DETAIL SHEET**

**PROJECT:** Tide Gate Replacement Program

**Project Number:** 620082

**Project Cost:** \$ 50,000

**Description:** Ongoing capital funding to replace tide gates for dike compliance with Corp of Engineers' requirements. Extent of program to be identified with tide gate inspection efforts.

**Benefits:** Maintain integrity of diking system for flood protection for the City.

**Cost Calculation:** Estimates

**O & M Impact:** Funded from Storm Sewer Capital Fund.

<b>BUDGET</b>		
	Estimate	% of Total
Construction	\$ 50,000	100%
<b>Total</b>	<b>\$ 50,000</b>	<b>100%</b>

<b>FUNDING SOURCES</b>		
	Amount	% of Total
028-430-620082	\$ 50,000	100%
<b>Total</b>	<b>\$ 50,000</b>	<b>100%</b>



<b>SCHEDULE</b>		
Fiscal Year	Amount	% of Total
2019-20		0.00%
2020-21		0.00%
2021-22		0.00%
2022-23		0.00%
2023-24	\$ 50,000	100.00%
2024-25		0.00%
<b>Total</b>	<b>\$ 50,000</b>	<b>100%</b>

**CAPITAL IMPROVEMENT PROGRAM  
PROJECT DETAIL SHEET**

**PROJECT:** O&M and Alder Monitoring

**Project Number:**  

**Project Cost:** \$ 160,000

**Description:** SWMP Recommendations - Develop O&M plan to clear and maintain City drainage. Monitor water elevations on Alder Creek.

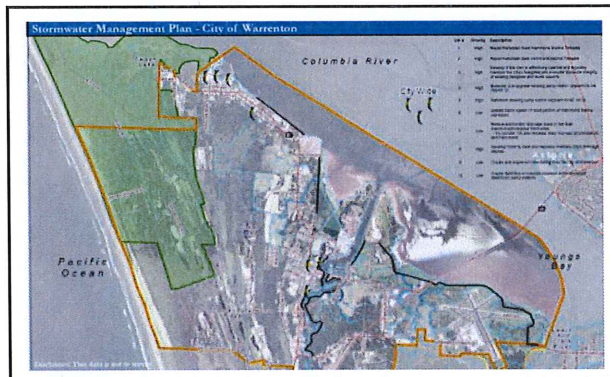
**Benefits:** Reduce flooding and provide better drainage throughout town.

**Cost Calculation:** Eng. Estimate

**O & M Impact:** Funded from Storm Sewer Capital Fund

<b>BUDGET</b>		
	Estimate	% of total
Design/Planning	\$ 160,000	100%
<b>Total</b>	<b>\$ 160,000</b>	<b>100%</b>

<b>FUNDING SOURCES</b>		
Source	Amount	% of total
028-430	\$ 160,000	100%
<b>Total</b>	<b>\$ 160,000</b>	<b>100%</b>



<b>SCHEDULE</b>		
Fiscal Year	Amount	% of total
2019-20		0%
2020-21		0%
2021-22		0%
2022-23		0%
2023-24	\$ 160,000	100%
2024-25		0%
<b>Total</b>	<b>\$ 160,000</b>	<b>100%</b>

**CAPITAL IMPROVEMENT PROGRAM  
PROJECT DETAIL SHEET**

**PROJECT:** Tide Gate Replacement Program

**Project Number:** 620082

**Project Cost:** \$ 50,000

**Description:** Ongoing capital funding to replace tide gates for dike compliance with Corp of Engineers' requirements. Extent of program to be identified with tide gate inspection efforts.

**Benefits:** Maintain integrity of diking system for flood protection for the City.

**Cost Calculation:** Estimates

**O & M Impact:** Funded from Storm Sewer Capital Fund.

<b>BUDGET</b>			<b>FUNDING SOURCES</b>		
	Estimate	% of Total	Source	Amount	% of Total
Construction	\$ 50,000	100%	028-430-620082	\$ 50,000	100%
<b>Total</b>	<b>\$ 50,000</b>	<b>100%</b>	<b>Total</b>	<b>\$ 50,000</b>	<b>100%</b>



<b>SCHEDULE</b>		
Fiscal Year	Amount	% of Total
2019-20		0.00%
2020-21		0.00%
2021-22		0.00%
2022-23		0.00%
2023-24		0.00%
2024-25	\$ 50,000	100.00%
<b>Total</b>	<b>\$ 50,000</b>	<b>100%</b>

**CAPITAL IMPROVEMENT PROGRAM  
PROJECT DETAIL SHEET**

**PROJECT:** Upsize Storm System in Hammond Marina

**Project Number:**

**Project Cost:** \$ 494,396

**Description:** Upsize storm water system in Hammond per SWMP recommendations. This includes the \$50,000 set aside each year to fund SWMP Recommendations.

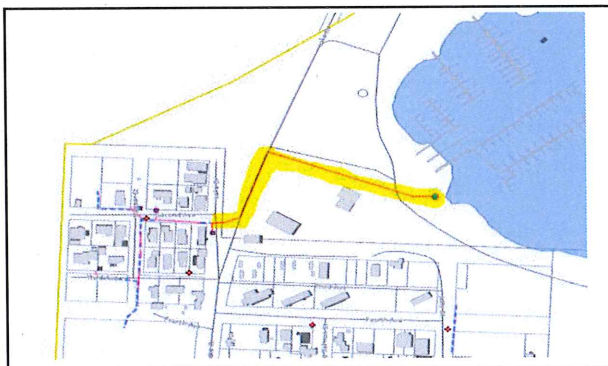
**Benefits:** Reduce flooding and provide better drainage throughout town.

**Cost Calculation:** Eng. Estimate

**O & M Impact:** Funded from Storm Sewer Capital Fund and Storm Sewer SDC

<b>BUDGET</b>		
	Estimate	% of Total
Construction	\$ 494,396	100%
<b>Total</b>	<b>\$ 494,396</b>	<b>100%</b>

<b>FUNDING SOURCES</b>		
Source	Amount	% of Total
Storm 028-430	\$ 425,000	86%
Storm SDC 051-410	\$ 69,396	14%
<b>Total</b>	<b>\$ 494,396</b>	<b>100%</b>



<b>SCHEDULE</b>		
Fiscal Year	Amount	% of Total
2019-20		0%
2020-21		0%
2021-22		0%
2022-23		0%
2023-24		0%
2024-25	\$ 494,396	100%
<b>Total</b>	<b>\$ 494,396</b>	<b>100%</b>



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## ***Public Works Equipment***

**CAPITAL IMPROVEMENT PROGRAM  
PROJECT DETAIL SHEET**

<b>PROJECT:</b>	<b>1-Ton Service Truck Purchase</b>
<b>Project Number:</b>	610005
<b>Project Cost:</b>	\$ 50,000
<b>Description:</b>	Ongoing service truck replacement program to keep the Public Works service vehicle fleet in good shape. Trucks are replaced on an annual basis.
<b>Benefits:</b>	Keeps the PW fleet in good condition.
<b>Cost Calculation:</b>	New
<b>O &amp; M Impact:</b>	By buying a new truck every year, the oldest service vehicle in the fleet is assured to be no more than six years old. This keeps maintenance costs at a minimum.

<b>BUDGET</b>			<b>FUNDING SOURCES</b>		
	Estimate	% of Total	Source	Amount	% of Total
	\$ 50,000	100%	Parks 001-429	\$ 1,000	2%
			Storm 028-430	\$ 1,500	3%
			Water 029-430	\$ 21,000	42%
			Sanitation 034-430	\$ 6,500	13%
			Sewer 038-430	\$ 15,500	31%
			Streets 040-431	\$ 4,500	9%
<b>Total</b>	<b>\$ 50,000</b>	<b>100%</b>	<b>Total</b>	<b>\$ 50,000</b>	<b>100%</b>



<b>SCHEDULE</b>		
Fiscal Year	Amount	% of Total
2019-20	\$ 50,000	100%
2020-21		0%
2021-22		0%
2022-23		0%
2023-24		0%
2024-25		0%
<b>Total</b>	<b>\$ 50,000</b>	<b>100%</b>

**CAPITAL IMPROVEMENT PROGRAM  
PROJECT DETAIL SHEET**

**PROJECT:** Purchase Garbage Truck

**Project Number:** 610008

**Project Cost:** \$ 430,000

**Description:** Purchase garbage truck.

**Benefits:** 9 year truck replacement program.

**Cost Calculation:** New

**O & M Impact:** Allow less down time for equipment maintenance for critical customer service scheduling.

<b>BUDGET</b>			<b>FUNDING SOURCES</b>		
	Estimate	% of Total	Source	Amount	% of Total
	\$ 430,000	100%	034-430-610008	\$ 430,000	100%
<b>Total</b>	<b>\$ 430,000</b>	<b>100%</b>	<b>Total</b>	<b>\$ 430,000</b>	<b>100%</b>



<b>SCHEDULE</b>		
Fiscal Year	Amount	% of Total
2019-20	\$ 430,000	100%
2020-21		0%
2021-22		0%
2022-23		0%
2023-24		0%
2024-25		0%
<b>Total</b>	<b>\$ 430,000</b>	<b>100%</b>



**CAPITAL IMPROVEMENT PROGRAM  
PROJECT DETAIL SHEET**

**PROJECT:** 1-Ton Service Truck Purchase

**Project Number:** 610005

**Project Cost:** \$ 50,000

**Description:** Ongoing service truck replacement program to keep the Public Works service vehicle fleet in good shape. Trucks are replaced on an annual basis.

**Benefits:** Keeps the PW fleet in good condition.

**Cost Calculation:** New

**O & M Impact:** By buying a new truck every year, the oldest service vehicle in the fleet is assured to be no more than six years old. This keeps maintenance costs at a minimum.

BUDGET			FUNDING SOURCES		
	Estimate	% of Total	Source	Amount	% of Total
	\$ 50,000	100%	Parks 001-429	\$ 1,000	2%
			Storm 028-430	\$ 1,500	3%
			Water 029-430	\$ 21,000	42%
			Sanitation 034-430	\$ 6,500	13%
			Sewer 038-430	\$ 15,500	31%
			Streets 040-431	\$ 4,500	9%
<b>Total</b>	<b>\$ 50,000</b>	<b>100%</b>	<b>Total</b>	<b>\$ 50,000</b>	<b>100%</b>



SCHEDULE		
Fiscal Year	Amount	% of Total
2019-20		0%
2020-21	\$ 50,000	100%
2021-22		0%
2022-23		0%
2023-24		0%
2024-25		0%
<b>Total</b>	<b>\$ 50,000</b>	<b>100%</b>

**CAPITAL IMPROVEMENT PROGRAM  
PROJECT DETAIL SHEET**

<b>PROJECT:</b>	<b>1-Ton Service Truck Purchase</b>
Project Number:	610005
Project Cost:	\$ 50,000
Description:	Ongoing service truck replacement program to keep the Public Works service vehicle fleet in good shape. Trucks are replaced on an annual basis.
Benefits:	Keeps the PW fleet in good condition.
Cost Calculation:	New
O & M Impact:	By buying a new truck every year, the oldest service vehicle in the fleet is assured to be no more than six years old. This keeps maintenance costs at a minimum.

<b>BUDGET</b>			<b>FUNDING SOURCES</b>		
	Estimate	% of Total	Source	Amount	% of Total
	\$ 50,000	100%	Parks 001-429	\$ 1,000	2%
			Storm 028-430	\$ 1,500	3%
			Water 029-430	\$ 21,000	42%
			Sanitation 034-430	\$ 6,500	13%
			Sewer 038-430	\$ 15,500	31%
			Streets 040-431	\$ 4,500	9%
<b>Total</b>	<b>\$ 50,000</b>	<b>100%</b>	<b>Total</b>	<b>\$ 50,000</b>	<b>100%</b>



<b>SCHEDULE</b>		
Fiscal Year	Amount	% of Total
2019-20		0%
2020-21		0%
2021-22	\$ 50,000	100%
2022-23		0%
2023-24		0%
2024-25		0%
<b>Total</b>	<b>\$ 50,000</b>	<b>100%</b>

CAPITAL IMPROVEMENT PROGRAM  
PROJECT DETAIL SHEET

PROJECT: **Forklift for Water Treatment Plant**

Project Number:

Project Cost: \$ 18,000

Description: Plant is getting older and our work load (lifting pumps, etc.) and needed equipment (truck deliveries) has increased greatly.

Benefits: Renting a fork lift is hit and miss at times, especially when a truck shows up early.

