



CITY OF
Millersburg

A COMMUNITY LINKING
AGRICULTURE AND INDUSTRY

Capital Improvements Plan

City of Millersburg

2021-2025

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Introduction

Strategic Planning and Decisions

The City of Millersburg Strategic Plan consists of a mission statement, vision, and six strategic priorities, which are each supported by goals and objectives. Our mission statement and vision are founded on basic values that guide our decisions.

Mission Statement: Providing a strong industrial base to maintain a quality, small-town atmosphere.

Vision: A community which values its strong industrial base and economic development that supports its ability to maintain a small-town atmosphere by providing funding for excellent services, resulting in a safe and healthy environment for residents

The six Strategic Priorities are:

1. **Governance** – Millersburg is governed in a way that supports the needs of its growing residential base, businesses, and industry.
2. **Safety** – Provide effective emergency services to the community.
3. **Development** – Development of residential, commercial, and industrial properties as a planned and managed process.
4. **Public Infrastructure** – City infrastructure systems are designed, constructed, and maintained to meet current and future needs.
5. **Recreation** – A community that supports recreational and social activities for all ages.
6. **Environmental Stewardship** – Millersburg promotes sustainability through efficient management of natural resources.

Our principle and vision statements must be upheld by and guide the decision-making process when determining planned projects and expenditures. The visions and values of the Strategic Plan are the basis for the projects proposed in this Capital Improvement Program (CIP).

Financial Planning

The Capital Improvement Program (CIP) is a planning document that identifies capital projects in the next five-year horizon for elected officials, citizens, and staff. The first year of the CIP will be the basis for developing the capital portion of the forthcoming City Budget for the year. This CIP shows the total cost of a project in the year it is funded. Once a project appears in the first year of the CIP and makes it into the budget, it does not appear again in the CIP because the project has moved beyond the planning phase.

How to Use This Report

Each section of the report deals with a major infrastructure service the City provides. You will find separate sections for parks, public facilities, transportation, stormwater, wastewater, and water.

Each project scheduled over the next five years is individually identified. Each project shows the total cost and the sources of money used to pay for it. Each project has a unique CIP identification number attached to it.

The CIP Process

This report is distributed to the City Council and Budget Committee, and copies are made available to the public at City Hall and on the City's website. During the first Budget Committee meeting the proposed project list will be reviewed and an opportunity will be provided to ask questions to clarify issues and information. The CIP will be revised as necessary and the final Program adopted along with the City Budget. This final version is the basis for projects found in the City Budget.

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Finances

Paying for Capital Projects

The City has operating and reserve funds which can be used to fund projects, however there is not enough money for all the projects the City needs or would like to do. In most cases the source of money determines which projects get included. For instance, Water Fund revenue can only be spent on water projects. The money each of these funds receives must be spent for the purposes for which the fund was created.

Sources of Funding

The table below shows the relative breakdown of funding sources for all the projects contained in the 2021-2025 CIP.

This chart shows a projection of funds needed for projects in any given year. Any given project can have funding from more than one source. For instance, a sewer upgrade project may be funded by a combination of Sewer Rate revenue and Sewer System Development Charges (SDC) revenue. Each project in this CIP will have funding sources identified.

A fund is an accounting term that denotes a stand-alone operation that has its own set of accounting books. Even though it is part of the City, for financial purposes it operates as a separate service.

Projected Cost Totals by Funding Source

FUNDING SOURCE	2021-22	2022-23	2023-24	2024-25	2025-26	TOTAL
GF Beginning Balance	\$2,048,000	\$322,000	\$296,000	\$69,000	\$0	\$2,735,000
Fire Facility Reserve	\$3,500,000	\$0	\$0	\$0	\$0	\$3,500,000
SDC-I Streets	\$878,000	\$289,000	\$0	\$0	\$786,000	\$1,953,000
SDC-R Streets	\$0	\$0	\$0	\$0	\$124,000	\$124,000
SDC-I Sewer	\$68,000	\$203,000	\$0	\$0	\$0	\$271,000
SDC-I Water	\$227,000	\$158,000	\$0	\$0	\$0	\$385,000
SDC-R Water	\$133,000	\$0	\$0	\$0	\$0	\$133,000
SDC-I Parks	\$0	\$0	\$0	\$27,000	\$477,000	\$504,000
SDC-R Parks	\$0	\$0	\$0	\$0	\$48,000	\$48,000
Highway Use Tax	\$0	\$0	\$0	\$0	\$0	\$0
Highway Use Tax – Bike/Ped	\$0	\$16,000	\$0	\$0	\$0	\$16,000
Street Reserves	\$40,000	\$181,000	\$0	\$0	\$496,000	\$717,000
Suniga Millersburg Drive Reservation	\$0	\$0	\$0	\$0	\$341,000	\$341,000
Stormwater Reserves	\$20,000	\$0	\$0	\$0	\$0	\$20,000
Sewer Rates/Operating Revenues	\$388,000	\$0	\$0	\$0	\$0	\$388,000
Water Rates/Operating Revenues	\$34,000	\$417,000	\$0	\$0	\$0	\$451,000
Settlement Proceeds	\$420,000	\$0	\$0	\$0	\$0	\$420,000
TOTAL:	\$7,756,000	\$1,586,000	\$296,000	\$96,000	\$2,272,000	\$12,006,000

The Five-Year Plan

The following table shows the total cost of projects authorized in each of the next five years for each major category of capital projects.

Occasionally new issues, changing cost and revenue realities, or shifts in City priorities will cause a project, or a number of projects, to be either bumped forward or back in the five-year schedule. Any changes of this nature would be reflected in future CIP documents.

Projected Cost Totals by Category

CATEGORY	2021-22	2022-23	2023-24	2024-25	2025-26	TOTAL
Parks	\$10,000	\$87,000	\$72,000	\$96,000	\$525,000	\$790,000
Public Facilities	\$5,538,000	\$30,000	\$0	\$0	\$0	\$5,568,000
Transportation	\$918,000	\$486,000	\$0	\$0	\$1,747,000	\$3,151,000
Stormwater	\$20,000	\$205,000	\$224,000	\$0	\$0	\$449,000
Wastewater	\$876,000	\$203,000	\$0	\$0	\$0	\$1,079,000
Water	\$394,000	\$575,000	\$0	\$0	\$0	\$969,000
GRAND TOTALS:	\$7,756,000	\$1,586,000	\$296,000	\$96,000	\$2,272,000	\$12,006,000

Parks

A Path Forward

Strategy 5 of the Strategic Plan states, “Millersburg is a community that strives to support community recreational and social activities for all ages.” In accordance with this goal the Millersburg City Council formed a Parks Committee in 2017 and began development of a Parks Master Plan in 2018.

The Parks Master Plan was completed and adopted in April 2020. Now that the Parks Master Plan is complete, it will guide the City's investment in park acquisition, renovation, and facility improvements. A System Development Charge (SDC) study will be completed based on the results of the Parks Master Plan and the current Parks SDC rates will be updated. Parks projects may be funded by a mix of funds from outside grants, private donations, Parks SDCs, and the general fund.

The capital projects from the Parks Master Plan are included in this CIP. The Parks Commission will evaluate the project list and guide implementation of projects going forward, as funding becomes available.

Projected Cost Totals

FUNDING SOURCE	2021-22	2022-23	2023-24	2024-25	2025-26	TOTAL
GF Operating	\$0	\$0	\$0	\$0	\$0	\$0
GF Beginning Balance	\$10,000	\$87,000	\$72,000	\$69,000	\$0	\$238,000
SDC-R Parks	\$0	\$0	\$0	\$0	\$48,000	\$48,000
SDC-I Parks	\$0	\$0	\$0	\$27,000	\$477,000	\$504,000
GRAND TOTALS:	\$10,000	\$87,000	\$72,000	\$96,000	\$525,000	\$790,000

Funded Projects Summary & Detail

The following projects have been identified for inclusion in this five-year Capital Improvement Program.

Each project shown below is explained in detail on the pages that follow. Projects are listed in the fiscal year order they are planned to occur, and in CIP ID# order within a given fiscal year set.

CIP #	Phase Title	Projected Total
Plan Year: 2021 – 2022		
1102	CITY PARK TREE REPLACEMENT/LANDSCAPE ENHANCEMENTS	\$10,000
Total for FY 2021-2022		\$10,000
Plan Year: 2022-2023		
1100	CITY PARK ADDITIONAL PAVED ACCESS PATHWAYS	\$27,000
1101	CITY PARK BENCHES REPLACEMENT	\$11,000
1102	CITY PARK TREE REPLACEMENT/LANDSCAPE ENHANCEMENTS	\$17,000
1105	CITY PARK TENNIS COURT RESURFACING	\$32,000
Total for FY 2022 - 2023		\$87,000
Plan Year: 2023 – 2024		
1106	CITY PARK TENNIS COURT LANSCAPE RENOVATION	\$21,000
1108	ACORN PARK PAVED PATHWAYS	\$16,000
1109	ACORN PARK PLAYGROUND UPGRADES	\$21,000
1110	ACORN PARK ACCESSIBLE BENCHES AND PICNIC TABLES	\$11,000
1112	ACORN PARK PICNIC TABLE PADS	\$3,000
Total for FY 2023 – 2024		\$72,000
Plan Year: 2024 – 2025		
1103	CITY PARK NORTH BALLFIELD RENOVATION	\$53,000
1104	CITY PARK SOUTH BALLFIELD INFIELD MIX	\$16,000
1111	ACORN PARK PICNIC SHELTER	\$27,000
Total for FY 2024 – 2025		\$96,000
Plan Year: 2025 – 2026		
1107	CITY PARK ADDITIONAL SHELTER	\$48,000
1117	ACQUISITION OF PROPERTY ON EAST OF CITY PARK	\$477,000
Total for FY 2025 – 2026		\$525,000
Grand Total for Parks:		\$790,000

Master Plan: Parks Master Plan **Plan Element:**
Category: Parks and Recreation **Classification:** Parks

Total Cost: \$27,000

This project will add paved access pathways within City Park to improve accessibility for all.

Operating Budget Impact: Minor additional parks maintenance expenses.

Funding Sources for This Project:

<u>Funding Source</u>	<u>Projected Amount</u>
GF BEGINNING FUND BALANCE	\$27,000
Total:	\$27,000

Plan FY: 2022-2023 CITY PARK BENCH REPLACEMENT
CIP Project #: 1101

Master Plan: Parks Master Plan **Plan Element:**
Category: Parks and Recreation **Classification:** Parks

Total Cost: \$11,000

This project will replace existing benches at City Park with ADA compliant benches.

Operating Budget Impact: None.

