



CITY OF  
**Millersburg**

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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.

# 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	\$72,000	\$69,000	\$0	\$2,511,000
Fire Facility Reserve	\$3,500,000	\$0	\$0	\$0	\$0	\$3,500,000
SDC-I Streets	\$908,000	\$289,000	\$0	\$0	\$786,000	\$1,983,000
SDC-R Streets	\$0	\$0	\$0	\$0	\$124,000	\$124,000
SDC-I Sewer	\$88,000	\$203,000	\$0	\$0	\$0	\$291,000
SDC-I Water	\$247,000	\$158,000	\$0	\$0	\$0	\$405,000
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
<b>TOTAL:</b>	<b>\$7,826,000</b>	<b>\$1,586,000</b>	<b>\$72,000</b>	<b>\$96,000</b>	<b>\$2,272,000</b>	<b>\$11,852,000</b>

## 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

<b>CATEGORY</b>	<b>2021-22</b>	<b>2022-23</b>	<b>2023-24</b>	<b>2024-25</b>	<b>2025-26</b>	<b>TOTAL</b>
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	\$948,000	\$486,000	\$0	\$0	\$1,747,000	\$3,181,000
Stormwater	\$20,000	\$205,000	\$0	\$0	\$0	\$225,000
Wastewater	\$896,000	\$203,000	\$0	\$0	\$0	\$1,099,000
Water	\$414,000	\$575,000	\$0	\$0	\$0	\$989,000
<b>GRAND TOTALS:</b>	<b>\$7,826,000</b>	<b>\$1,586,000</b>	<b>\$72,000</b>	<b>\$96,000</b>	<b>\$2,272,000</b>	<b>\$11,852,000</b>



# 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**

<b>FUNDING SOURCE</b>	<b>2021-22</b>	<b>2022-23</b>	<b>2023-24</b>	<b>2024-25</b>	<b>2025-26</b>	<b>TOTAL</b>
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
<b>GRAND TOTALS:</b>	<b>\$10,000</b>	<b>\$87,000</b>	<b>\$72,000</b>	<b>\$96,000</b>	<b>\$525,000</b>	<b>\$790,000</b>

# 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
<b>Plan Year: 2021 – 2022</b>		
1102	CITY PARK TREE REPLACEMENT/LANDSCAPE ENHANCEMENTS	\$10,000
<b>Total for FY 2021-2022</b>		<b>\$10,000</b>
 <b>Plan Year: 2022-2023</b>		
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
<b>Total for FY 2022 - 2023</b>		<b>\$87,000</b>
 <b>Plan Year: 2023 – 2024</b>		
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
<b>Total for FY 2023 – 2024</b>		<b>\$72,000</b>
 <b>Plan Year: 2024 – 2025</b>		
1103	CITY PARK NORTH BALLFIELD RENOVATION	\$53,000
1104	CITY PARK SOUTH BALLFIELD INFIELD MIX	\$16,000
1111	ACORN PARK PICNIC SHELTER	\$27,000
<b>Total for FY 2024 – 2025</b>		<b>\$96,000</b>
 <b>Plan Year: 2025 – 2026</b>		
1107	CITY PARK ADDITIONAL SHELTER	\$48,000
1117	ACQUISITION OF PROPERTY ON EAST OF CITY PARK	\$477,000
<b>Total for FY 2025 – 2026</b>		<b>\$525,000</b>
 <b>Grand Total for Parks:</b>		 <b>\$790,000</b>

**Plan FY: 2022-2023      CITY PARK ADDITIONAL PAVED ACCESS PATHWAYS**  
**CIP Project #: 1100**

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**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
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Total:	\$27,000

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

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**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**

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**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

**Plan FY: 2024-2025      CITY PARK NORTH BALLFIELD RENOVATION**  
**CIP Project #:    1103**

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**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
	<hr/>
Total:	\$53,000

**Plan FY: 2024-2025      CITY PARK SOUTH BALLFIELD INFIELD MIX**  
**CIP Project #: 1104**

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**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
	<hr/>
Total:	\$16,000

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

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**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



**Plan FY: 2023-2024      CITY PARK TENNIS COURT LANDSCAPE RENOVATION**  
**CIP Project #:    1106**

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**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
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Total:	\$21,000

**Plan FY: 2025-2026      CITY PARK ADDITIONAL PICNIC SHELTER**  
**CIP Project #:    1107**

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**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
	<hr/>
Total:	\$48,000

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

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**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
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Total:	\$16,000

**Plan FY: 2023-2024      ACORN PARK PLAYGROUND UPGRADES**  
**CIP Project #:    1109**

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**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
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Total:	\$21,000

**Plan FY: 2023-2024      ACORN PARK ACCESSIBLE BENCHES AND PICNIC TABLES**

**CIP Project #:**    1110 and 1112

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**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
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Total:	\$14,000

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

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**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
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Total:	\$27,000

**Plan FY: 2025-2026      PROPERTY ACQUISITION FOR EXPANSION OF CITY PARK EAST**  
**CIP Project #:    1117**

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**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
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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
<b>Total for Unfunded Parks System:</b>				<b>\$6,186,000</b>