Cost Calculation: Estimate

O & M Impact: Funded from Water Capital Reserve

BUDGET		
	Estimate	% of Total
	\$ 18,000	100%
<b>Total</b>	<b>\$ 18,000</b>	<b>100%</b>

FUNDING SOURCES		
Source	Amount	% of Total
Water 029-430	\$ 18,000	100%
<b>Total</b>	<b>\$ 18,000</b>	<b>100%</b>



SCHEDULE		
Fiscal Year	Amount	% of Total
2019-20		0%
2020-21		0%
2021-22	\$ 18,000	100%
2022-23		0%
2023-24		0%
2024-25		0%
<b>Total</b>	<b>\$ 18,000</b>	<b>100%</b>

CAPITAL IMPROVEMENT PROGRAM  
PROJECT DETAIL SHEET

PROJECT: **Additional Fuel Storage Tank at Water Treatment Plant**

Project Number:

Project Cost: \$ 25,000

Description: Install a 500 gallon diesel fuel tank and transfer pump at the Water Treatment Plant.

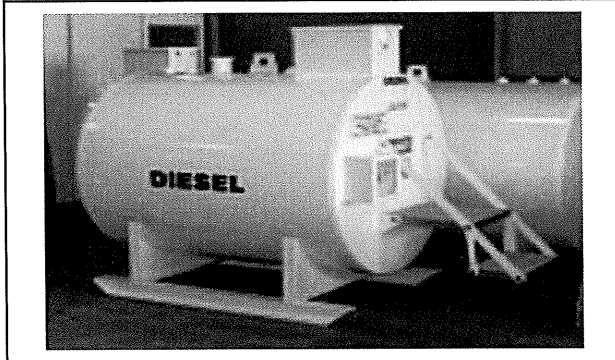
Benefits: Recommendation from Water Master Plan. Increase time the facility can run on emergency power. Provides for issues with getting fuel delivered to treatment plant in event of access complications during an emergency.

Cost Calculation: Water Master Plan

O & M Impact: Funded from water Capital Reserve

BUDGET		
	Estimate	% of Total
	\$ 25,000	100%
<b>Total</b>	<b>\$ 25,000</b>	<b>100%</b>

FUNDING SOURCES		
Source	Amount	% of Total
Water 029-430	\$ 25,000	100%
<b>Total</b>	<b>\$ 25,000</b>	<b>100%</b>



SCHEDULE		
Fiscal Year	Amount	% of Total
2019-20		0%
2020-21		0%
2021-22	\$ 25,000	100%
2022-23		0%
2023-24		0%
2024-25		0%
<b>Total</b>	<b>\$ 25,000</b>	<b>100%</b>

**CAPITAL IMPROVEMENT PROGRAM  
PROJECT DETAIL SHEET**

<b>PROJECT:</b>	<b>1-Ton Service Truck Purchase</b>
Project Number:	610005
Project Cost:	\$ 50,000
Description:	Ongoing service truck replacement program to keep the Public Works service vehicle fleet in good shape. Trucks are replaced on an annual basis.
Benefits:	Keeps the PW fleet in good condition.
Cost Calculation:	New
O & M Impact:	By buying a new truck every year, the oldest service vehicle in the fleet is assured to be no more than six years old. This keeps maintenance costs at a minimum.

<b>BUDGET</b>		
	Estimate	% of Total
	\$ 50,000	100%
<b>Total</b>	<b>\$ 50,000</b>	<b>100%</b>

<b>FUNDING SOURCES</b>		
Source	Amount	% of Total
Parks 001-429	\$ 1,000	2%
Storm 028-430	\$ 1,500	3%
Water 029-430	\$ 21,000	42%
Sanitation 034-430	\$ 6,500	13%
Sewer 038-430	\$ 15,500	31%
Streets 040-431	\$ 4,500	9%
<b>Total</b>	<b>\$ 50,000</b>	<b>100%</b>



<b>SCHEDULE</b>		
Fiscal Year	Amount	% of Total
2019-20		0%
2020-21		0%
2021-22		0%
2022-23	\$ 50,000	100%
2023-24		0%
2024-25		0%
<b>Total</b>	<b>\$ 50,000</b>	<b>100%</b>

**CAPITAL IMPROVEMENT PROGRAM  
PROJECT DETAIL SHEET**

**PROJECT:** Water Treatment Plant Air Compressor

**Project Number:**

**Project Cost:** \$ 35,000

**Description:** The WTP has three air compressors that operate various equipment in the facility.

**Benefits:** Assure that equipment is replaced before failures.

**Cost Calculation:** Estimate

**O & M Impact:** Replace one compressor per year. This will be good insurance or a proactive approach in maintaining the air supply in the operations of the water facility.

BUDGET	Estimate	% of Total
	\$ 35,000	100%
<b>Total</b>	<b>\$ 35,000</b>	<b>100%</b>

FUNDING SOURCES		
Source	Amount	% of Total
Water 029-430	\$ 35,000	100%
<b>Total</b>	<b>\$ 35,000</b>	<b>100%</b>



SCHEDULE		
Fiscal Year	Amount	% of Total
2019-20		0%
2020-21		0%
2021-22		0%
2022-23	\$ 35,000	100%
2023-24		0%
2024-25		0%
<b>Total</b>	<b>\$ 35,000</b>	<b>100%</b>

**CAPITAL IMPROVEMENT PROGRAM  
PROJECT DETAIL SHEET**

**PROJECT:** John Deere Tractor for Boom Mower

**Project Number:**

**Project Cost:** \$ 150,000


**Description:** Replace 2006 John Deere 115 horsepower Tractor with new model for dike maintenance, streets, etc. We will move the side arm brush mower from the old machine to this one.

**Benefits:** Reduce repair and maintenance costs.

**Cost Calculation:** Estimate

**O & M Impact:** Lower ongoing maintenance costs. Potential trade-in of old machine or get box grader to maintain rock levees.

<b>BUDGET</b>			<b>FUNDING SOURCES</b>		
	Estimate	% of Total	Source	Amount	% of Total
	\$ 150,000	100%	Storm 028-430	\$ 67,500	45%
			Sewer 038-430	\$ 15,000	10%
			Streets 040-431	\$ 67,500	45%
<b>Total</b>	<b>\$ 150,000</b>	<b>100%</b>	<b>Total</b>	<b>\$ 150,000</b>	<b>100%</b>

	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th colspan="3" style="text-align: left;"><b>SCHEDULE</b></th> </tr> <tr> <th style="width: 30%;">Fiscal Year</th> <th style="width: 30%;">Amount</th> <th style="width: 40%;">% of Total</th> </tr> </thead> <tbody> <tr> <td>2019-20</td> <td></td> <td style="text-align: right;">0%</td> </tr> <tr> <td>2020-21</td> <td></td> <td style="text-align: right;">0%</td> </tr> <tr> <td>2021-22</td> <td></td> <td style="text-align: right;">0%</td> </tr> <tr> <td>2022-23</td> <td style="text-align: right;">\$ 150,000</td> <td style="text-align: right;">100%</td> </tr> <tr> <td>2023-24</td> <td></td> <td style="text-align: right;">0%</td> </tr> <tr> <td>2024-25</td> <td></td> <td style="text-align: right;">0%</td> </tr> <tr> <td><b>Total</b></td> <td style="text-align: right;"><b>\$ 150,000</b></td> <td style="text-align: right;"><b>100%</b></td> </tr> </tbody> </table>	<b>SCHEDULE</b>			Fiscal Year	Amount	% of Total	2019-20		0%	2020-21		0%	2021-22		0%	2022-23	\$ 150,000	100%	2023-24		0%	2024-25		0%	<b>Total</b>	<b>\$ 150,000</b>	<b>100%</b>
<b>SCHEDULE</b>																												
Fiscal Year	Amount	% of Total																										
2019-20		0%																										
2020-21		0%																										
2021-22		0%																										
2022-23	\$ 150,000	100%																										
2023-24		0%																										
2024-25		0%																										
<b>Total</b>	<b>\$ 150,000</b>	<b>100%</b>																										

**CAPITAL IMPROVEMENT PROGRAM  
PROJECT DETAIL SHEET**

**PROJECT:** Public Works Backhoe

**Project Number:**

**Project Cost:** \$ 170,000


**Description:** Purchase new backhoe.

**Benefits:** Replace aging equipment.

**Cost Calculation:** New

**O & M Impact:** Lower ongoing maintenance costs and provide more reliable backhoe.

<b>BUDGET</b>			<b>FUNDING SOURCES</b>		
	Estimate	% of Total	Source	Amount	% of Total
	\$ 170,000	100%	Parks 001-429	\$ 3,400	2%
			Storm 028-430	\$ 5,100	3%
			Water 029-430	\$ 71,400	42%
			Sewer 038-430	\$ 52,700	31%
			Streets 040-431	\$ 37,400	22%
<b>Total</b>	<b>\$ 170,000</b>	<b>100%</b>	<b>Total</b>	<b>\$ 170,000</b>	<b>100%</b>

	<b>SCHEDULE</b>		
	Fiscal Year	Amount	% of Total
	2019-20		0%
	2020-21		0%
	2021-22		0%
	2022-23	\$ 170,000	100%
	2023-24		0%
	2024-25		0%
<b>Total</b>	<b>\$ 170,000</b>	<b>100%</b>	



**CAPITAL IMPROVEMENT PROGRAM  
PROJECT DETAIL SHEET**

**PROJECT:** **1-Ton Service Truck Purchase**

**Project Number:** 610005

**Project Cost:** \$ 50,000

**Description:** Ongoing service truck replacement program to keep the Public Works service vehicle fleet in good shape. Trucks are replaced on an annual basis.

**Benefits:** Keeps the PW fleet in good condition.

**Cost Calculation:** New

**O & M Impact:** By buying a new truck every year, the oldest service vehicle in the fleet is assured to be no more than six years old. This keeps maintenance costs at a minimum.

<b>BUDGET</b>		
	Estimate	% of Total
	\$ 50,000	100%
<b>Total</b>	<b>\$ 50,000</b>	<b>100%</b>

<b>FUNDING SOURCES</b>		
Source	Amount	% of Total
Parks 001-429	\$ 1,000	2%
Storm 028-430	\$ 1,500	3%
Water 029-430	\$ 21,000	42%
Sanitation 034-430	\$ 6,500	13%
Sewer 038-430	\$ 15,500	31%
Streets 040-431	\$ 4,500	9%
<b>Total</b>	<b>\$ 50,000</b>	<b>100%</b>



<b>SCHEDULE</b>		
Fiscal Year	Amount	% of Total
2019-20		0%
2020-21		0%
2021-22		0%
2022-23		0%
2023-24	\$ 50,000	100%
2024-25		0%
<b>Total</b>	<b>\$ 50,000</b>	<b>100%</b>

**CAPITAL IMPROVEMENT PROGRAM  
PROJECT DETAIL SHEET**

**PROJECT:** Water Treatment Plant Air Compressor

**Project Number:**

**Project Cost:** \$ 35,000

**Description:** The WTP has three air compressors that operate various equipment in the facility.

**Benefits:** Assure that equipment is replaced before failures.

**Cost Calculation:** Estimate

**O & M Impact:** Replace one compressor per year. This will be good insurance or a proactive approach in maintaining the air supply in the operations of the water facility.

<b>BUDGET</b>		
	Estimate	% of Total
	\$ 35,000	100%
<b>Total</b>	<b>\$ 35,000</b>	<b>100%</b>

<b>FUNDING SOURCES</b>		
	Amount	% of Total
Water 029-430	\$ 35,000	100%
<b>Total</b>	<b>\$ 35,000</b>	<b>100%</b>



<b>SCHEDULE</b>		
	Amount	% of Total
2019-20		0%
2020-21		0%
2021-22		0%
2022-23		0%
2023-24	\$ 35,000	100%
2024-25		0%
<b>Total</b>	<b>\$ 35,000</b>	<b>100%</b>

**CAPITAL IMPROVEMENT PROGRAM  
PROJECT DETAIL SHEET**

**PROJECT:** Water Treatment Plant Lawn Mower

**Project Number:**

**Project Cost:** \$ 45,000

**Description:** Purchase new mower for water treatment plant

**Benefits:** Allow for better maintenance of property associated with the Water Treatment Plant and new reservoir site. This mower cuts on steep slopes around the WTP basins.