Funding Sources for This Project:

<u>Funding Source</u>	<u>Projected Amount</u>
GF BEGINNING FUND BALANCE	\$11,000
	<hr/>
Total:	\$11,000

Plan FY: 2020-2023 CITY PARK TREE REPLACEMENT/LANDSCAPE ENHANCEMENTS
CIP Project #: 1102

Master Plan: Parks Master Plan **Plan Element:**
Category: Parks and Recreation **Classification:** Parks

Total Cost: \$37,000

This project will replace existing trees along east and west sides of the City Park, which are doing poorly or dying and conduct additional landscaping enhancements within the park. Anticipate \$10,000 in FY 2020-21, \$10,000 in FY 2021-22 and \$17,000 in FY 2022-23.

Operating Budget Impact: None.

Funding Sources for This Project:

<u>Funding Source</u>	<u>Projected Amount</u>
GF BEGINNING FUND BALANCE	\$37,000
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Total:	\$37,000

Master Plan: Parks Master Plan **Plan Element:**
Category: Parks and Recreation **Classification:** Parks

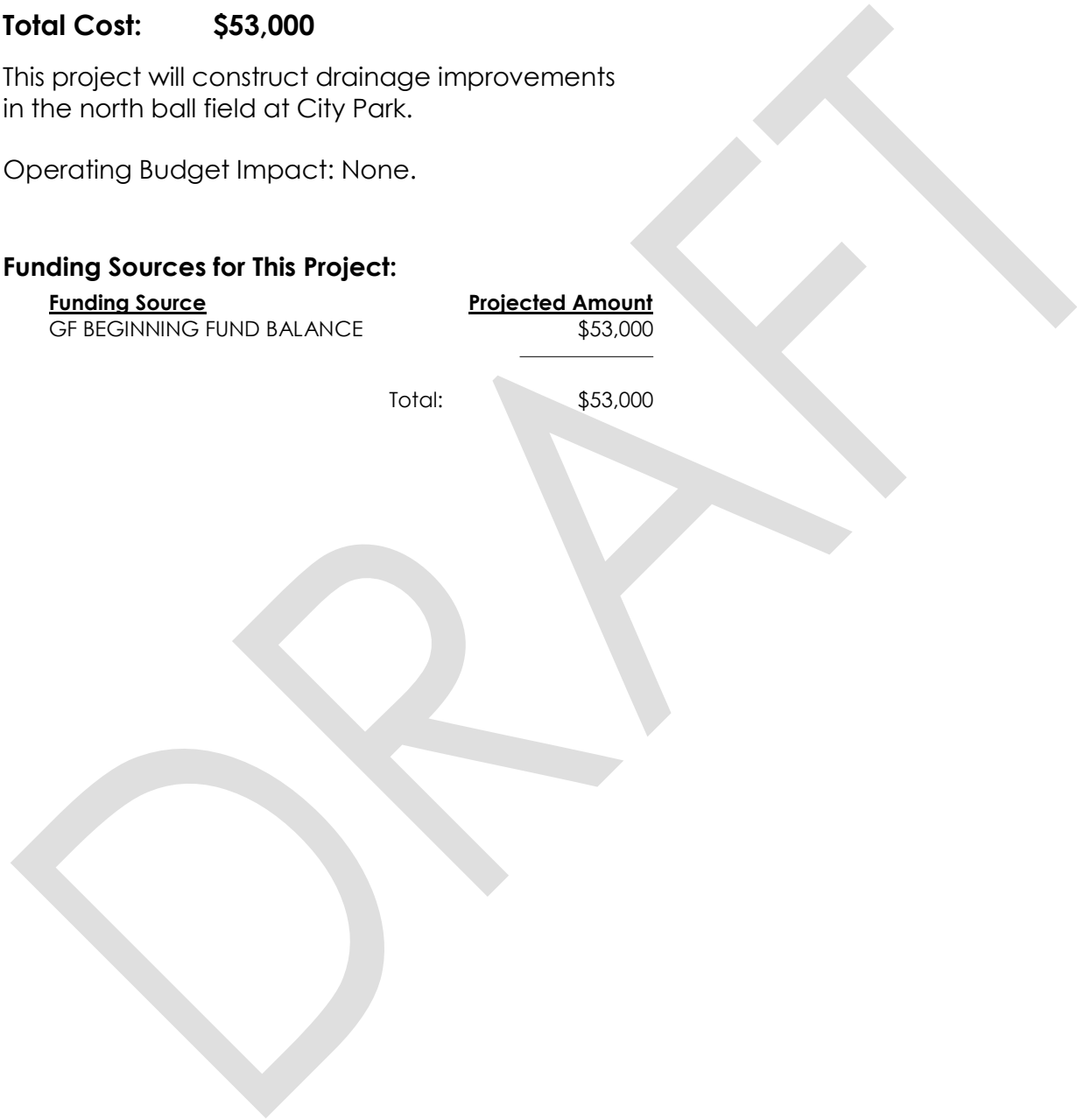
Total Cost: \$53,000

This project will construct drainage improvements in the north ball field at City Park.

Operating Budget Impact: None.

Funding Sources for This Project:

<u>Funding Source</u>	<u>Projected Amount</u>
GF BEGINNING FUND BALANCE	\$53,000
Total:	\$53,000



Master Plan: Parks Master Plan **Plan Element:**
Category: Parks and Recreation **Classification:** Parks

Total Cost: \$16,000

This project will install a new infield mix to improve the condition of the south ball field at City Park.

Operating Budget Impact: None.

Funding Sources for This Project:

<u>Funding Source</u>	<u>Projected Amount</u>
GF BEGINNING FUND BALANCE	\$16,000
Total:	\$16,000

Plan FY: 2022-2023 CITY PARK TENNIS COURT RESURFACING
CIP Project #: 1105

Master Plan: Parks Master Plan **Plan Element:**
Category: Parks and Recreation **Classification:** Parks

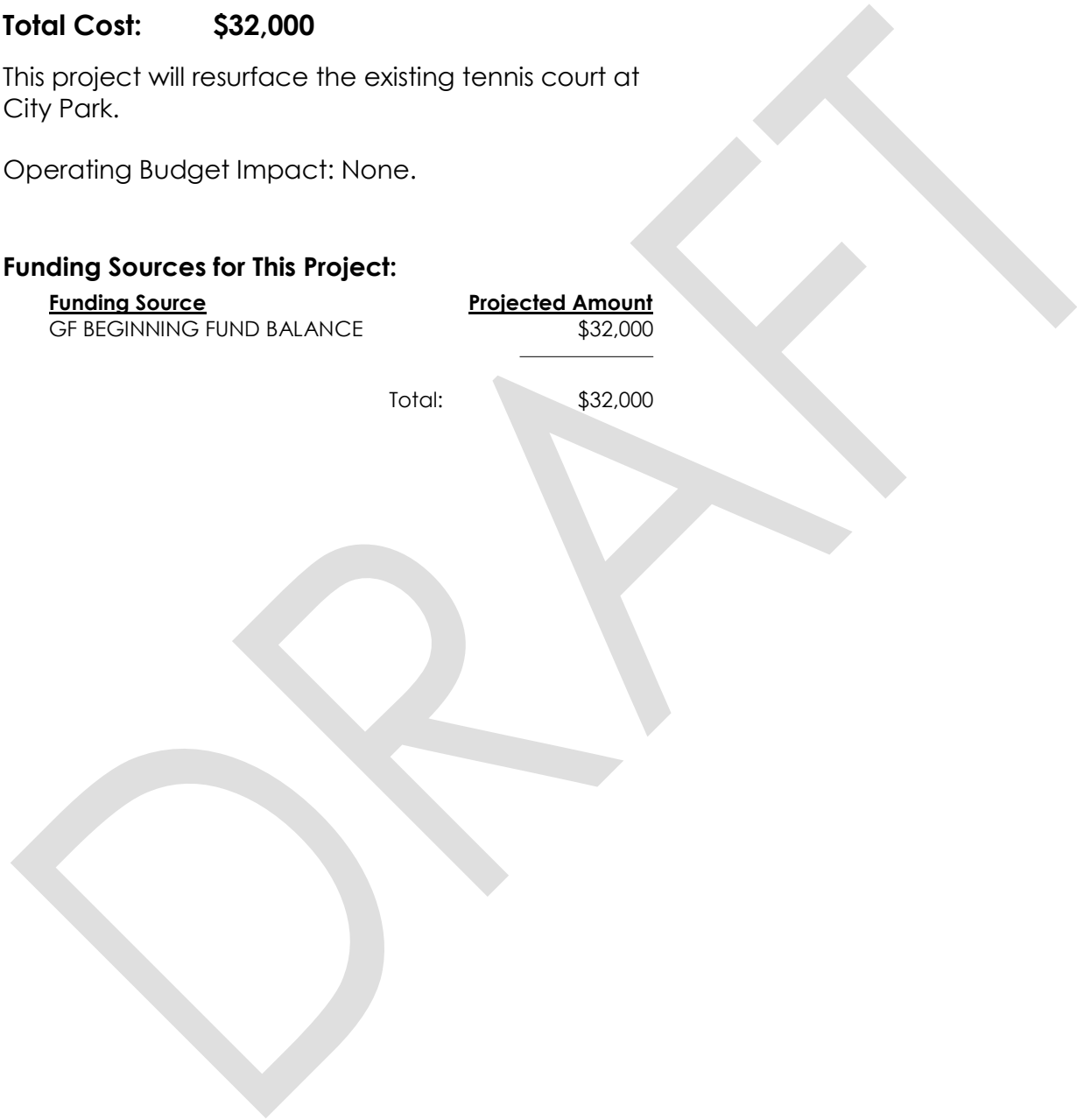
Total Cost: \$32,000

This project will resurface the existing tennis court at City Park.

Operating Budget Impact: None.

Funding Sources for This Project:

<u>Funding Source</u>	<u>Projected Amount</u>
GF BEGINNING FUND BALANCE	\$32,000
	<hr/>
Total:	\$32,000



Master Plan: Parks Master Plan **Plan Element:**
Category: Parks and Recreation **Classification:** Parks

Total Cost: \$21,000

This project will remove existing hedges and vegetation around the tennis court at City Park and replace it with new vegetation to provide better visibility into tennis court area and reduce hedge maintenance needs.

Operating Budget Impact: Long-term reduction in hedge maintenance costs.

Funding Sources for This Project:

<u>Funding Source</u>	<u>Projected Amount</u>
GF BEGINNING FUND BALANCE	\$21,000
Total:	<hr/> \$21,000

Master Plan: Parks Master Plan **Plan Element:**
Category: Parks and Recreation **Classification:** Parks

Total Cost: \$48,000

This project will construct an additional picnic shelter at City Park.

Operating Budget Impact: Additional parks maintenance expenses.

Funding Sources for This Project:

<u>Funding Source</u>	<u>Projected Amount</u>
PARKS – SDC – REIMBURSEMENT FUND	\$48,000
Total:	\$48,000

Plan FY: 2023-2024 ACORN PARK PAVED ACCESS PATHWAYS
CIP Project #: 1108

Master Plan: Parks Master Plan **Plan Element:**
Category: Parks and Recreation **Classification:** Parks

Total Cost: \$16,000

This project will add paved access pathways within Acorn Park to improve accessibility for all.

Operating Budget Impact: Minor additional parks maintenance expenses.

Funding Sources for This Project:

<u>Funding Source</u>	<u>Projected Amount</u>
GF BEGINNING FUND BALANCE	\$16,000
Total:	\$16,000

Master Plan: Parks Master Plan **Plan Element:**
Category: Parks and Recreation **Classification:** Parks

Total Cost: \$21,000

This project will upgrade playground equipment at Acorn Park.

Operating Budget Impact: None.

Funding Sources for This Project:

<u>Funding Source</u>	<u>Projected Amount</u>
GF BEGINNING FUND BALANCE	\$21,000
Total:	\$21,000

Plan FY: 2023-2024 ACORN PARK ACCESSIBLE BENCHES AND PICNIC TABLES
CIP Project #: 1110 and 1112

Master Plan: Parks Master Plan **Plan Element:**
Category: Parks and Recreation **Classification:** Parks

Total Cost: \$14,000

This project will install accessible benches and picnic tables at Acorn Park, including concrete pads for picnic tables.

Operating Budget Impact: Minor additional parks maintenance expenses.

Funding Sources for This Project:

<u>Funding Source</u>	<u>Projected Amount</u>
GF BEGINNING FUND BALANCE	\$14,000
Total:	\$14,000

Plan FY: 2024-2025 ACORN PARK PICNIC SHELTER (SMALL)
CIP Project #: 1111

Master Plan: Parks Master Plan **Plan Element:**
Category: Parks and Recreation **Classification:** Parks

Total Cost: \$27,000

This project will construct a new, small picnic shelter at Acorn Park.

Operating Budget Impact: Additional parks maintenance expenses.

Funding Sources for This Project:

<u>Funding Source</u>	<u>Projected Amount</u>
PARKS – SDC – IMPROVEMENTS FUND	\$27,000
Total:	\$27,000

Master Plan: Parks Master Plan **Plan Element:**
Category: Parks and Recreation **Classification:** Parks

Total Cost: \$477,000

This project will acquire additional property on the east side of the existing City Park.

Operating Budget Impact: Ongoing park maintenance expenses.

Funding Sources for This Project:

<u>Funding Source</u>	<u>Projected Amount</u>
PARKS – SDC – IMPROVEMENTS FUND	\$477,000
Total:	\$477,000

Unfunded Projects

The following projects have been identified as needed repairs and/or improvements to the City's infrastructure. In most cases, these projects are the result of a master plan process, which attempts to systematically look at the needs for public infrastructure over the next 10 to 20 years. These projects are considered "Unfunded" because either a source of funding has not been made available, or they will not be implemented within the five-year window this plan covers.

Parks System

CIP #	Phase	Year	Title	Projected Total
1115	0		NEW NEIGHBORHOOD PARK MASTER PLAN AND DEVELOPMENT	\$795,000
1116	0		PICKLEBALL COURT	\$64,000
1114	0		PROPERTY ACQUISITION FOR ADDITIONAL PARK	\$424,000
1118	0		RECONFIGURE CITY PARK LAYOUT TO ACCOMMODATE ADDITIONAL FACILITIES	\$1,325,000
1119	0		ACORN PARK REPLACE GRASS WITH NATIVE GROUNDCOVER IN SHADY AREAS	\$27,000
1120	0		SPORTS FIELDS AND PARKING ON PROPERTY BEHIND CITY HALL	\$1,590,000
1121	0		CITY PARK SPLASH PAD	\$371,000
1123	0		MULTI-USE PATH SOUTH OF CONSER	\$901,000
1124	0		NATURE TRAILS THROUGH WETLAND AREAS	\$318,000
1125	0		MULTI-USE PATH BETWEEN CITY PARK AND CITY HALL	\$371,000
Total for Unfunded Parks System:				\$6,186,000

Grand Total for Unfunded Parks: \$6,186,000

Parks SDC Account Balances and Projections

Parks SDC Tracking			
SDC per EDU = \$1,200		SDC-R	SDC-I
% of total SDC (from 2006/2008 methodology)		23%	77%
Notes			
FY 2017-2018			
SDC Revenues			
BOY (per previous auditor workpaper)	331,250		
BOY SDC R/I	76,188	255,063	
SDCs Received (revenue)		151,375	
SDC Revenue R/I	34,816	116,559	
Total SDC R/I Resources for FY	111,004	371,621	
SDC Expenditures			
Parks Capital Improvements	18,984		100% SDC-R because not listed in 2006/2008 SDC methodology
Total SDC R/I Expenditures for FY	18,984	0	
SDC Balance EOY R/I	92,020	371,621	
SDC Balance EOY Total	463,641		
FY 2018-2019			
SDC Revenues			
BOY (per previous auditor workpaper)	463,641		
BOY SDC R/I	92,020	371,621	
SDCs Received (revenue)		116,400	
SDC Revenue R/I	26,772	89,628	
Total SDC R/I Resources for FY	118,792	461,249	
SDC Expenditures			
Parks Capital Improvements	0	0	
Parks Master Plan	23,723	0	100% SDC-R because not listed in 2006/2008 SDC methodology
Total SDC R/I Expenditures for FY	23,723	0	
SDC Balance EOY R/I	95,069	461,249	
SDC Balance EOY Total	556,318		
FY 2019-2020			
SDC Revenues			
BOY (per previous auditor workpaper)	556,318		
BOY SDC R/I	95,069	461,249	
SDCs Received (revenue)		122,404	
SDC Revenue R/I	28,153	94,251	
Total SDC R/I Resources for FY	123,222	555,500	
SDC Expenditures			
Parks Capital Improvements			
Parks Master Plan	26,081	0	100% SDC-R because not listed in 2006/2008 SDC methodology
Total SDC R/I Expenditures for FY	26,081	0	
SDC Balance EOY R/I	97,141	555,500	
SDC Balance EOY Total	652,642		
FY 2020-2021 - ESTIMATED			
SDC Revenues			
BOY	652,642		
BOY SDC R/I	97,141	555,500	
SDCs Received (revenue)		66,000	Estimated based on 55 EDUs, \$56,400 collected as of 4/15/21
SDC Revenue R/I	15,180	50,820	
Total SDC R/I Resources for FY	112,321	606,320	
SDC Expenditures			
New Park Property Acquisition	109,000	600,000	100% SDC-I eligible in 2006/2008 SDC methodology
Total SDC R/I Expenditures for FY	109,000	600,000	
SDC Balance EOY R/I	3,321	6,320	
SDC Balance EOY Total	9,642		Estimated
FY 2021-2022 - PROJECTED			
SDC Revenues			
BOY	9,642		
BOY SDC R/I	3,321	6,320	
SDCs Received (revenue)		24,000	Estimated based on 20 EDUs
SDC Revenue R/I	5,520	18,480	
Total SDC R/I Resources for FY	8,841	24,800	
SDC Expenditures			
	0	0	
Total SDC R/I Expenditures for FY	0	0	
SDC Balance EOY R/I	8,841	24,800	
SDC Balance EOY Total	33,642		projected

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Public Facilities

Moving Toward the Future

Emergency Facilities

The City of Millersburg's emergency fire service is provided by the City of Albany through an Intergovernmental Agreement (IGA) for the incorporated limits of the City, which became effective July 1, 2018. To support this service, the City of Millersburg constructed a temporary fire station to provide a facility within the City of Millersburg from which the City of Albany Fire Department could respond.

Construction of the permanent fire station begins in April 2021 and is anticipated to be completed in the late spring or early summer of 2022.

City Buildings

Millersburg currently has a small number of City buildings, including City Hall and the Maintenance Shop. Staff continue to evaluate the needs of these facilities and equipment replacement programs. Some needs have been identified and are included in this CIP. As these facility needs are further identified, projects will be added to the CIP in future years.

Funding Summary

The following table shows the total amount of projects scheduled in each of the five years of this CIP, broken down by the source of the funding. The costs shown are the projected construction costs in the year the project is proposed. Each year we take the estimated cost of the projects and bring them up to current year costs by applying the change in the Engineering News-Record (ENR) construction cost index for Seattle.

Projected Cost Totals

FUNDING SOURCE	2021-22	2022-23	2023-24	2024-25	2025-26	TOTAL
Fire Facility Reserve	\$3,500,000	\$0	\$0	\$0	\$0	\$3,500,000
GF Beginning Balance	\$2,038,000	\$30,000	\$0	\$0	\$0	\$2,068,000
GRAND TOTALS:	\$5,538,000	\$30,000	\$0	\$0	\$0	\$5,568,000

Funded Projects Summary & Detail

The following projects have been identified for inclusion in this five-year Capital Improvement Program.

Each project shown below is explained in detail on the pages that follow. Projects are listed in the fiscal year order they are planned to occur, and in CIP ID# order within a given fiscal year set.

CIP #	Phase Title	Projected Total
Plan Year: 2021 – 2022		
1004B	PERMANENT FIRE STATION CONSTRUCTION	\$5,538,000
Total for FY 2021 - 2022		\$5,538,000
Plan Year: 2022 - 2023		
1006	CITY HALL SIDEWALKS AND ADA RAMP	\$30,000
Total for FY 2022 – 2023		\$30,000
Plan Year: 2023 – 2024		
	NONE IDENTIFIED	\$0
Total for FY 2023 – 2024		\$0
Plan Year: 2024 – 2025		
	NONE IDENTIFIED	\$0
Total for FY 2024 – 2025		\$0
Plan Year: 2025 – 2026		
	NONE IDENTIFIED	\$0
Total for FY 2025 – 2026		\$0
Grand Total for Public Facilities:		\$5,568,000

Master Plan:
Category: Public Facilities

Plan Element:
Classification: Emergency Services

Total Cost: \$5,538,000

This project will provide a permanent fire station within the City of Millersburg. Total estimated general fund project construction cost is \$5.48 million. This project is budgeted to span over two fiscal years, with \$200,000 anticipated to be spent in FY 2020-21 and \$5,280,000 budgeted in FY 2021-22.

Operating Budget Impact: Ongoing facility operation costs, including utilities and maintenance, will be required.

Funding Sources for This Project:

<u>Funding Source</u>	<u>Projected Amount</u>
FIRE FACILITY RESERVE (FROM GF BEGINNING FUND BALANCE)	\$3,500,000
GENERAL FUND	\$2,038,000
	<hr/>
Total:	\$5,538,000

Master Plan:
Category: Public Facilities

Plan Element:
Classification: City Hall

Total Cost: \$30,000

This project will replace the ADA ramp at the front entrance to the building and construct a new sidewalk around the north end of the building for access to the north office space.