**Cost Calculation:** New

**O & M Impact:** Eliminate out-sourcing costs and provide for more frequent mowing of water treatment plant properties.

<b>BUDGET</b>		
	Estimate	% of total
	\$ 45,000	100
<b>Total</b>		

<b>FUNDING SOURCES 2016</b>		
	Amount	% of total
		0%
		0%
Water 029-430	\$ 45,000	100%
		0%
		0%
		0%
<b>Total</b>	<b>\$ 45,000</b>	<b>100%</b>



<b>SCHEDULE</b>		
	Amount	% of Total
2019-20		0%
2020-21		0%
2021-22		0%
2022-23		100%
2023-24	\$ 45,000	0%
2024-25		0%
<b>Total</b>	<b>\$ 45,000</b>	<b>100%</b>

**CAPITAL IMPROVEMENT PROGRAM  
PROJECT DETAIL SHEET**

**PROJECT:** Purchase Garbage Truck

**Project Number:** 610008

**Project Cost:** \$ 430,000

**Description:** Purchase garbage truck. This is proposed as an ongoing nine-year replacement schedule.

**Benefits:** Replace 14-year old front loading truck.

**Cost Calculation:** New

**O & M Impact:** Allow less down time for equipment maintenance for critical customer service scheduling.

<b>BUDGET</b>			<b>FUNDING SOURCES</b>		
	Estimate	% of Total	Source	Amount	% of Total
	\$ 430,000	100%	034-430-610008	\$ 430,000	100%
<b>Total</b>	<b>\$ 430,000</b>	<b>100%</b>	<b>Total</b>	<b>\$ 430,000</b>	<b>100%</b>



<b>SCHEDULE</b>		
Fiscal Year	Amount	% of Total
2019-20		0%
2020-21		0%
2021-22		0%
2022-23		0%
2023-24	\$ 430,000	100%
2024-25		0%
<b>Total</b>	<b>\$ 430,000</b>	<b>100%</b>

**CAPITAL IMPROVEMENT PROGRAM  
PROJECT DETAIL SHEET**

<b>PROJECT:</b>	<b>1-Ton Service Truck Purchase</b>
<b>Project Number:</b>	610005
<b>Project Cost:</b>	\$ 50,000
<b>Description:</b>	Ongoing service truck replacement program to keep the Public Works service vehicle fleet in good shape. Trucks are replaced on an annual basis.
<b>Benefits:</b>	Keeps the PW fleet in good condition.
<b>Cost Calculation:</b>	New
<b>O &amp; M Impact:</b>	By buying a new truck every year, the oldest service vehicle in the fleet is assured to be no more than six years old. This keeps maintenance costs at a minimum.

<b>BUDGET</b>			<b>FUNDING SOURCES</b>		
	Estimate	% of Total	Source	Amount	% of Total
	\$ 50,000	100%	Parks 001-429	\$ 1,000	2%
			Storm 028-430	\$ 1,500	3%
			Water 029-430	\$ 21,000	42%
			Sanitation 034-430	\$ 6,500	13%
			Sewer 038-430	\$ 15,500	31%
			Streets 040-431	\$ 4,500	9%
<b>Total</b>	<b>\$ 50,000</b>	<b>100%</b>	<b>Total</b>	<b>\$ 50,000</b>	<b>100%</b>



<b>SCHEDULE</b>		
Fiscal Year	Amount	% of Total
2019-20		0%
2020-21		0%
2021-22		0%
2022-23		0%
2023-24		0%
2024-25	\$ 50,000	100%
<b>Total</b>	<b>\$ 50,000</b>	<b>100%</b>

CAPITAL IMPROVEMENT PROGRAM  
PROJECT DETAIL SHEET

**PROJECT:** Water Treatment Plant Air Compressor

**Project Number:**

**Project Cost:** \$ 35,000

**Description:** The WTP has three air compressors that operate various equipment in the facility.

**Benefits:** Assure that equipment is replaced before failures.

**Cost Calculation:** Estimate

**O & M Impact:** Replace one compressor per year, starting with the first one in 2022/2023. This will be good insurance or a proactive approach in maintaining the air supply in the operations of the water facility.

BUDGET			FUNDING SOURCES		
	Estimate	% of Total	Source	Amount	% of Total
	\$ 35,000	100%	Water 029-430	\$ 35,000	100%
<b>Total</b>	<b>\$ 35,000</b>	<b>100%</b>	<b>Total</b>	<b>\$ 35,000</b>	<b>100%</b>



SCHEDULE		
Fiscal Year	Amount	% of Total
2019-20		0%
2020-21		0%
2021-22		0%
2022-23		0%
2023-24		0%
2024-25	\$ 35,000	100%
<b>Total</b>	<b>\$ 35,000</b>	<b>100%</b>



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***Warrenton Marina***



**CAPITAL IMPROVEMENT PROGRAM  
PROJECT DETAIL SHEET**

Project: **Commercial Work Pier Improvements**  
 Project Number: 620002  
 Project Cost: \$ 382,175

Description: Phase 1 of pier improvements to the west side of the commercial work pier.

Benefits: Improvements as deemed necessary for load limit requirements.

Cost Calculation: Engineer Estimate

O & M Impact:

<b>BUDGET</b>		
	Estimate	% of Total
	\$ 382,175	100%
<b>Total</b>	<b>\$ 382,175</b>	<b>100%</b>

<b>FUNDING SOURCES</b>		
Source	Amount	% of Total
012-461-620002	\$ 382,175	100%
<b>Total</b>	<b>\$ 382,175</b>	<b>100%</b>



<b>SCHEDULE</b>		
Fiscal Year	Amount	% of Total
2019-2020	\$ 382,175	100%
2020-2021		
2021-2022		
2022-2023		
2023-2024		
2024-2025		
<b>Total</b>	<b>\$ 382,175</b>	<b>100%</b>



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***Hammond Marina***

**CAPITAL IMPROVEMENT PROGRAM  
PROJECT DETAIL SHEET**

Project: **Hammond Marina Dredging**

Project Number: 620007

Project Cost: \$ 840,000

Description: Dredge the Hammond Marina

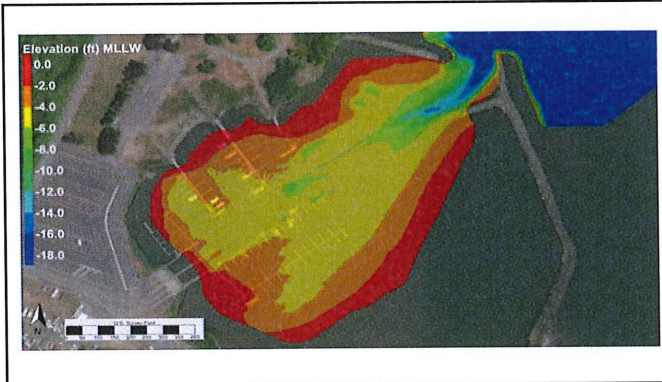
Benefits:

Cost Calculation: Estimated

O & M Impact:

<b>BUDGET</b>		
	Estimate	% of Total
	\$ 840,000	100%
<b>Total</b>	<b>\$ 840,000</b>	<b>100%</b>

<b>FUNDING SOURCES</b>		
Source	Amount	% of Total
013-461-620007	\$ 840,000	100%
<b>Total</b>	<b>\$ 840,000</b>	<b>100%</b>



<b>SCHEDULE</b>		
Fiscal Year	Amount	% of Total
2019-2020	\$ 840,000	100%
2020-2021		0%
2021-2022		0%
2022-2023		0%
2023-2024		0%
2024-2025		0%
<b>Total</b>	<b>\$ 840,000</b>	<b>100%</b>



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## ***Tansy Point Dock***

**CAPITAL IMPROVEMENT PROGRAM  
PROJECT DETAIL SHEET**

**PROJECT:** **Tansy Point Dock Anodes**

**Project Number:** 620000

**Project Cost:** \$ 168,478

**Description:** Corrosion control of Tansy Point Dock. Amount currently budgeted is set aside for this purpose.

**Benefits:** Maintain life of dock.

**Cost Calculation:** 10% of lease revenue from Warrenton Fiber is set aside to purchase anodes. This amount is what has been saved so far.

**O & M Impact:** Provides protection and mitigates major repairs due to corrosion.

<b>BUDGET</b>		
	Estimate	% of Total
Anodes	\$ 168,478	100%
<b>Total</b>	<b>\$ 168,478</b>	<b>100%</b>

<b>FUNDING SOURCES</b>		
	Amount	% of Total
072-410-620000	\$ 168,478	100%
<b>Total</b>	<b>\$ 168,478</b>	<b>100%</b>

--

<b>SCHEDULE</b>		
Fiscal Year	Amount	% of Total
2019-20	\$ 168,478	100%
2020-21		0%
2021-22		0%
2022-23		0%
2023-24		0%
2024-25		0%
<b>Total</b>	<b>\$ 168,478</b>	<b>100%</b>

7-C



**Finance Department  
Agenda Memorandum**

To: The Honorable Mayor and Members of the Warrenton City Commission  
From: April Clark  
Finance Director  
Date: June 25, 2019

**Regarding: Consideration of Resolution No. 2546 Adopting and Setting Rental Rates and Fees for the Warrenton Community Center effective July 1, 2019**

**SUMMARY:**

The current rate structure and a history of rental rates is attached.

In preparation of the 2019-2020 budget, the Warrenton Community Center Advisory Board recommended a \$1.00 increase to daily rental rates and a corresponding percent increase to the all day rates, effective July 1, 2019.

The budget committee agreed with the recommendation of the advisory board that the Meeting Room with Kitchen and the Meeting Room Only hourly rates be raised to \$48 and \$38 per hour, respectively. All Day Rates would be raised at the same percentages.

Resolution No. 2546, which reflects the recommended 2.1% increase to the current rental rates for the Meeting Room with Kitchen and 2.7% increase for the Meeting Room Only, was presented on June 11, 2019 for first consideration.

Rate resolutions are typically done over two meetings in order to give the public an opportunity to comment.

**RECOMMENDATION:**

Move to Adopt Resolution No. 2546 Adopting and Setting Rental Rates and Fees for the Warrenton Community Center effective July 1, 2019.

**ALTERNATIVE:**

Maintain the current fee structure with no increases.

**FISCAL IMPACT:**

This rate increase will help support current and future operations and keep pace with inflation.

Approved by City Manager:

All supporting documentation, i.e., maps, exhibits, etc., must be attached to this memorandum.



# Warrenton Community Center

## RATE STRUCTURE Effective July 1, 2018

	PER HOUR	ALL DAY RATE
<b>FACILITY RENTAL:</b>		
MEETING ROOM WITH KITCHEN	47.00	422.00
MEETING ROOM ONLY*	37.00	297.00
* (Includes minimal use of kitchen for beverage service)		
(Please see General Rules and Guidelines for further clarification of the above rates)		
<b>SUPPLY RENTAL:</b>		
SILVER PUNCH BOWL	15.00	
SILVER PLATTER	10.00	
CHAFING DISH SMALL (DOES NOT INCLUDE STERNO)	10.00	
CHAFING DISH LARGE (DOES NOT INCLUDE STERNO)	15.00	
DANCE FLOOR (12' x 12')	60.00	PER DAY
LAMPS	2.50	EACH
<b>DEPOSITS:</b>		
KEY	10.00	EACH
CLEANING and CANCELLATION	75.00	
ADDITION TO CLEANING DEPOSIT FOR BAR SET UP	125.00	
<b>DISCOUNTS:</b>		
LONG TERM USE OF FACILITY: MONDAY - FRIDAY ONLY:	25%	
A RENTER THAT BOOKS THE FACILITY ON A WEEKLY BASIS FOR A MINIMUM DURATION OF 3 MONTHS MAY TAKE A 25% DISCOUNT. ALL RENTAL FEES FOR THE RENTAL PERIOD MUST BE PAID IN ADVANCE AND ARE NON-REFUNDABLE		
A RENTER THAT BOOKS THE FACILITY ON A MONTHLY BASIS FOR A MINIMUM DURATION OF 6 MONTHS MAY TAKE A 25% DISCOUNT. ALL RENTAL FEES FOR THE RENTAL PERIOD MUST BE PAID IN ADVANCE AND ARE NON-REFUNDABLE		
<b>CLEANING FEE:</b>		
PER HOUR RATE FOR CLEANING	25.00	
<b>CANCELLATION FEES:</b>		
Upon cancellation, deposits will be refunded based on the following notification dates at the percentage rate stated:		
30 days or more notification prior to rental date	100%	
29 - 15 days notification prior to rental date	50%	
14 - 0 days notification prior to rental date	0%	

Warrenton Community Center  
Hourly Rates

Effective Date	1/22/2003	1/22/2003	7/1/2005	7/1/2006	7/1/2007	7/1/2008	7/1/2012	7/1/2013	7/1/2014	7/1/2017	7/1/2018	Proposed*
Meeting Room	15.00	prior to 1/22/2003										
Meeting Room w/kitchen <sup>1</sup>	28.00	28.00	28.00	29.00	30.00	31.00	32.00	35.00	40.00	45.00	47.00	48.00
Meeting Room w/o kitchen <sup>2</sup>	17.50	17.50	18.00	19.00	20.00	21.00	22.00	25.00	30.00	35.00	37.00	38.00
Resolution No.	2039	2039	2119	2148	2186	2227	2363	2396	2409	2489	2520	
Percentage increase <sup>1</sup>	87%	87%	0%	4%	3%	3%	3%	9.4%	14.3%	12.5%	4.4%	2.1%
Percentage increase <sup>2</sup>								13.6%	20.0%	16.7%	5.7%	2.7%
As proposed by the Budget Committee												
w/kitchen									359	404	422	431
w/o kitchen									241	281	297	305

**RESOLUTION NO. 2546**

Introduced by All Commissioners

**ADOPTING AND SETTING RENTAL RATES AND FEES FOR THE  
WARRENTON COMMUNITY CENTER**

The City of Warrenton hereby resolves as follows:

WHEREAS, the Warrenton Community Center is a mostly self-supporting special revenue fund of the City of Warrenton, and

WHEREAS, revenues are generated by user fees to sustain operating and some capital costs of the Community Center,

Be it resolved that the Warrenton City Commission hereby adopts the following fees and rates for all users of the Warrenton Community Center. The charges which shall be paid by all users of the Community Center are set forth in Exhibit 1.