Operating Budget Impact: This project will reduce maintenance costs over the long term by reducing the amount of maintenance of the deteriorated pavement.

Funding Sources for This Project:

<u>Funding Source</u>	<u>Projected Amount</u>
GENERAL FUND BEGINNING BALANCE	\$30,000
Total:	\$30,000

Unfunded Projects

The following projects have been identified as needed repairs and/or improvements to the City's infrastructure. In most cases, these projects are the result of a master plan process, which attempts to systematically look at the needs for public infrastructure over the next 10 to 20 years. These projects are considered "Unfunded" because either a source of funding has not been made available, or they will not be implemented within the five-year window this plan covers.

Public Facilities

CIP #	Phase	Year	Title	Projected Total
1008		0	CONSER ROAD BUFFER	\$1,000,000
Total for Unfunded Public Facilities:				\$1,000,000

Grand Total for Unfunded Public Facilities: \$1,000,000

Transportation

Investing in our Infrastructure

The City's transportation system consists of City and Linn County roads. The City maintains approximately 33 lane miles of improved streets, associated signs, four bridges, and one crosswalk with flashing beacons.

Federal regulations require that communities with populations greater than 50,000 and adjacent communities within the "urbanized area" of the larger community form Metropolitan Planning Organizations (MPOs). As a result, in 2013 the Albany Area Metropolitan Planning Organization (AAMPO) was formed with the cities of Albany, Millersburg, Tangent, and Jefferson and Linn and Benton counties. AAMPO provides a platform for Albany and its neighboring communities to work together on regional planning efforts.

In past years, Millersburg's street capital projects have primarily been funded from state gas tax revenues (highway use tax), street SDCs, and the general fund.

Addressing Maintenance Needs

Millersburg's Strategic Plan identifies an objective to develop and implement a proactive maintenance plan for City streets. In 2018 Millersburg invested in an inventory and condition assessment of City streets and a pavement management system. Based on this information, projects and maintenance activities are being prioritized. If the appropriate steps are taken at this time, the life of the streets can be extended, deferring more costly improvements. Maintenance activities such as crack sealing and striping are included in the annual budget, but are not included in this Capital Improvements Plan.

The City and Linn County have entered into an agreement for realignment of and improvements to a portion of Morningstar Road, to be constructed by Linn County prior transfer of jurisdiction to Millersburg. The City is responsible for costs associated with construction of public water and sewer infrastructure within the new roadway alignment. These utility costs are identified in the Wastewater and Water sections.

Funding Summary

The following table shows the total value of projects scheduled in each of the five years of this CIP, broken down by the source of the funding. The costs shown are the projected total costs in the year the project is proposed.

Each year the estimated cost of the projects are brought up to current year costs by applying the change in the Engineering News-Record (ENR) construction cost index for Seattle.

Projected Cost Totals

FUNDING SOURCE	2021-22	2022-23	2023-24	2024-25	2025-26	TOTAL
General Fund Beginning Balance	\$0	\$0	\$0	\$0	\$0	\$0
Streets SDC-Improvements	\$878,000	\$289,000	\$0	\$0	\$786,000	\$1,953,000
Streets SDC-Reimbursement	\$0	\$0	\$0	\$0	\$124,000	\$124,000
Highway Use Tax	\$0	\$0	\$0	\$0	\$0	\$0
Highway Use Tax – Bike/Ped	\$0	\$16,000	\$0	\$0	\$0	\$16,000
Street Reserves and Street Beginning Fund Balance	\$40,000	\$181,000	\$0	\$0	\$496,000	\$717,000
Suniga Millersburg Drive Reservation	\$0	\$0	\$0	\$0	\$341,000	\$341,000
Grants	\$0	\$0	\$0	\$0	\$0	\$0
GRAND TOTALS:	\$918,000	\$486,000	\$0	\$0	\$1,747,000	\$3,151,000

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Funded Projects Summary & Detail

The following projects have been identified for inclusion in this five-year Capital Improvement Program.

Each project shown below is explained in detail on the pages that follow. Projects are listed in the fiscal year order they are planned to occur, and in CIP ID# order within a given fiscal year set.

CIP #	Phase Title	Projected Total
Plan Year: 2021 – 2022		
2010	WEST INDUSTRIAL PROPERTY ACCESS ROAD	\$222,000
2039	WOODS ROAD SHARED USE PATH	\$40,000
2050	TRANSITION PARKWAY	\$656,000
Total for FY 2021 - 2022		\$918,000
Plan Year: 2022 – 2023		
2039	WOODS ROAD SHARED USE PATH	\$486,000
Total for FY 2022 – 2023		\$486,000
Plan Year: 2023 – 2024		
	NONE	\$0
Total for FY 2023 - 2024		\$0
Plan Year: 2024 – 2025		
	NONE	\$0
Total for FY 2024 - 2025		\$0
Plan Year: 2025 – 2026		
2016	MILLERSBURG DRIVE WEST OF WOODS ROAD FULL STREET IMPROVEMENTS	\$1,747,000
Total for FY 2025 - 2026		\$1,747,000
Grand Total for Transportation:		\$3,151,000

Master Plan:
Category: Transportation

Plan Element:
Classification: Streets

Total Cost: \$222,000

This project will construct a new access road to City-owned industrial property on the west side of the Burlington Northern railroad tracks.

Operating Budget Impact: Development of new roads increases operating expenses for road maintenance.

Funding Sources for This Project:

<u>Funding Source</u>	<u>Projected Amount</u>
STREET SDC-IMPROVEMENTS FUND	\$222,000
Total:	\$222,000

Master Plan:
Category: Transportation

Plan Element:
Classification: Streets

Total Cost: \$1,747,000

This project will construct full street improvements on Millersburg Drive west of Woods Road to the railroad tracks.

In 2017, the developer of the Eagle’s Nest project paid street frontage fees which must be returned, with associated interest, to the developer if street improvements are not constructed within 20 years.

Operating Budget Impact: None at this time.

Funding Sources for This Project:

<u>Funding Source</u>	<u>Projected Amount</u>
SUNIGA MILLERSBURG DRIVE RESERVATION	\$341,000
STREET SDC-IMPROVEMENTS FUND	\$786,000
STREET SDC-REIMBURSEMENT FUND	\$124,000
STREET FUND RESERVES	\$496,000
	<hr/>
Total:	\$1,747,000

Master Plan:
Category: Transportation

Plan Element:
Classification: Pedestrian and Bikeways

Total Cost: \$526,000

This project will construct a multi-use path adjacent to Woods Road between Alexander Lane and Sonora Dr.

This project is budgeted to span over two fiscal years (FY 21-22 and FY 22-23). The first phase of the work (FY 21-22) is budgeted for \$40,000 to begin preliminary design and right-of-way acquisition.

Operating Budget Impact: None at this time.

Funding Sources for This Project:

<u>Funding Source</u>	<u>Projected Amount</u>
HIGHWAY USE TAX – BIKE/PED	\$16,000
STREET SDC-IMPROVEMENTS FUND	\$289,000
STREET FUND RESERVES	\$221,000
	<hr/>
Total:	\$526,000

Master Plan:
Category: Transportation

Plan Element:
Classification: Streets

Total Cost: \$656,000

This project will include design and construction of a new access road off of Old Salem Road to serve the fire station and industrial property.

Operating Budget Impact: Development of new roads increases operating expenses for road maintenance.

Funding Sources for This Project:

<u>Funding Source</u>	<u>Projected Amount</u>
STREET SDC-IMPROVEMENTS FUND	\$656,000
Total:	\$656,000

Unfunded Projects

The following projects have been identified as needed repairs and/or improvements to the City's infrastructure. In most cases, these projects are the result of a master plan process, which attempts to systematically look at the needs for public infrastructure over the next 10 to 20 years. These projects are considered "Unfunded" because either a source of funding has not been made available, or they will not be implemented within the five-year window this plan covers.

Street Reconstruction/Improvements Projects

CIP #	Phase	Year	Title	Projected Total
2018	0		WOODS ROAD FULL STREET IMPROVEMENTS	\$1,795,000
2019	0		PARKER LANE FULL STREET IMPROVEMENTS	\$628,000
2020	0		WAVERLY FULL STREET IMPROVEMENTS	\$483,000
2021	0		AMANDA FULL STREET IMPROVEMENTS	\$304,000
2022	0		BAIN AND TONI FULL STREET IMPROVEMENTS	\$483,000
2023	0		ZUHLKE EXTENSION EAST	\$479,000
2024	0		ZUHLKE EXTENSION WEST	\$1,123,000
2025	0		CONSER ROAD FULL STREET IMPROVEMENTS	\$1,087,000
2026	0		FUTURE ROAD THROUGH CITY INDUSTRIAL PROPERTY	\$3,622,000
Total for Unfunded Street Projects:				\$10,004,000

Bridges

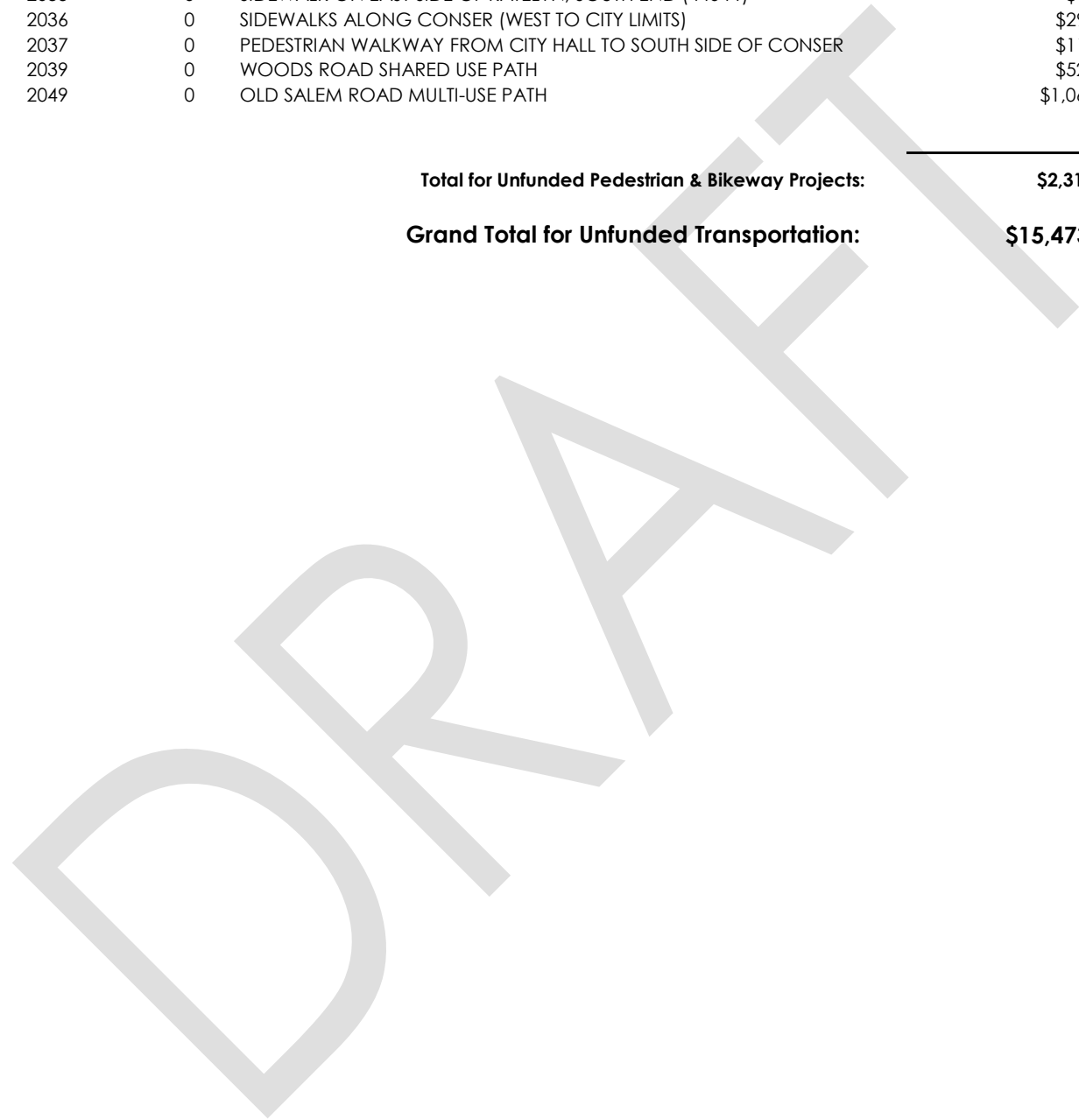
CIP #	Phase	Year	Title	Projected Total
2028	0		BRIDGE REPLACEMENT WAVERLY DRIVE AT COX CREEK	\$2,527,000
Total for Unfunded Bridges:				\$2,527,000

Miscellaneous - Transportation

CIP #	Phase	Year	Title	Projected Total
2029	0		STREET LIGHTING WOODS ROAD AND CONSER ROAD	\$28,000
2030	0		SIGNAL LIGHT CONSER AND OLD SALEM ROAD (SHARED WITH LINN CO.)	\$562,000
2049	0		MILLERSBURG GATEWAY TREATMENTS (NORTH AND SOUTH ENDS OF CITY)	\$350,000
Total for Unfunded Miscellaneous - Transportation:				\$624,000

Pedestrian & Bikeway Projects

CIP #	Phase	Year	Title	Projected Total
2032	0		WIDEN SHOULDER AND PROVIDE BIKE LANES ALONG OLD SALEM ROAD	\$60,000
2033	0		EXTEND BICYCLE LANES ON CONSER WEST TO CITY LIMITS (PAINT ONLY)	\$12,000
2034	0		SIDEWALKS ON SOUTH END OF OLD SALEM RD (SHARED WITH LINN CO.)	\$239,000
2035	0		SIDEWALK ON EAST SIDE OF KATELYN, SOUTH END (440 FT)	\$10,000
2036	0		SIDEWALKS ALONG CONSER (WEST TO CITY LIMITS)	\$299,000
2037	0		PEDESTRIAN WALKWAY FROM CITY HALL TO SOUTH SIDE OF CONSER	\$112,000
2039	0		WOODS ROAD SHARED USE PATH	\$526,000
2049	0		OLD SALEM ROAD MULTI-USE PATH	\$1,060,000
Total for Unfunded Pedestrian & Bikeway Projects:				\$2,318,000
Grand Total for Unfunded Transportation:				\$15,473,000



Transportation SDC Account Balances and Projections

Streets SDC Tracking			
SDC per EDU = \$3,542		SDC-R	SDC-I
% of total SDC (from 2006/2008 methodology)		4%	96%
			Notes
FY 2017-2018			
SDC Revenues			
BOY (per previous auditor workpaper)	1,110,218		In previous audits, \$410,390 in other restricted funds was included in the SDC balance, for a total of \$1,520,608. The amount in other restricted funds should be subtracted from the SDC BOY balance.
BOY SDC R/I	44,409	1,065,809	
SDCs Received (revenue)		446,592	
SDC Revenue R/I	17,864	428,728	
Total SDC R/I Resources for FY	62,272	1,494,538	
SDC Expenditures			
Solar Speed Signs	20,823	0	100% SDC-R because not listed in 2006/2008 SDC methodology
Woods Road Construction (north end)	20,967	74,338	Total amount for FY 17-18 was \$95,305, 78% improvement per 2006/2008 SDC methodology
Total SDC R/I Expenditures for FY	41,790	74,338	
SDC Balance EOY R/I	20,482	1,420,200	
SDC Balance EOY Total		1,440,682	
FY 2018-2019			
SDC Revenues			
BOY (per previous auditor workpaper)	1,440,682		
BOY SDC R/I	20,482	1,420,200	
SDCs Received (revenue)		340,032	
SDC Revenue R/I	13,601	326,431	
Total SDC R/I Resources for FY	34,084	1,746,630	
SDC Expenditures			
Streets Capital Projects	0	0	
Total SDC R/I Expenditures for FY	0	0	
SDC Balance EOY R/I	34,084	1,746,630	
SDC Balance EOY Total		1,780,714	
FY 2019-2020			
SDC Revenues			
BOY (per previous auditor workpaper)	1,780,714		
BOY SDC R/I	34,084	1,746,630	
SDCs Received (revenue)		376,515	
SDC Revenue R/I	15,061	361,454	
Total SDC R/I Resources for FY	49,144	2,108,084	
SDC Expenditures			
Street Capital Projects	0	0	
Total SDC R/I Expenditures for FY	0	0	
SDC Balance EOY R/I	49,144	2,108,084	
SDC Balance EOY Total		2,157,229	
FY 2020-2021 - old methodology for permits issued through mid-September, then switch to new			
SDC Revenues			
BOY (per previous auditor workpaper)	2,157,229		
BOY SDC R/I	49,144	2,108,084	
SDCs Received (revenue)		148,764	Based on 43 EDUs
SDC Revenue R/I	5,951	142,813	
Beginning mid-September SDC per EDU = \$5723	SDC-R	SDC-I	
% of total SDC (from 2020 methodology)	38%	62%	
SDC Revenue R/I	26,172	42,504	Estimated based on 12 EDUs
Total Revenue for FY	32,123	185,317	
Total SDC R/I Resources for FY	81,267	2,293,402	
SDC Expenditures			
Access Road for Industrial Property West of RR Tra	0	0	100% SDC-I in 2020 SDC methodology
Fire Station and Industrial Property Access Road	0	0	100% SDC-I in 2020 SDC methodology
Woods Road Shared Use Path	0	0	55% SDC-I in 2020 SDC methodology (project cost for 20-21 is \$40,000, remainder in following years)
Total SDC R/I Expenditures for FY	0	0	
SDC Balance EOY R/I	81,267	2,293,402	
SDC Balance EOY Total		2,374,669	projected
Streets SDC Tracking - beginning July 1, 2021			
SDC per EDU = \$5723		SDC-R	SDC-I
% of total SDC (from 2020 methodology)		38%	62%
			Notes
FY 2021-2022 - PROJECTED			
SDC Revenues			
BOY	2,374,669		
BOY SDC R/I	81,267	2,293,402	
SDCs Received (revenue)		114,460	Estimated based on 20 EDUs
SDC Revenue R/I	43,620	70,840	
Total SDC R/I Resources for FY	124,887	2,364,242	
SDC Expenditures			
Access Road for Industrial Property West of RR Tra	0	209,000	100% SDC-I in 2020 SDC methodology
Fire Station and Industrial Property Access Road	0	656,000	100% SDC-I in 2020 SDC methodology
Woods Road Shared Use Path	18,000	22,000	55% SDC-I in 2020 SDC methodology (project cost for 20-21 is \$40,000, remainder in following years)
Total SDC R/I Expenditures for FY	18,000	887,000	
SDC Balance EOY R/I	106,887	21,477,242	
SDC Balance EOY Total		1,584,129	projected

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Storm Water

Protecting our Resources

Millersburg receives an average annual rainfall of approximately 42 inches. During rain events, it is important to have infrastructure in place to manage the storm water runoff. Infrastructure for storm water includes pipes and ditches and facilities to hold and reduce the peak storm water discharge in a safe and efficient manner that protects against flooding while also minimizing impacts to the environment.

In order to properly operate and maintain the storm water system, it is important the City understand how the existing storm water system performs, plan for future infrastructure needs, adapt to new regulatory requirements, and understand new methods and technologies for protecting Millersburg's valuable water resources.

Evaluating Our System and Planning for the Future

In 2018, Millersburg hired a consultant to create a Storm Water Master Plan. The purpose of the plan was to evaluate the storm water patterns and needs of the City on a holistic level. The Storm Water Master Plan is now used to identify storm water improvement and maintenance projects, as well as provide valuable information to help guide development within the City. The master plan's project list has been added to this section of the CIP.

One of the storm water challenges now facing the City is how to respond to new regulatory requirements mandated by the Environmental Protection Agency (EPA) and the Oregon Department of Environmental Quality (DEQ). Millersburg currently has an approved five-year plan for complying with the Willamette River Total Maximum Daily Load (TMDL). Millersburg is also now required to comply with requirements of the National Pollution Discharge Elimination Standards (NPDES) Municipal Separate Storm Sewer System (MS4) Phase II General Permit from DEQ. To comply with the approved TMDL plan and NPDES MS4 Phase II permit, the City will need to make significant changes to our storm water management practices within the five-year window of this CIP.

Taking steps to address the Funding Challenge

Unlike the street, wastewater, and water utilities, storm water management and maintenance activities do not currently have a dedicated funding source. Potential sources of funding could include establishing a storm water utility charge in the future.

Projected Cost Totals

FUNDING SOURCE	2021-22	2022-23	2023-24	2024-25	2025-26	TOTAL
General Fund Beginning Balance	\$0	\$205,000	\$224,000	\$0	\$0	\$429,000
Stormwater Fund Beginning Balance	\$20,000	\$0	\$0	\$0	\$0	\$20,000
GRAND TOTALS:	\$20,000	\$205,000	\$224,000	\$0	\$0	\$449,000

Funded Projects Summary & Detail

The following projects have been identified for inclusion in this five-year Capital Improvement Program.