This resolution shall become effective July 1, 2019.

**PASSED** by the Warrenton City Commission this \_\_\_\_\_ day of \_\_\_\_\_, 2019

**APPROVED** by the Mayor of the City of Warrenton this \_\_\_\_\_ day of \_\_\_\_\_, 2019

First Reading: June 11, 2019

Second Reading: June 25, 2019

\_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
City Recorder

**RATE STRUCTURE**  
Effective July 1, 2019

<b>FACILITY RENTAL:</b>	<b>PER HOUR</b>	<b>ALL DAY RATE</b>
MEETING ROOM WITH KITCHEN	48.00	431.00
MEETING ROOM ONLY*	38.00	305.00

(Please see General Rules and Guidelines for further clarification of the above rates)

**SUPPLY RENTAL:**

SILVER PUNCH BOWL	15.00	
SILVER PLATTER	10.00	
CHAFING DISH SMALL (DOES NOT INCLUDE STERNO)	10.00	
CHAFING DISH LARGE (DOES NOT INCLUDE STERNO)	15.00	
DANCE FLOOR (12' x 12')	60.00	PER DAY
LAMPS	2.50	EACH

**DEPOSITS:**

KEY	10.00	EACH
CLEANING and CANCELLATION	75.00	
ADDITION TO CLEANING DEPOSIT IF ALCOHOL ON PREMISES	125.00	

**DISCOUNTS:**

LONG TERM USE OF FACILITY: MONDAY - FRIDAY ONLY: 25%

A RENTER THAT BOOKS THE FACILITY ON A WEEKLY BASIS FOR A MINIMUM DURATION OF 3 MONTHS MAY TAKE A 25% DISCOUNT. ALL RENTAL FEES FOR THE RENTAL PERIOD MUST BE PAID IN ADVANCE AND ARE NON-REFUNDABLE

A RENTER THAT BOOKS THE FACILITY ON A MONTHLY BASIS FOR A MINIMUM DURATION OF 6 MONTHS MAY TAKE A 25% DISCOUNT. ALL RENTAL FEES FOR THE RENTAL PERIOD MUST BE PAID IN ADVANCE AND ARE NON-REFUNDABLE

**CLEANING FEE:**

PER HOUR RATE FOR CLEANING	25.00
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**CANCELLATION FEES:**

Upon cancellation, deposits will be refunded based on the following notification dates at the percentage rate stated:

30 days or more notification prior to rental date	100%
29 - 15 days notification prior to rental date	50%
14 - 0 days notification prior to rental date	0%



7-D

P.O. BOX 250 ■ WARRENTON, OR 97146-0250 ■ OFFICE: 503.861.2233 ■ FAX: 503.861.2351

## AGENDA MEMORANDUM

TO: The Honorable Mayor and Warrenton City Commission  
FROM: R. Collin Stelzig, P.E., Public Works Director  
DATE: June 25, 2019  
SUBJ: Resolution 2541 – Updated Recycling Rates

### SUMMARY

This is the second reading of Resolution 2541 adopting a commingled curbside pickup rate from \$7.38 to \$7.58 a month (every other week pickup) for Fiscal Year 2019-2020. The attached resolution reflects this 2.70% increase and amendment to establishing the first of the month following notification of completion of Wind Latch Installation Program City-wide as the effective date.

### RECOMMENDATION/SUGGESTED MOTION

*" I move to adopt Resolution No. 2541 as amended; Adopting and Setting New Rates for Residential Recycling Services Establishing the First of the Month After Completion of the Wind Latch Installation Program City-wide as the Effective Date, and Repealing All Resolutions in Conflict."*

### ALTERNATIVE

None Recommended.

### FISCAL IMPACT

This is a pass through to Recology Western Oregon who provides the service.

Approved by City Manager

*"Making a difference through excellence of service"*

**RESOLUTION NO. 2541**

Introduced by All Commissioners

**ADOPTING AND SETTING NEW RATES FOR RESIDENTIAL RECYCLING SERVICES;  
and  
REPEALING  
ANY OTHER RESOLUTIONS IN CONFLICT**

**WHEREAS**, Recology Western Oregon, the City's Residential Recycling Service Provider, is instituting an increase in the residential recycling service rates in the City of Warrenton; and

**WHEREAS**, this increase requires an adjustment in user rates to meet City of Warrenton recycling expenses in the City's Sanitation Fund; and

**WHEREAS**, the City of Warrenton Sanitation Department is an enterprise fund and revenues must pay expenses;

**NOW THEREFORE**, The Warrenton City Commission of the City of Warrenton does hereby adopt the following as its Residential Recycling Rates for the City of Warrenton.

Section 1. The Warrenton City Commission hereby adopts a rate increase for Residential Recycling Rates, listed in Exhibits A for all users of its municipal water service.

Section 2. The rate increase will be 3.5% from \$7.38 to \$7.58 monthly for Residential Recycling Services every other week.

Effective Date The rate increase shall take effect on the first of the month following written notification from Recology of completion of the Wind Latch Installation Program City-wide.

First Reading: June 11, 2019

Second Reading: June 25, 2019

ADOPTED by the City Commission of the City of Warrenton this 25th day of June, 2019.

APPROVED

\_\_\_\_\_  
Henry A. Balensifer III, Mayor

ATTEST

\_\_\_\_\_  
Dawne Shaw, Deputy City Recorder

Exhibit A

**RECOLOGY WESTERN OREGON  
WAR CITY OF WARRENTON**

**SUMMARY RATE SHEET  
EFF. DATE: 7/1/2019**

CODE	DESCRIPTION	CURRENT RATE	INC %	INC \$\$	NEW RATE
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**COLLECTION SERVICES - BILLED TO CITY MONTHLY RATES**

90REC	90G COMMINGLED RECYCLING -CURB	\$ 7.38	2.70%	\$ 0.20	\$ 7.58
90RES	90G COMMINGLE-SIDE*	\$ 7.38	2.70%	\$ 0.20	\$ 7.58
1CBE	CARDBOARD CONTAINER - ALL SIZES	\$ 36.16	2.70%	\$ 0.98	\$ 37.14
2GEW	2YD WASTE WATER EOW	\$ 182.86	2.70%	\$ 4.94	\$ 187.80

\*sideyard only available with City approval for customers with medical needs.

**BULKY ITEM COLLECTION (SVC CHARGE + CHARGE PER ITEM)**

RATES LISTED ARE FOR COLLECTION AT CURB. ADDITIONAL CHARGES MAY APPLY FOR RETRIEVAL. **RATE PER EACH**

APF	REFRIGERATOR/FREEZER	\$ 51.66	0.00%	\$ -	\$ 51.66
APPL	APPLIANCE	\$ 11.48	0.00%	\$ -	\$ 11.48
FURN	FURNITURE CHARGE	\$ 17.22	0.00%	\$ -	\$ 17.22
IRSC	IN ROUTE SERVICE CHARGE	\$ 31.72	2.70%	\$ 0.86	\$ 32.58
SC	SERVICE CHARGE	\$ 126.90	2.70%	\$ 3.43	\$ 130.33

**RELATED FEES RATE PER EACH**

CORDF	CONTAINER RE-DELIVERY FEE	\$ 126.90	2.70%	\$ 3.43	\$ 130.33
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Note: Re-Delivery fees apply for resume service after suspend.

**RATE PER EACH**

CCF	CART CLEANING FEE	\$ 25.00	0.00%	\$ -	\$ 25.00
CRF	CART REPLACEMENT FEE	\$ 65.00	0.00%	\$ -	\$ 65.00

Note: Replacement fee is used for loss/damage beyond normal wear and tear.

**RATE PER EACH**

WLI	WIND LATCH INSTALLATION	No charge for Warrenton residents			
RF	REINSTATEMENT FEE	\$ 15.00	0.00%	\$ -	\$ 15.00
NSFCF	RETURNED CHECK FEE	\$ 25.00	0.00%	\$ -	\$ 25.00

**FRONT-LOAD CONTAINER SERVICE**

(City provides service for container sizes 3yds & under, unless City directs RWO to service)

**1 YARD CONTAINERS MONTHLY RATES**

1GE	1YD TRASH EOW	\$ 96.83	2.70%	\$ 2.61	\$ 99.44
1XP	EXTRA PICK UP-1YD TRASH	\$ 35.62	2.70%	\$ 0.96	\$ 36.58

**1.5 YARD CONTAINERS MONTHLY RATES**

1HXP	EXTRA PICK UP-1.5YD TRASH	\$ 45.83	2.70%	\$ 1.24	\$ 47.07
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**2 YARD CONTAINERS MONTHLY RATES**

2GW	2YD TRASH	\$ 247.10	2.70%	\$ 6.67	\$ 253.77
2GE	2YD TRASH EOW	\$ 136.91	2.70%	\$ 3.70	\$ 140.61
2GM	2YD TRASH MONTHLY	\$ 77.61	2.70%	\$ 2.10	\$ 79.71
2OC	ON CALL-2YD TRASH	\$ 55.98	2.70%	\$ 1.51	\$ 57.49
2XP	EXTRA PICK UP-2YD TRASH	\$ 55.98	2.70%	\$ 1.51	\$ 57.49

**3 YARD CONTAINERS MONTHLY RATES**

3GW	3YD TRASH	\$ 327.24	2.70%	\$ 8.84	\$ 336.08
3GE	3YD TRASH EOW	\$ 176.97	2.70%	\$ 4.78	\$ 181.75
3GM	3YD TRASH MONTHLY	\$ 96.11	2.70%	\$ 2.59	\$ 98.70
3OC	ON CALL-3YD TRASH	\$ 76.34	2.70%	\$ 2.06	\$ 78.40
3XP	EXTRA PICK UP-3YD TRASH	\$ 76.34	2.70%	\$ 2.06	\$ 78.40

**RECOLOGY WESTERN OREGON  
WAR CITY OF WARRENTON**

**SUMMARY RATE SHEET  
EFF. DATE: 7/1/2019**

CODE	DESCRIPTION	CURRENT RATE	INC %	INC \$\$	NEW RATE
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**4 YARD CONTAINERS**

**MONTHLY RATES**

4GW	4YD TRASH	\$ 400.69	2.70%	\$ 10.82	\$ 411.51
4GE	4YD TRASH EOW	\$ 213.69	2.70%	\$ 5.77	\$ 219.46
4GM	4YD TRASH MONTHLY	\$ 113.08	2.70%	\$ 3.05	\$ 116.13
4OC	ON CALL-4YD TRASH	\$ 95.00	2.70%	\$ 2.57	\$ 97.57
4XP	EXTRA PICK UP-4YD TRASH	\$ 95.00	2.70%	\$ 2.57	\$ 97.57

**5 YARD CONTAINERS**

**MONTHLY RATES**

5GW	5YD TRASH	\$ 480.82	2.70%	\$ 12.98	\$ 493.80
5GE	5YD TRASH EOW	\$ 253.76	2.70%	\$ 6.85	\$ 260.61
5GM	5YD TRASH MONTHLY	\$ 131.60	2.70%	\$ 3.55	\$ 135.15
5OC	ON CALL-5YD TRASH	\$ 115.35	2.70%	\$ 3.11	\$ 118.46
5XP	EXTRA PICK UP-5YD TRASH	\$ 115.35	2.70%	\$ 3.11	\$ 118.46

**6 YARD CONTAINERS**

**MONTHLY RATES**

6GW	6YD TRASH	\$ 560.98	2.70%	\$ 15.15	\$ 576.13
6GE	6YD TRASH EOW	\$ 293.84	2.70%	\$ 7.93	\$ 301.77
6GM	6YD TRASH MONTHLY	\$ 150.10	2.70%	\$ 4.05	\$ 154.15
6OC	ON CALL-6YD TRASH	\$ 135.74	2.70%	\$ 3.66	\$ 139.40
6XP	EXTRA PICK UP-6YD TRASH	\$ 135.74	2.70%	\$ 3.66	\$ 139.40