Each project shown below is explained in detail on the pages that follow. Projects are listed in the fiscal year order they are planned to occur, and in CIP ID# order within a given fiscal year set.

CIP #	Phase Title	Projected Total
Plan Year: 2021 – 2022		
3001	NORTH TRIBUTARY OF CROOKS CREEK IMPROVEMENTS	\$20,000
3002	BECKER RIDGE DETENTION POND OUTFALL MODIFICATIONS	\$20,000
Total for FY 2020 – 2021		\$40,000
Plan Year: 2022 – 2023		
3001	NORTH TRIBUTARY OF CROOKS CREEK IMPROVEMENTS	\$185,000
Total for FY 2021 - 2022		\$185,000
Plan Year: 2023 – 2024		
3003	MORNINGSTAR ESTATES OUTFALL MODIFICATION	\$224,000
Total for FY 2022 – 2023		\$224,000
Plan Year: 2024 – 2025		
	NONE IDENTIFIED	\$0
Total for FY 2023 – 2024		\$0
Plan Year: 2025 – 2026		
	NONE IDENTIFIED	\$0
Total for FY 2024 – 2025		\$0
Grand Total for Stormwater:		\$449,000

Master Plan:
Category: Storm Water
 Stations

Plan Element:
Classification: Conveyance

Total Cost: \$205,000

This project consists of regrading and removing obstructions from the existing channel of a tributary to Crooks Creek north of Millersburg Drive to improve drainage. The project will regrade approximately 3,050 linear feet of channel to provide a 0.2% channel slope.

This project is budgeted to span over two fiscal years (FY 21-22 and FY 22-23). The first phase of the work (FY 21-22) is budgeted for \$20,000 to begin preliminary design and permitting.

Operating Budget Impact: This project will reduce the risk of flooding properties adjacent to the tributary.

Funding Sources for This Project:

<u>Funding Source</u>	<u>Projected Amount</u>
GENERAL FUND	\$205,000
Total:	\$205,000

Master Plan:
Category: Storm Water
 Stations

Plan Element:
Classification: Conveyance

Total Cost: \$20,000

Emergency overflow designs for two of the three detention basins present in the Becker Ridge development do not adequately prevent flooding in the adjacent or upstream roadways.

This project will install a secondary emergency overflow structure in each of the ponds to ensure the system has the capacity to pass design flows up to the 25-year storm without flooding the roadway.

Operating Budget Impact: This project will reduce maintenance costs over the long term and reduce the risk of flooding roads adjacent to the detention basins.

Funding Sources for This Project:

<u>Funding Source</u>	<u>Projected Amount</u>
STORMWATER FUND BEGINNING BALANCE	\$20,000
Total:	\$20,000

Master Plan:
Category: Storm Water
 Stations

Plan Element:
Classification: Conveyance

Total Cost: \$224,000

The Morningstar Estates storm water system currently lacks an emergency overflow. In the event of the system exceeding capacity the excess storm water has no escape route and ponds in the roadways with the possibility of causing damage to adjacent property.

This project will install an emergency overflow that allows the conveyance of large storms while reducing the risk to life and property.

Operating Budget Impact: This project will reduce maintenance costs over the long term and reduce the risk of flooding streets.

Funding Sources for This Project:

<u>Funding Source</u>	<u>Projected Amount</u>
GENERAL FUND	\$224,000
	<hr/>
Total:	\$224,000

Unfunded Projects

The following projects have been identified as needed repairs and/or improvements to the City's infrastructure. In most cases, these projects are the result of a master plan process, which attempts to systematically look at the needs for public infrastructure over the next 10 to 20 years. These projects are considered "Unfunded" because either a source of funding has not been made available, or they will not be implemented within the five-year window this plan covers.

Collection and Conveyance System

CIP #	Phase	Year	Title	Projected Total
3004	0		HOFFMAN ESTATES STORM WATER CAPACITY IMPROVEMENTS	\$173,000
3005	0		UMPQUA LANE DETENTION PIPES MODIFICATION	\$121,000
3006	0		WOODS ROAD DRAINAGE CAPACITY INCREASE	\$616,000
3007	0		CROOKS CREEK SEDIMENTATION STUDY	\$77,000
3008	0		KATHRYN ST AND KNOX BUTTE AVE STORM IMPROVEMENTS	\$240,000
3014	0		SW IN WOODS ROAD EXTENSION	\$1,280,000
3015	0		SW IN ZUHLKE LANE EXTENSION	\$463,000
3016	0		SW IN 54 TH AVENUE EXTENSION	\$326,000
3017	0		SW IN CONSER ROAD IMPROVEMENTS	\$225,000
3018	0		OLD SALEM ROAD BUILD-OUT CAPACITY IMPROVEMENTS	\$779,000
3019	0		OLD SALEM ROAD EXISTING CAPACITY IMPROVEMENTS	\$4,085,000
Total for Unfunded Collection and Conveyance System:				\$8,385,000

Grand Total for Unfunded Stormwater: \$8,385,000

Wastewater

Establishing a Maintenance Program

The City's wastewater system consists of a collection system that is made up of approximately 20 miles of gravity flow pipes, 3 miles of pressure pipes, over 350 manholes, and 5 sewer lift stations. Millersburg is a joint owner with the City of Albany in the Water Reclamation Facility and Talking Water Gardens wetlands; the City of Albany holds the discharge permit with DEQ.

In 2016 and 2017, the City performed a Sanitary Sewer System Master Plan. The Master Plan identified recommended capital improvement projects. The Morningstar and ATI Pump Station Upgrades were completed in 2018 and 2019. Additional recommended projects are included in this CIP. In addition, the Master Plan recommended performing a condition assessment of the collection system.

Millersburg contracts with the City of Albany for operation and maintenance of the sewer collection system through an Intergovernmental Agreement (IGA). The wastewater projects identified in this year's five-year window include those recommended by the City's adopted Sanitary Sewer System Master Plan and needs identified by City of Albany operations staff. Maintenance of the collection system helps reduce infiltration of groundwater and inflow of storm water into the collection system, which can impact capacity requirements within the system and require additional capital improvements for conveyance and treatment of sewer flows. Maintenance activities that consist of cleaning and inspecting of the system are not included in the CIP. Significant repairs required to address unsatisfactory inspection results are included in the CIP.

Future projects will be required to address issues at both the Water Reclamation Facility and Talking Water Gardens. These projects are currently in preliminary planning phases. Some have been incorporated into this CIP and others will be incorporated into future CIPs once more detailed information is available.

Funding Summary

The following table shows the total value of projects scheduled in each of the five years of this CIP, broken down by the source of the funding. The costs shown are the projected total project costs in the year the project is proposed.

Each year the estimated cost of the projects is adjusted to current year costs by applying the change in the Engineering News-Record (ENR) construction cost index for Seattle.

Projected Cost Totals

FUNDING SOURCE	2021-22	2022-23	2023-24	2024-25	2025-26	TOTAL
Sewer SDC-R	\$0	\$0	\$0	\$0	\$0	\$0
Sewer SDC-I	\$68,000	\$203,000	\$0	\$0	\$0	\$271,000
Sewer Rates/Operating Revenues	\$388,000	\$0	\$0	\$0	\$0	\$388,000
Settlement Proceeds	\$420,000	\$0	\$0	\$0	\$0	\$420,000
GRAND TOTALS:	\$876,000	\$203,000	\$0	\$0	\$0	\$1,079,000

Funded Projects Summary & Detail

The following projects have been identified for inclusion in this five-year Capital Improvement Program.

Each project shown below is explained in detail on the pages that follow. Projects are listed in the fiscal year order they are planned to occur, and in CIP ID# order within a given fiscal year set.

CIP #	Phase Title	Projected Total
Plan Year: 2021 – 2022		
4009	WRF SOLIDS HANDLING PROJECT	\$319,000
4013	CROOKS CREEK PUMP STATION UPGRADES	\$20,000
4023	DEWATERING EQUIPMENT REPLACEMENT PROJECT	\$439,000
4024	INFLUENT VFDS	\$10,000
4042	REPAIR MHS AT BURKHART AND ATI FM DISCHARGES	\$20,000
4043	TRANSITION PARKWAY SEWER MAIN	\$68,000
Total for FY 2021 - 2022		\$876,000
Plan Year: 2022 – 2023		
4028	SEWER FOR MORNINGSTAR ROAD REALIGNMENT	\$203,000
Total for FY 2022 - 2023		\$203,000
Plan Year: 2023 – 2024		
	NONE IDENTIFIED	\$0
Total for FY 2023 – 2024		\$0
Plan Year: 2024 – 2025		
	NONE IDENTIFIED	\$0
Total for FY 2024 - 2025		\$0
Plan Year: 2025 – 2026		
	NONE IDENTIFIED	\$0
Total for FY 2025 - 2026		\$0
Grand Total for Wastewater:		\$1,079,000

Master Plan:
Category: Wastewater

Plan Element:
Classification: Water Reclamation Facility

Total Cost: \$319,000

This project will perform the planned solids handling modifications at the wastewater treatment facility. The project will include a composting facility at the wastewater treatment facility. Millersburg’s cost for this project is 10% of the total anticipated project cost of \$3,190,000.

Operating Budget Impact: The design effort will help to address long-term operational costs associated with solids handling.

Funding Sources for This Project:

<u>Funding Source</u>	<u>Projected Amount</u>
SEWER RATES/OPERATING REVENUES	\$0
SETTLEMENT PROCEEDS	\$319,000
	<hr/>
Total:	\$319,000

Master Plan:
Category: Wastewater

Plan Element:
Classification: Pump Stations

Total Cost: \$20,000

This project will upgrade the controls at the Crooks Creek Pump Station, including a new manual transfer switch for emergency power.

Operating Budget Impact: This project will reduce the risk of sewer overflows.

Funding Sources for This Project:

<u>Funding Source</u>	<u>Projected Amount</u>
SEWER RATES/OPERATING REVENUES	\$20,000
Total:	\$20,000

**Plan FY: 2021-2022 ALBANY-MILLERSBURG WATER RECLAMATION FACILITY DEWATERING
EQUIPMENT REPLACEMENT
CIP Project #: 4023**

Master Plan:
Category: Wastewater

Plan Element:
Classification: Water Reclamation Facility

Total Cost: \$439,000

This project will perform the planned dewatering equipment replacement at the wastewater treatment facility. Millersburg's cost for this project is 10% of the total anticipated project cost of \$5,230,000.

Operating Budget Impact: The design effort will help to address long-term operational costs associated with solids handling.

Funding Sources for This Project:

<u>Funding Source</u>	<u>Projected Amount</u>
SEWER RATES/OPERATING REVENUES	\$338,000
SETTLEMENT PROCEEDS	\$101,000
	<hr/>
Total:	\$439,000

Master Plan:
Category: Wastewater

Plan Element:
Classification: Miscellaneous - Wastewater

Total Cost: \$30,000

This project will replace aging variable frequency drives (VFDs) on influent pumps at the wastewater treatment facility. Millersburg's cost for this project is 10% of the total remaining project cost of \$300,000. It is anticipated that 2 of the 6 VFDs will be replaced each year beginning in FY 2019-20 at a cost of \$100,000 per year for three years.

Operating Budget Impact: This project will address a maintenance need at the WRF.

Funding Sources for This Project:

<u>Funding Source</u>	<u>Projected Amount</u>
SEWER RATES/OPERATING REVENUES	\$30,000
Total:	\$30,000

Master Plan:
Category: Wastewater

Plan Element:
Classification: Collection System

Total Cost: \$203,000

This project will install approximately 1000 ft of new sewer main in Morningstar Road along with the Morningstar Road realignment project to be conducted by Linn County.

Operating Budget Impact: This project will expand sewer service within the City, which may increase operational costs over the long term.

Funding Sources for This Project:

<u>Funding Source</u>	<u>Projected Amount</u>
SEWER SDC – IMPROVEMENTS FUND	\$203,000
Total:	\$203,000

Plan FY: 2021-2022 REPAIR MANHOLE AT BURKHART FORCE MAIN DISCHARGE
CIP Project #: 4042

Master Plan:
Category: Wastewater

Plan Element:
Classification: Collection System

Total Cost: \$20,000

This project will perform needed repairs at the discharge manhole for the Burkhart sewer lift station force main.

Operating Budget Impact: This project will address a maintenance need in the collection system.

Funding Sources for This Project:

<u>Funding Source</u>	<u>Projected Amount</u>
SEWER RATES/OPERATING REVENUES	\$20,000
Total:	\$20,000

Master Plan:
Category: Wastewater

Plan Element:
Classification: Collection System

Total Cost: \$68,000

This project will install approximately 900 ft of new sewer main in the new fire station and industrial property access road off of Old Salem Road, extending north to tie into the existing sewer main in Conser Road. Project to be conducted concurrent with new fire station (CIP 1004).

Operating Budget Impact: This project will expand sewer service within the City, which may increase operational costs over the long term.

Funding Sources for This Project:

<u>Funding Source</u>	<u>Projected Amount</u>
SEWER SDC – IMPROVEMENTS FUND	\$68,000
Total:	\$68,000

Unfunded Projects

The following projects have been identified as needed repairs and/or improvements to the City's infrastructure. In most cases, these projects are the result of a master plan process, which attempts to systematically look at the needs for public infrastructure over the next 10 to 20 years. These projects are considered "Unfunded" because either a source of funding has not been made available, or they will not be implemented within the five-year window this plan covers.

Interceptors/Collectors

CIP #	Phase	Year	Title	Projected Total
4015		0	EXPANSION OF SYSTEM TO UNDER SERVED INDUSTRIAL AREAS	\$137,000
4044		0	SYSTEM EXPANSION TO INDUSTRIAL PROPERTY SOUTH OF CONSER ROAD	\$364,000
Total for Unfunded Interceptors/Collectors:				\$501,000

Lift Stations

CIP #	Phase	Year	Title	Projected Total
4016		0	ATI PUMP REPLACEMENT	\$72,000
4017		0	MORNINGSTAR PUMP IMPELLER REPLACEMENT	\$36,000
Total for Unfunded Lift Stations:				\$108,000

Water Reclamation Facility

CIP #	Phase	Year	Title	Projected Total
4029		0	INFLUENT PUMP STATION EXPANSION	\$1,878,000
4030		0	HEADWORKS 4 TH CHANNEL EQUIPMENT AND SCREENING EQUIPMENT	\$232,000
4031		0	HEADWORKS GRIT REMOVAL EQUIPMENT	\$363,000
4032		0	VLR NO. 1A	\$166,000
4033		0	VLR NO. 2A	\$404,000
4034		0	VLR NO. 9 – NO. 14	\$2,913,000
4035		0	BLOWER BUILDING #2	\$728,000
4036		0	SECONDARY CLARIFIER #4	\$652,000
4038		0	CHLORINE CONTACT BASIN EXPANSION	\$344,000
4039		0	SLUDGE COMPOSTING AND DEWATERING FACILITIES	\$3,155,000
4041		0	OUTFALL AND DIFFUSER NO. 2	\$599,000
Total for Unfunded Water Reclamation Facility:				\$11,434,000

Talking Water Gardens

CIP #	Phase	Year	Title	Projected Total
4019		0	TALKING WATER GARDENS: COMPLETE ENTRANCE/PARKING LOT LANDSCAPING	\$15,000
4020		0	TALKING WATER GARDENS: COMPLETE BRIDGE IMPROVEMENTS AND LANDSCAPING	\$14,000
4021		0	TALKING WATER GARDENS: REROUTE OVERHEAD POWER LINES	\$45,000
4022		0	TALKING WATER GARDENS: ENTRANCE ROAD IMPROVEMENTS	\$79,000
Total for Unfunded Talking Water Gardens:				\$153,000

Grand Total for Unfunded Wastewater: \$12,196,000

Wastewater SDC Account Balances and Projections

Wastewater SDC Tracking			
SDC per EDU = \$2,658	SDC-R	SDC-I	
% of total SDC (from 2006/2008 methodology)	46%	54%	Notes
FY 2017-2018			
SDC Revenues			
BOY (per previous auditor workpaper)	1,047,542		
BOY SDC R/I	481,869	565,673	
SDCs Received (revenue)		318,034	
SDC Revenue R/I	146,296	171,738	
Total SDC R/I Resources for FY	628,165	737,411	
SDC Expenditures			
WRF Capital Projects	0	0	
Wetland Capital Projects	2,304	0	100% SDC-R because not listed in 2006/2008 SDC methodology
Sewer Lift Station Projects	625,861	0	100% SDC-R because not listed in 2006/2008 SDC methodology
Total SDC R/I Expenditures for FY	628,165	0	
SDC Balance EOY R/I	0	737,411	
SDC Balance EOY Total	737,411		
FY 2018-2019			
SDC Revenues			
BOY (per previous auditor workpaper)	737,411		
BOY SDC R/I	0	737,411	
SDCs Received (revenue)		216,713	
SDC Revenue R/I	99,688	117,025	
Total SDC R/I Resources for FY	99,688	854,436	
SDC Expenditures			
WRF Capital Projects	0	0	
Wetland Capital Projects	0	0	
WRF Debt Service	66,023	234,080	Total amount for FY 18-19 is \$300,103, 78% improvement per 2006/2008 SDC methodology
Sewer Lift Station Projects	33,665	0	100% SDC-R because not listed in 2006/2008 SDC methodology
Total SDC R/I Expenditures for FY	99,688	234,080	
SDC Balance EOY R/I	0	620,356	
SDC Balance EOY Total	620,356		
FY 2019-2020			
SDC Revenues			
BOY (per previous auditor workpaper)	620,356		
BOY SDC R/I	0	620,356	
SDCs Received (revenue)		241,617	
SDC Revenue R/I	111,144	130,473	
Total SDC R/I Resources for FY	111,144	750,829	
SDC Expenditures			
WRF Capital Projects	0	0	
Wetland Capital Projects	0	0	
WRF Debt Service	67,183	238,194	Total amount for FY 19-20 is \$305,377, 78% improvement per 2006/2008 SDC methodology
Wetlands DEQ Loan	11,000	39,000	Total amount for FY 19-20 is \$50,000, 78% improvement per 2006/2008 SDC methodology
Total SDC R/I Expenditures for FY	78,183	277,194	
SDC Balance EOY R/I	32,961	473,635	
SDC Balance EOY Total	506,596		
FY 2020-2021 - old methodology for permits issued through mid-September, then switch to new			
SDC Revenues			
BOY (per previous auditor workpaper)	506,596		
BOY SDC R/I	32,961	473,635	
SDCs Received (revenue)		114,294	Based on 43 EDUs
SDC Revenue R/I	52,575	61,719	
SDC per EDU = \$4499	SDC-R	SDC-I	
% of total SDC (from 2020 methodology)	57%	43%	
SDC Revenue R/I	30,744	23,244	Estimated based on 12 EDUs
Total Revenue for FY	83,319	84,963	
Total SDC R/I Resources for FY	116,281	558,598	
SDC Expenditures			
WRF Capital Projects	0	0	
Wetland Loan Payment to DEQ	50,000	0	
WRF Debt Service	66,281	242,381	Total amount for FY 20-21 is \$310,745, 78% improvement per 2006/2008 SDC methodology
Total SDC R/I Expenditures for FY	116,281	242,381	
SDC Balance EOY R/I	0	316,217	
SDC Balance EOY Total	316,216		projected
FY 2021-2022 - PROJECTED			
SDC Revenues			
BOY	316,216		
BOY SDC R/I	0	316,217	
SDC's received (revenue)		89,980	Estimated based on 20 EDUs
SDC Revenue R/I	51,240	38,740	
Total SDC R/I Resources for FY	51,240	354,957	
SDC Expenditures			
AM-WRF Capital Projects	0	0	
Fire Station and Industrial Property Sewer Main	0	68,000	100% SDC-I in 2020 SDC methodology
Total SDC R/I Expenditures for FY	0	0	
SDC Balance EOY R/I	51,240	286,957	
SDC Balance EOY Total	338,196		projected

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Water

Maintaining Ongoing Operations

As a result of the City's partnership with Albany in the Albany-Millersburg Water Treatment Plant (A-M WTP) and relatively new distribution system, Millersburg water customers benefit from a safe, reliable source of drinking water, a distribution system with capacity to serve growth, and stable operation and maintenance expenses.

The City's water system consists of a network of pipes, with a reservoir and pump station located at the A-M WTP. The water system is made up of over 20 miles of pipes, one pump station, one reservoir, service lines, hydrants, valves, and a water treatment plant. Over 90% of the distribution system consists of ductile iron and HDPE pipe. The remaining less than 10% is asbestos cement (AC) and steel pipe. All of the AC and steel pipe is located along Old Salem Road, south of the Viewcrest interchange. One long-term goal of the City is to eliminate the remaining AC and steel pipe in the system.

Millersburg employs a Direct Responsible Charge (DRC) Operator and contracts with the City of Albany for operation and maintenance of the water distribution system through an Intergovernmental Agreement (IGA). The water projects identified in this plan include those recommended by the City's adopted Water Master Plan and needs identified by City of Albany operations staff; they represent the projects necessary for continued consistent quality water services and to support growth and economic development in the City.

A water rate and SDC study was recently completed. This resulted in increases to SDC fees, a restructuring of water rates, and future planned inflationary increases to water rates. These changes are an important part of funding the projects listed in this CIP, as well as ongoing operations of the water system.