**8 YARD CONTAINERS**

**No new customers at this rate - safety issues**

8GW	8YD TRASH	\$ 654.47	2.70%	\$ 17.67	\$ 672.14
8GE	8YD TRASH EOW	\$ 340.59	2.70%	\$ 9.20	\$ 349.79
8GM	8YD TRASH MONTHLY	\$ 171.70	2.70%	\$ 4.64	\$ 176.34
8OC	ON CALL-8YD TRASH	\$ 159.47	2.70%	\$ 4.31	\$ 163.78
8XP	EXTRA PICK UP-8YD TRASH	\$ 159.47	2.70%	\$ 4.31	\$ 163.78

**CONTAINER MONTHLY RENT (CHARGED TO WILL-CALL CUSTOMERS, SAME FOR ALL SIZES)**

RNT1	1YD RENT - TRASH	\$ 20.00	0.00%	\$ -	\$ 20.00
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**FRONT-LOAD COMPACTOR RATE FACTORS - For all compacted material, including pre-compacted waste.**

Compactor Rating	4 : 1	3 : 1	2 : 1
Factor applied to container rate of same size	1.5	1.3	1.12

**MEDICAL WASTE COLLECTION SERVICES**

**RATE PER EACH**

M4HSC	4.7 QT SHARPS CONTAINER	\$ 20.93	0.00%	\$ -	\$ 20.93
M10SC	10 QT SHARPS CONTAINER	\$ 24.24	0.00%	\$ -	\$ 24.24
M23SC	23 QT SHARPS CONTAINER	\$ 46.82	0.00%	\$ -	\$ 46.82
9CDBC	9GAL CONFIDENTIAL DOCUMENT BOX	\$ 33.58	0.00%	\$ -	\$ 33.58
M21BX	21 GAL MEDICAL WASTE BOX	\$ 43.34	0.00%	\$ -	\$ 43.34
M48BX	48 GAL MEDICAL WASTE BOX	\$ 49.47	0.00%	\$ -	\$ 49.47
M8GBP	RX MED WASTE TUB	\$ 97.47	0.00%	\$ -	\$ 97.47

Note: Additional fees may apply for overweight tubs. Improperly prepared materials cannot be collected.



CODE	DESCRIPTION	CURRENT RATE	INC %	INC \$\$	NEW RATE
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**DEBRIS BOX SERVICES**

**SET HAUL FEES (BASED ON AVERAGE TRUCK TIMES)**

**RATE PER HAUL**

CODE	DESCRIPTION	CURRENT RATE	INC %	INC \$\$	NEW RATE
DEL	DELIVERY CHARGE	\$ 63.45	2.70%	\$ 1.71	\$ 65.16
10HG	10 YD TRASH BOX HAUL	\$ 126.89	2.70%	\$ 3.43	\$ 130.32
20HG	20 YD TRASH BOX HAUL	\$ 126.89	2.70%	\$ 3.43	\$ 130.32
30HG	30 YD TRASH BOX HAUL	\$ 126.89	2.70%	\$ 3.43	\$ 130.32
47HG	47 YD TRASH BOX HAUL	\$ 126.89	2.70%	\$ 3.43	\$ 130.32
40CG	COMPACTOR HAUL FEE (ALL SIZES)	\$ 151.51	2.70%	\$ 4.09	\$ 155.60

**DEBRIS BOX DISPOSAL FEES (\$\$/TON)**

**RATE PER TON**

CODE	DESCRIPTION	CURRENT RATE	INC %	INC \$\$	NEW RATE
DFDM	DISPOSAL FEE - DEMOLITION	\$ 94.00	9.24%	\$ 8.69	\$ 102.69
DFG	DISPOSAL FEE - GARBAGE	\$ 102.79	3.00%	\$ 3.08	\$ 105.87
DFYD	DISPOSAL FEE - YARD DEBRIS	NO CHARGE - BILLED TO CITY BY ATS			

Note: Recycling ton fees will be equal to or less than trash fees, based on current market pricing.

**RELATED FEES**

**RATE PER DAY**

CODE	DESCRIPTION	CURRENT RATE	INC %	INC \$\$	NEW RATE
RENTD	DAILY RENTAL FEE	\$ 12.67	2.70%	\$ 0.34	\$ 13.01

Note: Daily Rent applies after 48 hours, excluding evenings and weekends.

**RATE PER MONTH**

CODE	DESCRIPTION	CURRENT RATE	INC %	INC \$\$	NEW RATE
RENTM	MONTHLY RENTAL FEE	\$ 126.40	2.70%	\$ 3.41	\$ 129.81

Note: Monthly rent applies for customers who keep a box for a year or longer.

**RATE PER HOUR**

CODE	DESCRIPTION	CURRENT RATE	INC %	INC \$\$	NEW RATE
TIME	TRUCK TIME FEE	\$ 126.89	2.70%	\$ 3.43	\$ 130.32
1T1E	1 TRUCK - 1 EMPLOYEE	\$ 126.90	2.70%	\$ 3.43	\$ 130.33
1T2E	1 TRUCK - 2 EMPLOYEES	\$ 190.32	2.70%	\$ 5.14	\$ 195.46

Note: Hourly Truck Time is used for hauls to destinations outside our normal operating areas.

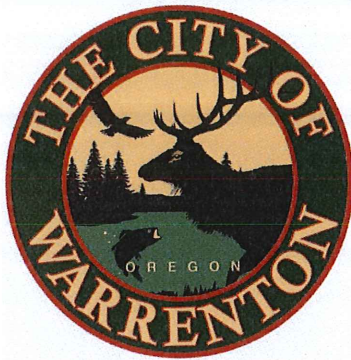
**BULKY ITEMS - DEBRIS BOX**

STANDARD FEES APPLY FOR THESE ITEMS IF DECLARED & SEPARATED ACCORDING TO INSTRUCTIONS  
ADDITIONAL FEES MAY APPLY FOR ITEMS FOUND IN LOADS.

**RATE PER EACH**

CODE	DESCRIPTION	CURRENT RATE	INC %	INC \$\$	NEW RATE
TOFFR	TIRE CHARGE NO RIM	\$ 4.59	0.00%	\$ -	\$ 4.59
TONR	TIRE CHARGE ON RIM	\$ 9.18	0.00%	\$ -	\$ 9.18
APPL	APPLIANCE	\$ 11.48	0.00%	\$ -	\$ 11.48
APF	REFRIGERATOR/FREEZER	\$ 51.66	0.00%	\$ -	\$ 51.66

Finance Charges (0.75% monthly, 9% annually) will be assessed on any past due amount (excluding amounts in dispute over billing or service issues).  
Billing Terms: Commercial Accounts are billed on a monthly basis.  
Residential accounts are billed once every two months; one in advance and one in arrears.



## AGENDA MEMORANDUM

TO: The Honorable Mayor and Warrenton City Commission  
 FROM: R. Collin Stelzig, P.E., Public Works Director  
 DATE: June 25, 2019  
 SUBJ: Sanitary Sewer Rates

### SUMMARY

This is the second reading of Resolution 2543 reflecting the 4% monthly sanitary sewer rate increase approved by the Budget Committee for Fiscal Year 2019-2020. The attached Resolution No. 2543 reflects this increase.

### RECOMMENDATION/SUGGESTED MOTION

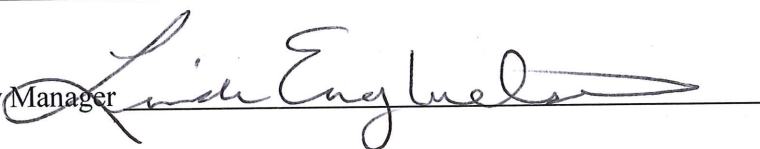
*"I move to adopt Resolution No. 2543; Adopting sanitary sewer Department Rates and Fees, Establishing July 1, 2019, as the Effective Date, and Repealing any Other Resolution in Conflict. "*

### ALTERNATIVE

None Recommended.

### FISCAL IMPACT

This item is in the proposed revenues for the 2019-2020 Fiscal Year Budget and has been approved for adoption by the Budget Committee.

Approved by City Manager 

**RESOLUTION NO. 2543**  
Introduced by All Commissioners

**ADOPTING SEWER DEPARTMENT MONTHLY RATES**  
**ESTABLISHING July 1, 2019, AS THE EFFECTIVE DATE**  
**REPEALING**  
**ANY OTHER RESOLUTION IN CONFLICT**

**WHEREAS**, the City of Warrenton Sanitary Sewer Department is an enterprise fund and revenues must pay expenses; and

**WHEREAS**, the City of Warrenton provides sewer services to customers both inside and outside (Shoreline Sanitary District) its city limits; and

**WHEREAS**, the City of Warrenton needs to update its sewer rates to keep up with increasing costs and debt service; and

**WHEREAS**, the Warrenton Budget Committee approved a 4% Sewer Department Monthly Rate Increase during its Fiscal Year 2019-2020 Budget Process.

NOW, THEREFORE, the City Commission of the City of Warrenton resolves as follows:

1. The Warrenton City Commission hereby adopts the attached schedule of monthly sewer rates, listed in Exhibit A for all users of its municipal sewer service.
2. This resolution shall effect rates July 1, 2019.

Adopted by the City Commission of the City of Warrenton this 11th day of June 2019

First Reading: June 11, 2019  
Second Reading: June 25, 2019

APPROVED

\_\_\_\_\_  
Henry A. Balensifer III, Mayor

ATTEST

\_\_\_\_\_  
Dawne Shaw, City Recorder

**City of Warrenton**  
**Monthly Sewer Service Rates**  
**Effective 7/1/19**

**Monthly sewer service rates for customers of the sewer system shall be a combination of the following:**

**Base Rate:** Every unit shall pay a base rate per month, according to customer class. All customers are subject to the monthly "ready-to-serve" base rate:

<b>Base Rate</b>	
<b>Class</b>	<b>Rate</b>
Single Unit	\$ 60.62
Metered	\$ 60.62
Bio-Oregon	\$ 175.06
Warrenton Deep Sea	\$ 66.07
Fort Stevens	\$ 4,983.05
Pacific Coast Seafoods	\$ 220.83
Point Adams	\$ 358.20
Warrenton Boat Yard-Industrial Waste Permitted Use	\$ 92.24
Shoreline Sanitary District	\$ 75.77

**Volume Rate:** Accounts classified as "metered" sewer customers shall pay a volume rate for every thousand gallons of metered water consumption:

<b>Volume Rate</b>	
<b>Class</b>	<b>Rate</b>
<b>0 to 5,000 gallons:</b>	
Metered	\$ -
<b>5,001 gallons and over:</b>	
Metered	\$ 8.52

7-F



## AGENDA MEMORANDUM

TO: Warrenton City Commission  
FROM: R. Collin Stelzig, P.E., Public Works Director  
DATE: June 25, 2019  
SUBJ: Water Rates and Fees

### SUMMARY

Rate resolutions are considered over two meetings to give the public the opportunity to comment. Resolution No. 2542 was first presented at the June 11, 2019 meeting and is presented today for the second reading and adoption.

### RECOMMENDATION/SUGGESTED MOTION

*"I move to adopt, Resolution No. 2542; Adopting Water Department Rates and Fees, Establishing July 1, 2019, as the Effective Date, and Repealing any Other Resolution in Conflict. "*

### ALTERNATIVE

None Recommended.

### FISCAL IMPACT

The Budget Committee approved the 5% rate increase for the Proposed 2019-2020 Budget.

Approved by City Manager

A handwritten signature in blue ink, reading "Linda Engstrom", is written over a horizontal line.

All supporting documentation, i.e., maps, exhibits, etc., must be attached to this memorandum.

**RESOLUTION NO. 2542**  
Introduced by All Commissioners  
**ADOPTING WATER DEPARTMENT RATES AND FEES;**  
ESTABLISHING July 1, 2019, AS THE EFFECTIVE DATE,  
REPEALING  
ANY OTHER RESOLUTION IN CONFLICT

**WHEREAS**, the City of Warrenton Water Department is an enterprise fund and revenues must pay expenses; and

**WHEREAS**, the City of Warrenton provides water services to customers both inside and outside the city limits; and

**WHEREAS**, the City of Warrenton needs to update its water rates and administrative fees.

**WHEREAS**, the Warrenton Budget Committee approved a 5% Water Department monthly rate increase during its Fiscal Year 2019-2020 Budget process; and

**NOW THEREFORE**, The City Commission of the City of Warrenton resolves as follows:

Section 1. The Warrenton City Commission hereby adopts the attached schedule of water rates, listed in Exhibits A for all users of its municipal water service.

Section 2. The Warrenton City Commission hereby adopts the attached schedule of connection and administrative fees, listed in Exhibit B, for all users of its municipal water service.

Section 3. Any fees, charges, taxes or penalties that are assessed, requested or required by this resolution are deemed by the Warrenton City Commission to not be subject to the limits of Section 11b, Article XI of the Oregon Constitution and will be adopted according to Section 1(b)(e) and Section 2 of ORS 310.145.