Funding Summaries

The following table shows the total value of projects scheduled in each of the five years of this CIP, broken down by the source of the funding. The costs shown are the projected total project costs in the year the project is proposed.

Each year the estimated cost of the projects is adjusted to current year costs by applying the change in the Engineering News-Record (ENR) construction cost index for Seattle.

Projected Cost Totals

FUNDING SOURCE	2021-22	2022-23	2023-24	2024-25	2025-26	TOTAL
SDC – Improvement – Water	\$227,000	\$158,000	\$0	\$0	\$0	\$385,000
SDC – Reimbursement – Water	\$133,000	\$0	\$0	\$0	\$0	\$133,000
Water Rates/Operating Revenues	\$34,000	\$417,000	\$0	\$0	\$0	\$451,000
GRAND TOTALS:	\$394,000	\$575,000	\$0	\$0	\$0	\$969,000

Funded Projects Summary & Detail

The following projects have been identified for inclusion in this five-year Capital Improvement Program.

Each project shown below is explained in detail on the pages that follow. Projects are listed in the fiscal year order they are planned to occur, and in CIP ID# order within a given fiscal year set.

CIP #	Phase Title	Projected Total
Plan Year: 2021 - 2022		
5004	ABANDON AC PIPE IN OLD SALEM ROAD NORTH OF TRUAX CREEK	\$83,000
5015	TRANSITION PARKWAY WATER MAIN	\$227,000
5019	AM-WTP SEISMIC VALVE REPLACEMENT	\$50,000
5020	AM-WTP RAW WATER VFD REPLACEMENT	\$34,000
Total for FY 2021 - 2022		\$394,000
Plan Year: 2022 - 2023		
5005	ABANDON AC PIPE IN OLD SALEM ROAD SOUTH OF TRUAX CREEK	\$417,000
5012	MORNINGSTAR ROAD REALIGNMENT WATER	\$158,000
Total for FY 2022 - 2023		\$575,000
Plan Year: 2023 - 2024		
NONE IDENTIFIED		\$0
Total for FY 2023 - 2024		\$0
Plan Year: 2024 - 2025		
NONE IDENTIFIED		\$0
Total for FY 2024 - 2025		\$0
Plan Year: 2025 - 2026		
NONE IDENTIFIED		\$0
Total for FY 2025 - 2026		\$0
Grand Total for Water:		\$969,000

Master Plan: Water Master Plan **Plan Element:**
Category: Water **Classification:** Water Mains

Total Cost: \$83,000

This project will replace 3 services currently connected to an existing AC pipe with connections to the 20" ductile iron (DI) water main. Approximately 2,800 feet of asbestos cement (AC) pipe will be abandoned.

Replacement services are to 3 industries located on Old Salem Road, north of Truax Creek.

Operating Budget Impact: Abandonment of the AC pipe may reduce the amount of water loss from the system and will reduce the risk of an AC pipe failure.

Funding Sources for This Project:

<u>Funding Source</u>	<u>Projected Amount</u>
WATER SDC-REIMBURSEMENT FUND	\$83,000
Total:	\$83,000

Master Plan: Water Master Plan **Plan Element:**
Category: Water **Classification:** Water Mains

Total Cost: \$417,000

This project will replace approximately 15 services currently connected to an existing AC pipe with connections to the 20" ductile iron (DI) water main. Approximately 3,000 feet of asbestos cement (AC) pipe will be abandoned.

Replacement services are located on Old Salem Road, south of Truax Creek.

Operating Budget Impact: Abandonment of the AC pipe may reduce the amount of water loss from the system and will reduce the risk of an AC pipe failure.

Funding Sources for This Project:

<u>Funding Source</u>	<u>Projected Amount</u>
WATER RATES/OPERATING REVENUES	\$417,000
Total:	\$417,000

Master Plan:
Category: Water

Plan Element:
Classification: Water Mains

Total Cost: \$158,000

This project will install approximately 1000 ft of new 12" water main in Morningstar Road along with the Morningstar Road realignment project to be conducted by Linn County.

Operating Budget Impact: This project will expand water service within the City, which may increase operational costs over the long term.

Funding Sources for This Project:

<u>Funding Source</u>	<u>Projected Amount</u>
WATER SDC-IMPROVEMENTS FUND	\$158,000
Total:	\$158,000

Master Plan:
Category: Water

Plan Element:
Classification: Water Mains

Total Cost: **\$227,000**

This project will install approximately 700 ft of new 18" water main in the new fire station and industrial property access road off of Old Salem Road. Project to be conducted concurrent with new fire station (CIP 1004).

Operating Budget Impact: This project will expand water service within the City, which may increase operational costs over the long term.

Funding Sources for This Project:

<u>Funding Source</u>	<u>Projected Amount</u>
WATER SDC-IMPROVEMENT FUND	\$227,000
Total:	\$227,000

Master Plan:
Category: Water

Plan Element:
Classification: Water Supply

Total Cost: \$50,000

This project will replace the existing seismic valve on the outflow pipe of the water storage reservoir at the AM-WTP. During the reservoir cleaning project in 2020 the valve was found to be leaking.

Operating Budget Impact: None.

Funding Sources for This Project:

<u>Funding Source</u>	<u>Projected Amount</u>
WATER SDC-REIMBURSEMENT FUND	\$50,000
Total:	\$50,000

Master Plan:
Category: Water

Plan Element:
Classification: Water Supply

Total Cost: \$34,000

This project will replace the existing variable frequency drives (VFDs) on the raw water intake pumps at the AM-WTP.

Operating Budget Impact: None.

Funding Sources for This Project:

<u>Funding Source</u>	<u>Projected Amount</u>
WATER RATES/OPERATING REVENUES	\$34,000
Total:	\$34,000

Unfunded Projects

The following projects have been identified as needed repairs and/or improvements to the City's infrastructure. In most cases, these projects are the result of a master plan process, which attempts to systematically look at the needs for public infrastructure over the next 10 to 20 years. These projects are considered "Unfunded" because either a source of funding has not been made available, or they will not be implemented within the five-year window this plan covers.

Water

CIP #	Phase	Year	Title	Projected Total
5003		0	AM WTP INTAKE GENERATOR	\$106,000
5006		0	STEELHEAD MAIN SIZE INCREASE	\$200,000
5011		0	AM-WTP EXPANSION (MEMBRANES)	\$1,847,000
5014		0	SYSTEM EXPANSION UNDER SERVED INDUSTRIAL AREAS	\$428,000
5017		0	AM-WTP EXPANSION (STORAGE)	\$1,899,000
5018		0	SYSTEM EXPANSION TO INDUSTRIAL PROPERTY SOUTH OF CONSER	\$5,391,000
Total for Unfunded Water:				\$9,871,000

Grand Total for Unfunded Water: \$9,871,000

Water SDC Account Balances and Projections

Water SDC Tracking			
SDC per EDU = \$1,921		SDC-R	SDC-I
% of total SDC (from 2006/2008 methodology)		81%	19%
		Notes	
FY 2017-2018			
SDC Revenues			
BOY (per previous auditor workpaper)	988,287		
BOY SDC R/I	800,512	187,775	
SDC's received (revenue)	295,832		
SDC Revenue R/I	239,624	56,208	
Total SDC R/I Resources for FY	1,040,136	243,983	
SDC Expenditures			
Water Treatment Plant Capital Projects	40,882	0	100% SDC-R because not listed in 2006/2008 SDC methodology
Total SDC R/I Expenditures for FY	40,882	0	
SDC Balance EOY R/I	999,254	243,983	
SDC Balance EOY Total	1,243,237		
FY 2018-2019			
SDC Revenues			
BOY (per previous auditor workpaper)	1,243,237		
BOY SDC R/I	999,254	243,983	
SDC's received (revenue)	216,787		
SDC Revenue R/I	175,597	41,190	
Total SDC R/I Resources for FY	1,174,852	285,172	
SDC Expenditures			
Water Treatment Plant Capital Projects	0	0	
Water Plant Loan, principal payment	362,271	0	100% SDC-R because not listed in 2006/2008 SDC methodology
Total SDC R/I Expenditures for FY	362,271	0	
SDC Balance EOY R/I	812,581	285,172	
SDC Balance EOY Total	1,097,753		
FY 2019-2020			
SDC Revenues			
BOY (per previous auditor workpaper)	1,097,753		
BOY SDC R/I	812,581	285,172	
SDC's received (revenue)	192,962		
SDC Revenue R/I	156,299	36,663	
Total SDC R/I Resources for FY	968,880	321,835	
SDC Expenditures			
Water Treatment Plant Capital Projects	0	0	
Water Plant Loan, principal payment	360,000	0	100% SDC-R because not listed in 2006/2008 SDC methodology
Total SDC R/I Expenditures for FY	360,000	0	
SDC Balance EOY R/I	608,880	321,835	
SDC Balance EOY Total	930,715		
FY 2020-2021 - old methodology for permits issued through mid-September, then switch to new			
SDC Revenues			
BOY (per previous auditor workpaper)	930,715		
BOY SDC R/I	608,880	321,835	
SDC's received (revenue) until mid-September	82,603		Based on 43 EDUs
SDC Revenue R/I	66,908	15,695	
Beginning mid-September SDC per EDU = \$2,985	SDC-R	SDC-I	
% of total SDC (from 2020 methodology)	65%	35%	
SDC Revenue R/I	23,328	12,492	Estimated based on 12 EDUs
Total Revenue for FY	90,236	28,187	Total of 55 EDU
Total SDC R/I Resources for FY	699,117	350,022	
SDC Expenditures			
Water Treatment Plant Capital Projects	0	0	
Fire Station and Industrial Property Water Main	0	0	100% SDC-I in 2020 SDC methodology
Water Plant Loan, principal payment	369,000	0	100% SDC-R
Total SDC R/I Expenditures for FY	369,000	0	
SDC Balance EOY R/I	330,117	350,022	
SDC Balance EOY Total	680,138		projected
FY 2021-2022 - PROJECTED			
SDC Revenues			
BOY	680,138		
BOY SDC R/I	330,117	350,022	
SDC's received (revenue)	59,700		Estimated based on 20 EDUs
SDC Revenue R/I	38,880	20,820	
Total SDC R/I Resources for FY	368,997	370,842	
SDC Expenditures			
Water Treatment Plant Capital Projects	50,000	0	
Fire Station and Industrial Property Water Main	0	227,000	100% SDC-I in 2020 SDC methodology
Abandon AC Pipe North of Truax Creek	83,000	0	100% SDC-R
Total SDC R/I Expenditures for FY	133,000	227,000	
SDC Balance EOY R/I	235,997	143,842	
SDC Balance EOY Total	379,838		projected