Section 4. This resolution shall effect rates July 1, 2019.

First Reading: June 11, 2019  
Second Reading: June 25, 2019

ADOPTED by the City Commission of the City of Warrenton this 25th day of June, 2019.

APPROVED

\_\_\_\_\_  
Henry A. Balensifer III, Mayor

ATTEST

\_\_\_\_\_  
Dawne Shaw, City Recorder

**City of Warrenton**  
**Monthly Water Service Rates**  
**Effective 7/1/19**

EXHIBIT A

**Monthly water service rates for customers of the water system shall be a combination of the following:**

**Base Rate:** Every account shall pay a base rate per month, according to the size of the meter, to include a consumption allowance of 2,000 gallons per month. All customers are subject to the monthly "ready-to-serve" base rate, regardless of consumption:

<b>Base Rate</b>				
<b>Meter Size (inches)</b>	<b>Inside City</b>		<b>Outside City</b>	
3/4	\$	31.41	\$	47.07
1	\$	36.39	\$	54.57
1 1/2	\$	48.72	\$	73.08
2	\$	63.57	\$	95.34
3	\$	103.24	\$	154.84
4	\$	147.80	\$	221.67
6	\$	271.50	\$	407.28
8	\$	420.04	\$	630.06
10	\$	593.39	\$	890.10

**Volume Rate:** Every meter shall pay a volume rate, according to customer class, for every thousand gallons of metered consumption:

<b>Volume Rate</b>		
<b>Range/Customer Class</b>	<b>Inside City</b>	<b>Outside City</b>

**0 to 2,000 gallons:**

Residential / Multi Family	\$	-	\$	-
Commercial	\$	-	\$	-
Industrial	\$	-	\$	-
Institutional	\$	-	\$	-
Government	\$	-	\$	-
City of Gearhart	\$	-	\$	-

**2,001 gallons and over:**

Residential / Multi Family	\$	4.45	\$	6.72
Commercial	\$	6.67	\$	9.95
Industrial	\$	7.91	\$	11.90
Institutional	\$	5.42	\$	8.17
Government	\$	8.38	\$	12.57
City of Gearhart	\$	8.38		n/a

EXHIBIT B

City of Warrenton

Water Department Installation and Administrative Fees

INSTALLATIONS

Meter Size	Equivalent Meter Ratios	Capacity Allowance (GPD)	Connection Fee Base Rate*
3/4"	1.0	690	\$1,300.00
1"	1.7	1,173	\$1,500.00
1 1/2"	3.3	2,277	\$1,148.00
2"	5.3	3,657	\$1,844.00
3"	10.0	6,900	\$3,480.00
4"	16.7	11,523	\$5,812.00
6"	33.3	22,977	\$11,588.00
8"	53.3	36,777	\$18,548.00
10"	76.7	52,923	\$26,692.00

\*Actual costs for a full-service connection installation above connection fee base rate will be billed to the applicant after installation is complete.

INSTALLATION ADMINISTRATION FEES

\*\*Connection for which the owner has provided all infrastructure improvements for complete installation other than the meter and tailpiece.

Each subdivision lot for single-family or manufactured dwelling (meter only by City)	3/4" \$500.00 ** 1" \$600.00 **
Each living unit in a multi-family dwelling, accessory building, each separate unit in a commercial, industrial, or institutional structure unless each unit has its own separate water meter.	\$178.00
Each RV space (in complex with a master meter)	\$ 136.00
Administrative fees for Requests for Information on water availability not associated with a proposed project or pre-application.	\$ 50.00

SERVICE CALL

Call requested by customer In-City	\$ 20.00
Call requested by customer Outside-City	\$ 30.00
Final Read In-City	\$ 20.00
Final Read Outside-City	\$ 30.00
Emergency After Hours Fee	\$ 150.00

LATE CHARGES

Additional charge for late payment NOT RECEIVED by 5:00 pm on last business day of each month	\$ 3.00
Door hanger penalty on Past-Due Accounts	\$ 33.00
Shutoff penalty on Past-Due Accounts	\$ 120.00



METER REMOVAL

Cancelled Account	\$ 75.00
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VACANCY/VACATION CHARGES

Temporary Billing Suspension Fee - Off	\$ 100.00
Temporary Billing Suspension Fee - On	\$ 100.00

MISCELLANEOUS CHARGES

Lien Searches	\$ 15.00
Returned Payment Fee Payment	\$ 35.00
Inaccessible to Read Penalty (daily)	\$ 100.00
Unauthorized Use Penalty (each)	\$ 1,000.00

HYDRANT METER CHARGES

Hydrant Meter Deposit	\$ 500.00
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7-G

P.O. BOX 250 ■ WARRENTON, OR 97146-0250 ■ OFFICE: 503.861.2233 ■ FAX: 503.861.2351

## AGENDA MEMORANDUM

TO: The Warrenton City Commission  
FROM: Linda Engbretson, City Manager  
DATE: June 25, 2019  
SUBJ: Multi-Jurisdictions Use of the Clatsop County Mass Notification System (Clatsop Alerts) IGA

### SUMMARY

The Clatsop County Emergency Management Division maintains the Clatsop County Mass Notification System for the purpose of providing emergency information and protective action instruction to affected county residents during an emergency event. The system can provide additional agency callout functions and community informational messages. Because of these additional functions, the system has been made available to cities, departments, districts and agencies within the county who wish to utilize it. The distribution of public information, particularly during an emergency incident, requires close coordination and planning in order to provide effective and clear messaging to affected residents.

The attached IGA outlines guidelines for participants in the system to collaborate on this shared system for mutual benefit. Entering into this IGA provides an opportunity for Warrenton to access and use Clatsop Alerts as appropriate.

### RECOMMENDATION/SUGGESTED MOTION

"I move to authorize the City Manager's signature on the Memorandum of Agreement Between the County of Clatsop and the City of Warrenton Regarding Participation in the Clatsop County Unified Mass Notification System."

*"Making a difference through excellence of service"*

**ALTERNATIVE**

Other action as deemed appropriate by the City Commission.

**FISCAL IMPACT**

No fiscal impact to the City.

**MEMORANDUM OF AGREEMENT  
BETWEEN THE COUNTY OF CLATSOP AND THE CITY OF WARRENTON  
REGARDING PARTICIPATION IN  
THE CLATSOP COUNTY UNIFIED MASS NOTIFICATION SYSTEM**

**THIS MEMORANDUM OF AGREEMENT** ("MOA") is made and entered into this \_\_\_ day of \_\_\_\_\_, 2019, by and between the County of CLATSOP (hereinafter referred to as "County"), acting by and through its Emergency Management Division (EMD), and the City of Warrenton (hereinafter referred to as "City"). The County EMD and the City of Warrenton may be referred to collectively as "Parties" or in the singular as "Party", as the context requires.

**RECITALS**

The County and City have entered into this Memorandum of Agreement with reference to the following facts and circumstances:

**WHEREAS**, in 2012-2013 Clatsop County EMD identified the lack of a unified emergency mass notification system within the County of Clatsop as a gap in its emergency preparedness capabilities; and

**WHEREAS**, Clatsop County EMD contracts with Everbridge Emergency Notification System services to serve as an integral component of the Clatsop County Unified Mass Notification System (MNS). The purchase of the Everbridge Emergency Notification System is intended to strengthen the capabilities of the County by maintaining an effective, interoperable means of rapidly disseminating critical emergency information to those who live, work or visit anywhere in Clatsop County. Everbridge is an information delivery system intended to provide sufficient early warning in the event of an emergency and for the delivery of actionable information intended to enhance public safety. The services provided by Everbridge are intended to augment existing notification systems; and

**WHEREAS**, the Everbridge system operates through an internet portal supported and provided by the vendor. Everbridge maintains two Network Operations Centers (NOC's) located within the continental United States with built-in redundancy and geographic diversification. Additionally, Everbridge provides 24-hour technical support, seven days-a-week; and

**WHEREAS**, the Everbridge system allows for high-speed delivery of alerts and notifications using multiple messaging formats including: voice messages to landline, mobile and VoIP phones; TTY/TDD messages to enabled hardline phones; text messages to email accounts and/or via SMS to enabled mobile devices; and

**WHEREAS**, it is intended that the Clatsop County Unified Mass Notification System named "Clatsop Alerts" be a shared resource benefitting all participating cities within the geographic boundaries of Clatsop County. It is anticipated that each of the cities will enter into a similar MOA.

**NOW, THEREFORE**, in consideration of the mutual promises contained herein, the Parties hereby agree as follows:

**1. PURPOSE**

The purpose of this MOA is to establish mutually agreeable guidelines for allowing the City access to and use of the Clatsop County MNS system.

**2. DESCRIPTION OF RESPONSIBILITIES**

Access to and use of the Clatsop County MNS will be governed by the Clatsop County Mass Notification System Policy (hereinafter referred to as "Policy"). Parties agree to comply with all terms of use as stipulated in the Clatsop County MNS Policy. The Policy is attached hereto as Exhibit A.

**3. TERMS OF AGREEMENT, TERMINATION AND OTHER AGREEMENTS**

This MOA shall be effective when it is signed by both Parties. This MOA will remain in force and effect until June 30, 2021 or such time as Everbridge is no longer used as the emergency notification system for the County and a replacement approved by Parties is not found; either party provides sixty (60) day written notification that it desires to terminate the MOA and withdraw from participation in MNS; or either party violates the terms of the MOA including, but not limited to, the Use Policy attached hereto as Exhibit A, and/or any subsequent versions of this Policy.

The term and scope of this MOA is not dependent upon the execution or existence of any other agreement between Clatsop County and the City, or the terms of any such agreement, or the termination of any such agreement. This MOA may be modified at any time with the written consent of both Parties. All modifications shall be in writing and signed by both parties.

**4. NOTICE**

Any communication required during the term of this MOA, including, without limitation, notice of termination, shall be deemed given when placed in the United States Mail, postage prepaid, and addressed as follows:

Notice to EMD:                      County Emergency Manager  
   Clatsop County Emergency Management Division  
   800 Exchange Street, Suite 408  
   Warrenton, OR 97103

Notice to the City:                      City Administrator  
   City of Warrenton  
   PO Box 250  
   Warrenton, OR 97146

Any Party who desires to change its address for notice may do so by giving notice as described above.

**5. PAYMENT FOR SERVICES**

To date, the costs for the purchase of Everbridge Mass Notification service and support is fully funded by the County and made available to participating local cities within Clatsop County at no cost.

**6. ADMINISTRATION**

For purposes of ongoing administration, a Clatsop County MNS Advisory Committee shall be maintained and led by the Clatsop County MNS System Administrator. The City shall designate a public safety representative to the Advisory Committee as a standing member with authority to represent the City on matters related to use of the MNS. The Advisory Committee shall meet on a semi-annual basis, or more often as needed, to coordinate ongoing administration, training, public outreach, modification to policies and guidelines, or other issues related to MNS.

**7. PERSONNEL MATTERS**

In the performance of any of the services under this MOA, each of the Party's employees shall act as independent contractors or operators (whichever is applicable to the government agency) in relation to the other Party and its employees. Each Party shall assume responsibility for all personnel costs for its respective employees.

**8. NO JOINT VENTURE**

This MOA shall not create between the Parties a joint venture, partnership, or any other relationship of association. Except as the Parties may specify in writing, neither Party shall have authority, express or implied, to act on behalf of the other Party in any capacity whatsoever as an agent. Neither Party shall have any authority, express or implied, pursuant to this MOU, to bind the other Party to any obligation whatsoever.

**9. INDEMNITY**

The County of Clatsop shall assume the responsibility and liability for, and the County shall indemnify, defend, and hold harmless, the City, its agents, officers and employees from and against any and all liabilities, obligations, losses, damages, penalties, fines, claims, actions, suits, costs and expenses and disbursements (including legal fees and expenses) of any kind and nature imposed in, asserted against, incurred or suffered by the City or its agents, officers or employees by reason of damage, loss or injury (including death) of any kind or nature whatsoever to persons or property caused by or in any way relating to or arising out of any negligent act or action, or any neglect, omission or failure to act when under a duty to act on the part of the County or any of its agents, officers or employees in its or their performance of services hereunder.

The City shall assume the responsibility and liability for, and the City shall indemnify, defend, and hold harmless the County, its agents, officers and employees from and against any and all liabilities, obligations, losses, damages, penalties, fines, claims, actions, suits, costs and expenses and disbursements (including legal fees and expenses) of any kind and nature imposed in, asserted against, incurred or suffered by the County or its agents, officers or employees by reason of damage, loss or injury (including death) of any kind or nature whatsoever to persons or property caused by or in any way relating to or arising out of any negligent act or action, or any neglect, omission or failure to act when under a duty to act on the part of the City or any of its agents, officers or employees in its or their performance of services hereunder.

The provisions contained herein include any violation of applicable law, ordinance, regulation, or rule, including where the claim, loss, damage, charge or expense was caused by deliberate, willful, or criminal acts of the County or the City, or any of their agents, officers, or employees in its or their performance hereunder.

It is the intent of the Parties that, where negligence is determined to have been contributory, principles of comparative fault will be followed and each Party shall bear the proportionate costs of any loss, damage, expense and liability attributable to the Party's negligence.

The Parties shall establish procedures to notify the other Party where appropriate of any claims, administrative actions or legal actions with respect to any of the matters described in this indemnity provision. The Parties shall cooperate in the defense of such actions brought by others with respect to the matters covered in this indemnity provision. Nothing set forth in this MOA shall establish a standard of care for, or create any legal rights in, any person not a party to this MOA.

The indemnity provisions of this MOA shall survive the termination of this MOA such that any incident and/or cause of action that arises during the term of this MOA shall be covered by the indemnity provisions in this Section 9 when a legal action is brought forward within the applicable statute of limitation.

#### **10. NON-WAIVER**

Waiver of any breach of, or default under, this MOA shall not constitute a continuing waiver or a waiver of any subsequent breach either of the same or of another provision of this MOA.

#### **11. ENTIRE AGREEMENT; MODIFICATION**

This MOA contains all of the terms and conditions as agreed upon by the Parties, and supersedes any and all oral or written communications by and between the Parties.

No waiver, alteration, modification, or termination of this MOA shall be valid unless made in writing and signed by the Parties. In the event of a conflict between this MOA and any other agreement or understanding executed by the Parties subsequent to the

commencement of this MOA, the terms of this MOA shall prevail and be controlling unless such other agreement expressly provides to the contrary.

**12. ASSIGNMENT PROHIBITED**

No Party may assign any right or obligation pursuant to this MOA. Any attempt or purported assignment of any right or obligation pursuant to this MOA shall be void and of no effect.

**13. SEVERABILITY**

If any term, covenant, or condition of this MOA is held to by a court of competent jurisdiction to be invalid, the remainder of this MOA shall remain in full force and effect.

**14. GOVERNING LAW AND VENUE**

The interpretation and enforcement of this MOA shall be governed by the laws of the State of California, the state in which the MOA is signed. Any disputes as to the interpretation and/or application of this MOA shall be heard in the Superior Court, County of Clatsop, California.

**15. COUNTERPARTS**

This MOA may be executed in one or more counterparts, each of which shall be deemed an original, but all of which together shall constitute but one and the same instrument.

**16. CAPTIONS**

The headings or captions contained in this MOA are for identification purposes only and shall have no effect upon the construction or interpretation of this MOA.

**17. AMBIGUITIES**

The Parties have each carefully reviewed this MOA and have agreed to each term of this MOU. No ambiguity shall be presumed to be construed against either Party.

**18. INTERPRETATION OF MOA**

By entering into this MOA, the Parties do not intend to violate or cause a violation of the terms of collective bargaining or other labor MOUs to which either may be a party, nor the policies, rules or regulations governing the employees of either Party. If any provision of this MOA is inconsistent with such collective bargaining or other labor MOUs, or with such policies, rules, or regulations, then the applicable provisions of such collective bargaining or other labor MOUs, and such policies, rules, or regulations shall take precedence for purposes of the construction and interpretation of this MOA.



**19. INTEGRATION**

This MOA embodies the entire agreement of the Parties in relation to the scope of matters covered by this MOA, and no other agreement or understanding verbal or otherwise, exists between the Parties.

**20. INSURANCE**

The Parties agree to procure and maintain such policies of general liability and other insurance as shall be necessary to insure against any claim or claims for damages arising in connection with the performance of their respective duties under this MOA. Certificates evidencing said insurance policies shall be exchanged by the Parties as soon as practical or upon request of either party during this contract.

**21. AUTHORITY**

The persons executing this MOA have the capacity and are authorized to execute this MOA as the representatives of their respective Party, and to bind their respective Party to the terms of this MOA.

**IN WITNESS WHEREOF**, the Parties hereto by their duly authorized representatives have executed and delivered this Agreement as of the effective date.

**COUNTY OF CLATSOP**

**CITY OF WARRENTON**

By: \_\_\_\_\_  
Monica Steele, Interim County Manager

By: \_\_\_\_\_  
Name \_\_\_\_\_

Approved As To Form:

\_\_\_\_\_  
By: Heather Reynolds, County Counsel

## CLATSOP COUNTY ADMINISTRATIVE POLICY NO. A-31

**SUBJECT:** Unified Mass Notification System

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**DATE:** May 2019

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### I. PURPOSE

This policy establishes guidelines for the use of Clatsop Alerts to disseminate protective action instructions to affected populations during emergencies and to disseminate all other kinds of messages to community members who have opted in to receiving such messages.

This policy establishes appropriate use of the Clatsop County Unified Mass Notification System hereinafter referred to as “**Clatsop Alerts.**” This policy applies to Clatsop County and the Cities participating with Clatsop County in the Clatsop Alerts Advisory Committee.

The Clatsop County Unified Mass Notification service, Clatsop Alerts, will be the system designated for mass notification under this policy. Clatsop Alerts provides the ability to send voice notifications to land line, mobile, and VoIP phones; SMS text messages to mobile phones; TTY/TDD messages to such devices; fax messages to fax machines; and emails to email accounts. Additionally, Clatsop Alerts provides the ability to disseminate messages using the federal Integrated Public Alert and Warning System (IPAWS) and associated capabilities, including Wireless Emergency Alerts (WEA), the Emergency Alert System (EAS), and other systems.

Participants agree that Clatsop Alerts can be used as a public alerting tool under two scenarios:

1. When an incident threatens life or property in Clatsop County, participants can use Clatsop Alerts to disseminate protective action instructions to affected county residents and visitors.
  2. In all other circumstances, participants can use Clatsop Alerts to distribute information only to community members who have opted in to receiving such messages.
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### II. DEFINITIONS

**Participating Agency:** Participating Agencies include any County or City agency that has been authorized by Clatsop County to access and use the Clatsop Alerts system.

**System Administrator:** Each Agency's System Administrator is responsible for ensuring the Agency adheres to the established policies and guidelines for use of the Clatsop Alerts system.

**Authorized User:** A person who has received proper training in the use of the Clatsop Alerts service and has been authorized to access the system in a capacity designated by their System Administrator.

**Dispatcher:** An authorized user in the Clatsop Alerts system who is authorized to send notifications to designated persons or groups falling within the user's hierarchal level of authorization, as detailed in this policy. A Dispatcher does not have administrative permissions.

**Group Manager:** An authorized user in the Clatsop Alerts system who is authorized to access the system for the purpose of adding and/or editing user information and groups within their assigned group. A Group Manager also has full message sender permissions.

**Mass Notification System (Clatsop Alerts):** A system capable of broadcasting messages to large numbers of people through multiple devices including land line, mobile and VoIP telephone, electronic mail, facsimile, and TTY/TDD.

**The Integrated Public Alert and Warning System (IPAWS):** Part of a National Initiative under Executive Order 13407 to develop an effective, reliable, integrated, flexible, and comprehensive system to alert and warn the American people. IPAWS provides alerting authorities the capability to send a single message over multiple communication pathways which include:

- Emergency Alert System (EAS)
- Wireless Emergency Alerts (WEA)
- National Oceanic and Atmospheric Administration (NOAA) All-Hazards Weather Radio
- Other Future Technologies

**Emergency condition:** A situation that poses a substantial threat to the health and welfare of community members, requiring those individuals to take immediate protective action.

**Non-emergency condition:** A situation in which there is a need to notify the public however, such notification does not contain protective action instructions.

**External Contacts:** Clatsop County residents and businesses whose contact information is contained within the database of the Clatsop Alerts Public Org. Contact information for external contacts includes E911 data and commercially available white and yellow page data which is uploaded into the database of the Public Org and refreshed twice annually. External contacts also include contact information for those that have "opted-in" to the Clatsop Alerts system.

**Voluntary "Opt-In":** The process in which community members within Clatsop County and Cities may sign up their communication devices to receive non-emergency notifications and/or provide additional contact information to ensure that they receive notifications sent via Clatsop Alerts.

**Internal Notification:** Internal communications, such as responder call-outs, to agency-designated internal notification groups.

**Internal Contacts:** An employee or volunteer of the County or participating City who may be included in internal Notification Groups.

**Community member:** Member of the general public who may receive emergency messages and who may opt-in to receive non-emergency messages.

### III. PROCEDURE

#### I.

**A. Clatsop Alerts Advisory Committee:**

The Clatsop Alerts Advisory Committee is a countywide organization composed of participating City and County Agency Representatives. Maintained and led by the Clatsop County System Administrator, the Clatsop Alerts Advisory Committee shall meet semi-annually to conduct after action reviews of the system usage, coordinate ongoing administration, training, public outreach, modifications to policies and guidelines, or other issues related to Clatsop Alerts.

**B. General:**

1. System access and authorization to send broadcasts shall be the responsibility of Clatsop County Emergency Management and designated Clatsop Alerts agencies in each participating City.
2. Clatsop Alerts can be used as a public alerting tool when an incident threatens life or property in Clatsop County, in order to disseminate protective action instructions to the affected county residents and visitors; and to distribute information only to community members who have opted in to receiving such messages.
3. For each message sent using Clatsop Alerts, the agency sending the message shall be responsible for managing the questions, comments or concerns arising from the message. To this end, each message sent through Clatsop Alerts shall include sources of additional information.
4. The Clatsop Alerts Advisory Committee is established with representatives from the Clatsop County and participating City representatives, designated by their jurisdictions.
5. The Common Alerting Protocol (CAP) is an international public alerting standard required for IPAWS messages. All emergency messages distributed through Clatsop Alerts shall be formatted using CAP, whether or not IPAWS is used to disseminate the message.

**C. Emergency Uses:**

1. The Clatsop County Emergency Management Division or authorized representatives of Participating Agencies will be responsible for the use of Clatsop Alerts for emergency notifications that may be broadcast within the geographic boundaries of the sending agency.
2. Emergency use covers incidents where an **“Emergency condition”** exists that threatens life or property in Clatsop County, **for which responders need affected community members to take immediate protective action(s)**. In all cases, emergency messages should be delivered proactively.
3. The nature of the incident and directions from authorized public safety officials will dictate the specific protective action instructions for given incident

or event. Based on CAP, examples of protective action instructions may include:

- a. Shelter - Shelter in place
  - b. Evacuate - Relocate as instructed
  - c. Prepare - Make preparations
  - d. Execute - Execute a pre-planned activity
  - e. Avoid - Avoid the hazard
  - f. Monitor - Attend to information sources
  - g. All clear - The event no longer poses a threat or concern
4. When a jurisdiction's public safety officials issue protective action instructions to the community, the jurisdiction's Clatsop Alerts System Administrator will determine whether Clatsop Alerts should be activated to disseminate those instructions.
  5. The jurisdiction's Clatsop Alerts System Administrator may designate Authorized Users in the jurisdiction with pre-approval to disseminate emergency messages using Clatsop Alerts.
  6. An emergency notification can be sent to all County residents and visitors, to single or multiple Cities, or to a select group of residents and visitors falling into a geo-targeted area.
    - a. Emergency messages should be sent in the most targeted manner possible in order to avoid alerting fatigue of unaffected members of the public.
  7. Non-emergency messages (which do not contain protective action instructions) may also be sent during incidents/events. Non-emergency messages are intended to keep interested community members informed about response to high-profile events. Community members need to opt-in to receive these messages. See *Non-Emergency Uses* for details.
  8. Exception to the "**Emergency condition**" requirement for emergency uses:
    - a. In **limited instances**, an emergency use may be appropriate for incidents that do not require recipients take immediate protective action, as defined in this policy under "**Emergency condition.**" One example of a potential exception to this requirement would be an incident in which an at-risk person(s) is in grave danger and where immediate public awareness of the situation may substantially reduce the potential for harm.
      - i. In all such cases, it is the responsibility of the Incident Commander, working with the jurisdiction's authorized Clatsop Alerts Administrator, to determine if the public protection obligations of the incident outweigh any potential concerns of intrusiveness imposed upon the affected community.

- ii. The target area to which the notification is broadcast should be narrowly focused, encompassing only a reasonably appropriate area given the circumstances of the particular incident.

**D. Cross-Jurisdiction Messages**

1. Clatsop County will be responsible for use of Clatsop Alerts for any emergency messages to multiple jurisdictions within the county.
2. It is the responsibility of Clatsop County to approve and distribute Clatsop Alerts emergency notifications disseminated to an area encompassing the geographic boundaries of more than one local agency. Any participating agency identifying a need to provide an emergency notification to the public with a reasonable belief the incident may likely impact neighboring jurisdictions shall notify the Clatsop County Emergency Management Division, Sheriff's Office or County Manager's Office to request the notification be broadcast to all potentially-impacted areas.
3. Exceptions to the above requirements include:
  - a. Incidents in which public safety officials from the alerting agency believe that any delay in broadcasting the alert notification would pose an undue risk to life and/or property.
    - i. In such cases, as soon as reasonably possible, the participating agency broadcasting an alert notification outside of the geographic boundaries of their city shall notify Clatsop County OES and the Public Safety Answering Point (PSAP) of any neighboring jurisdictions impacted by the emergency notifications.
  - b. Notifications broadcast on behalf of, and within the geographic boundaries of, a neighboring jurisdiction that is also participating in the Clatsop Alerts system, when:
    - i. The broadcast is made at the direct request of that neighboring participating agency; or
    - ii. Where the sender is acting as an agent of the impacted participating agency, based on pre-existing agreements between those participating agencies.

**E. Non-Participating Agencies**

1. Agencies not participating in Clatsop Alerts may request that the Clatsop County use the system to distribute emergency notifications to the public on their behalf.

- a. Upon review of the circumstances surrounding the request, the Director of Emergency Services, or his/her delegate(s), will have final authority to approve or deny any request for emergency broadcast from a non-participating agency.
- b. Requests for non-emergency use of the Clatsop Alerts system shall not be accepted from non-participating agencies.

**F. IPAWS Messages**

1. On behalf of the Clatsop County Operational Area, Clatsop County has entered into a MOA with FEMA designating the agency as a Collaborative Operating Group (COG) with IPAWS public alerting authority through the Clatsop Alerts system.
2. IPAWS public alerting messages include:
  - a. Wireless Emergency Alerts (WEA)
  - b. Emergency Alert System (EAS) activations
  - c. National Oceanic and Atmospheric Administration (NOAA) alerts
3. A certain subset of emergency messages will meet the standards for delivery through IPAWS:
  - IPAWS messages are to be issued only for **extreme** or **severe** hazards.
  - The hazard must **have happened** or be **likely to happen**.
  - IPAWS messages must contain protective action instructions that recipients must follow **within 1 hour** in order to reduce their vulnerability to an imminent threat.
4. Clatsop County will be responsible for use of Clatsop Alerts for any IPAWS activations.
5. Any IPAWS activation request must be approved by the Clatsop County Director of Emergency Services, or his or her delegate(s), whether the request comes from a participating agency or a non-participating agency.

**G. Non-Emergency Uses:**

1. The Clatsop County Manager's Office or authorized City System Administrators will be responsible for the use of Clatsop Alerts for non-emergency uses.
2. The primary distinction between emergency and non-emergency messages is that **non-emergency messages do not contain protective action instructions** for the message recipient to follow. Non-emergency notifications are primarily intended for the dissemination of government or utility-related program information. The urgency, hazards and topics of non-emergency messages will vary widely, and may include:

- a. Missing persons notifications
  - b. Non-emergency weather alerts
  - c. Traffic problems
  - d. Parking restrictions
  - e. Street closures
  - f. Water system issues
  - g. Significant police or fire activity
  - h. Public health concerns
  - i. Crime information
  - j. Notifications to update residents on important programs or special events
3. This list is not intended to be all-inclusive; however, use of Clatsop Alerts for the dissemination of the following types of messages is strictly prohibited:
- a. Any message of a commercial nature
  - b. Advertising or solicitations
  - c. Any message of a political nature
  - d. Any non-official business (e.g. articles, sales, retirement announcements, etc.)
4. Clatsop Alerts may be used to disseminate non-emergency information only to community members who have **opted-in** to receive this information.
5. Each authorized System Administrator is responsible for determining the non-emergency (opt-in) messaging groups that their jurisdiction will make available to community members.
6. Non-emergency notifications will generally be restricted to between the hours of 9:00 AM and 8:00 PM unless circumstances require the message to be sent outside of that time frame.
7. Multiple non-emergency notifications on the same subject matter or within a short time frame shall be avoided so as to avoid notification fatigue among message recipients.

**H. Internal Notifications:**

1. The Clatsop Alerts system is capable of disseminating notifications to predetermined internal employee/volunteer groups and allows recipients to confirm receipt of the notification. These communications may include:
  - a. Responder call-outs
  - b. Mission critical information
  - c. Response updates and/or cancellations
2. Authorized System Administrators are responsible for establishing the internal contact groups used by their agency. This includes inputting and



maintaining associated contact information to ensure it is current and accurate.

**I. Coordination of Notification Systems:**

Certain situations will require coordinated use of Clatsop Alerts across departments within Clatsop County and its participating Cities. All County departments and cities or other organizations outside Clatsop County Emergency Management Division will be required to sign a Memorandum of Agreement (MOA) governing the use and cooperative sharing of the Clatsop Alerts resource.

In addition to the Clatsop County Emergency Management Division and authorized and trained County PSAP-911 Communications departments, the following is a non-exclusive listing of the types of organizations that may be granted access to the Clatsop Alerts system upon executing the Memorandum of Understanding with the County.

- Clatsop County departments
- Cities in Clatsop County
- Other public offices as approved by CCEMD

All people responsible for disseminating messages in the Clatsop Alerts System must take into consideration the importance of message coordination, resource sharing, and the need to minimize public alerting fatigue in response to overuse of the system.

The needs of Clatsop County and other authorized Clatsop Alerts system users may differ. In such situations it is important that the use of Clatsop Alerts is coordinated so as to eliminate multiple messages with the same or similar content and to eliminate conflicting messages. All participating agencies will work to eliminate conflicting, confusing or duplicative messages from being sent.

To ensure message consistency in the event the Clatsop County Operational Area Emergency Operations Center (EOC) and City EOC(s) are activated for the same event, all Clatsop Alerts emergency notifications will be coordinated through the Joint Information Center (JIC) when activated by the Clatsop County Emergency Operations Center (EOC), and disseminated only after all stakeholders have collaborated and agreed upon the information and objectives relative to the incident.

**J. Privacy Policy:**

It is the policy of Clatsop County and each member jurisdiction to preserve and protect the integrity and the privacy of personal data that is collected for use with Clatsop Alerts. Such data includes personal contact information including residence and business addresses, home phone numbers, work phone numbers, pager numbers, cellular telephone numbers, TDD/TTY numbers and text and e-mail addresses.

It is understood that the notification data contained within the Clatsop Alerts service contains proprietary information that is designated "for emergency use only" and that such data may contain otherwise unpublished and unlisted telephone numbers provided by residents who "opt-in" through the self registration portal and are not to be disseminated. No personal data will be disseminated or extracted from the master telephone number and contact path table, which is a part of Clatsop Alerts, nor are reports produced by Clatsop Alerts to be used for any other purpose than mass notification.

**K. Establishing and Maintaining Clatsop Alerts Contact Information:**

The database of contact information throughout the region will be established using E-911 contact data from phone service providers, as well as public, published "White Page" (residential) and "Yellow Page" (business) phone directory information.

The E-911, White Page and Yellow Page directory information will be updated semi-annually. Additionally, community members will be able to sign up through the Clatsop Alerts "opt-in" web page. This voluntary process allows people to provide additional contact information to ensure that they receive desired notifications sent via Clatsop Alerts. All contact information uploaded into the Clatsop Alerts database will be geocoded to the map data of Clatsop County and its Cities.

When registering for Clatsop Alerts, community members will have the ability to opt-in to receive certain types of non-emergency messages. Community members registering or loaded through white pages information will not be able to opt out of emergency notifications unless they verify they no longer reside in the area.

It will be the responsibility of the community member who signed up to maintain and make changes to his or her contact information when moving or when contact information changes.

Departments/organizations that collect and upload contact information for public and internal contact groups into Clatsop Alerts are responsible for maintaining that data.

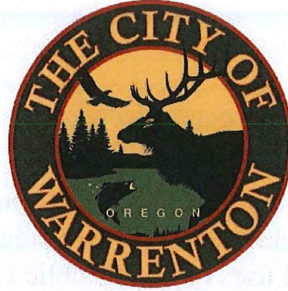
**L. Resolution of Issues or Disputes:**

The resolution of any issues or disputes in the use of Clatsop Alerts will reside with the Clatsop County Director of Emergency Services.

**M. Clatsop Alerts System Training:**

No person or entity shall be able to activate and send an alert or notification to the public except those who are authorized and approved in writing by Clatsop County. Such persons representing a City or County Agency shall complete all training required to become an authorized and trained activator of the Clatsop Alerts Mass Notification System. Any individual or agency determined to have

violated the policies and procedures governing the use of the Clatsop Alerts  
Mass Notification System is subject to removal from the list of authorized users.



## AGENDA MEMORANDUM

**TO:** The Warrenton City Commission  
**FROM:** Kevin A. Cronin, AICP, Community Development Director  
**DATE:** For Agenda of June 25, 2019  
**SUBJ:** Homestay Lodging Program | Program Update

### SUMMARY

After a six-month policy making process, the City Commission adopted Ordinance No 1221 in January 2019 creating a new homestay lodging program and safety regulations to ensure a safe and enjoyable visitor experience. Now that the program has been active for six months, staff wanted to provide a program update and request direction from the Commission on next steps.

Below is a summary of the current program:

Status	Number	Notes
Approved (Inspected)	5 Applications	3 of 5 are "vacation rentals"
Under Review	6 Applications	2 of 3 are "vacation rentals"
Out of Compliance	1 AirBnb Listing*	Compliance Letters mailed on May 23 generated new applications as intended
Total	12	

\*As of June 17, 2019

Of those businesses with approved applications, the city has not received any complaints. The review process has been smooth and streamlined. Inspections have been scheduled with 48 hours of a request. Of the six applications that have not been approved, each has its own issues but all can be addressed. The most difficult aspect of the program is bringing the one in compliance and up to code. Despite multiple attempts at outreach, and a 30-day grace period that expired in February, staff mailed a final compliance letter

(enclosed) to bring listings into compliance. As a result, only one listing has not fully complied.

### **POLICY DISCUSSION**

The safety regulations have provided hosts and guests a new level of public safety and in general has worked well. However, the current program does not limit the amount of homestay or vacation rentals, which is normally performed through zoning. One of the more confusing aspect of the program is that bed & breakfasts are regulated in the Development Code as conditional uses (Type 3 Public Hearing), but homestay and vacation rentals are not creating an “uneven playing field.” Staff has a few questions for the Commission’s consideration:

- Should staff issue a citation to appear in Municipal Court for the lone outstanding violation?
- What does the Commission want to do for future listings that are outside of the original grace period?
- Does the Commission want to legalize vacation rentals within the Development Code?
- Does the City Commission want to limit the total number or to particular areas of the city or by residential zones?
- If not, does the Commission want to legalize from a City Code perspective?
- How should bed & breakfast establishments be treated in the future?

### **RECOMMENDATION/SUGGESTED MOTION**

No formal action is requested. Staff is requesting feedback and direction on future policy changes.

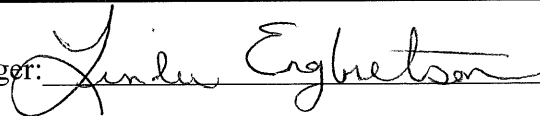
### **ALTERNATIVE**

*None*

### **FISCAL IMPACT**

The fiscal impact to the City is still unknown at this time. It is expected that additional revenue will be collected through business licenses and transient room taxes.

Approved by City Manager:



All supporting documentation, i.e., maps, exhibits, etc., must be attached to this memorandum.

*"Making a difference through excellence of service"*



## CITY OF WARRENTON

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May 20, 2019

Dear Short-Term Rental Owner:

Over the past nine months, the City Commission and staff have worked on updating regulations and policies to address the growing number of short-term rentals within the City. On January 8, 2019 the City Commission approved new short-term rental safety regulations that went into effect on January 22. All application forms and a checklist became available on the City's website.

As a result, the City offered a grace period to allow currently operating short-term rentals to register and comply with new safety requirements. According to our records, we did not receive any application or request for permits after attempts were made to contact you.

**This is a final warning.** If we do not receive an application by June 14, 2019 we will issue a citation to appear in Municipal Court. The City Municipal Code Chapter 16.16.030 allows fines to be levied per each day and violation up to \$1000 per day.

If you have any questions about the transient room tax, please contact April Clark at [aclark@ci.warrenton.or.us](mailto:aclark@ci.warrenton.or.us) or 503 861-2233. If you have questions about the permit requirements, please contact Kevin A. Cronin at 503 861-0920 or [cityplanner@ci.warrenton.or.us](mailto:cityplanner@ci.warrenton.or.us).

We look forward to working with you on creating a safe and enjoyable experience for visitors to our community.

Regards,

April Clark  
Finance Director

Kevin A. Cronin, AICP  
Community Development Director

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