**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	Notes
% of total SDC (from 2006/2008 methodology)		23%	77%	
<b>FY 2017-2018</b>				
<b>SDC Revenues</b>				
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	
<b>SDC Expenditures</b>				
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		
<b>FY 2018-2019</b>				
<b>SDC Revenues</b>				
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	
<b>SDC Expenditures</b>				
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		
<b>FY 2019-2020</b>				
<b>SDC Revenues</b>				
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	
<b>SDC Expenditures</b>				
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		
<b>Parks SDC Tracking</b>				
SDC per EDU = \$1,200		SDC-R	SDC-I	Notes
% of total SDC (from 2006/2008 methodology)		23%	77%	
<b>FY 2020-2021 - ESTIMATED</b>				
<b>SDC Revenues</b>				
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	
<b>SDC Expenditures</b>				
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
<b>Parks SDC Tracking</b>				
SDC per EDU = \$1,200		SDC-R	SDC-I	Notes
% of total SDC (from 2006/2008 methodology)		23%	77%	
<b>FY 2021-2022 - PROJECTED</b>				
<b>SDC Revenues</b>				
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	
<b>SDC Expenditures</b>				
	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

<b>FUNDING SOURCE</b>	<b>2021-22</b>	<b>2022-23</b>	<b>2023-24</b>	<b>2024-25</b>	<b>2025-26</b>	<b>TOTAL</b>
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
<b>GRAND TOTALS:</b>	<b>\$5,538,000</b>	<b>\$30,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$5,568,000</b>

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





# 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
<b>Total for Unfunded Public Facilities:</b>				<b>\$1,000,000</b>

**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

<b>FUNDING SOURCE</b>	<b>2021-22</b>	<b>2022-23</b>	<b>2023-24</b>	<b>2024-25</b>	<b>2025-26</b>	<b>TOTAL</b>
General Fund Beginning Balance	\$0	\$0	\$0	\$0	\$0	\$0
Streets SDC-Improvements	\$908,000	\$289,000	\$0	\$0	\$786,000	\$1,983,000
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
<b>GRAND TOTALS:</b>	<b>\$948,000</b>	<b>\$486,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,747,000</b>	<b>\$3,181,000</b>

# 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
<b>Plan Year: 2021 – 2022</b>		
2010	WEST INDUSTRIAL PROPERTY ACCESS ROAD	\$222,000
2039	WOODS ROAD SHARED USE PATH	\$40,000
2050	TRANSITION PARKWAY	\$686,000
<b>Total for FY 2021 - 2022</b>		<b>\$948,000</b>
<b>Plan Year: 2022 – 2023</b>		
2039	WOODS ROAD SHARED USE PATH	\$486,000
<b>Total for FY 2022 – 2023</b>		<b>\$486,000</b>
<b>Plan Year: 2023 – 2024</b>		
	NONE	\$0
<b>Total for FY 2023 - 2024</b>		<b>\$0</b>
<b>Plan Year: 2024 – 2025</b>		
	NONE	\$0
<b>Total for FY 2024 - 2025</b>		<b>\$0</b>
<b>Plan Year: 2025 – 2026</b>		
2016	MILLERSBURG DRIVE WEST OF WOODS ROAD FULL STREET IMPROVEMENTS	\$1,747,000
<b>Total for FY 2025 - 2026</b>		<b>\$1,747,000</b>
<b>Grand Total for Transportation:</b>		<b>\$3,181,000</b>









# 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
<b>Total for Unfunded Street Projects:</b>				<b>\$10,004,000</b>

## Bridges

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

## 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
<b>Total for Unfunded Miscellaneous - Transportation:</b>				<b>\$624,000</b>

**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
<b>Total for Unfunded Pedestrian &amp; Bikeway Projects:</b>				<b>\$2,318,000</b>
<b>Grand Total for Unfunded Transportation:</b>				<b>\$15,473,000</b>



# 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			
<b>FY 2017-2018</b>			
<b>SDC Revenues</b>			
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	
<b>SDC Expenditures</b>			
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		
<b>FY 2018-2019</b>			
<b>SDC Revenues</b>			
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	
<b>SDC Expenditures</b>			
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		
<b>FY 2019-2020</b>			
<b>SDC Revenues</b>			
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	
<b>SDC Expenditures</b>			
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		
<b>FY 2020-2021 - old methodology for permits issued through mid-September, then switch to new</b>			
<b>SDC Revenues</b>			
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	
<b>Beginning mid-September SDC per EDU = \$5723</b>	<b>SDC-R</b>	<b>SDC-I</b>	
<b>% of total SDC (from 2020 methodology)</b>	<b>38%</b>	<b>62%</b>	
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	
<b>SDC Expenditures</b>			
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
<b>Streets SDC Tracking - beginning July 1, 2021</b>			
SDC per EDU = \$5723		SDC-R	SDC-I
% of total SDC (from 2020 methodology)		38%	62%
Notes			
<b>FY 2021-2022 - PROJECTED</b>			
<b>SDC Revenues</b>			
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	
<b>SDC Expenditures</b>			
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	\$0	\$0	\$0	\$205,000
Stormwater Fund Beginning Balance	\$20,000	\$0	\$0	\$0	\$0	\$20,000
<b>GRAND TOTALS:</b>	<b>\$20,000</b>	<b>\$205,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$225,000</b>

## 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
<b>Plan Year: 2021 – 2022</b>		
3001	NORTH TRIBUTARY OF CROOKS CREEK IMPROVEMENTS	\$20,000
3002	BECKER RIDGE DETENTION POND OUTFALL MODIFICATIONS	\$20,000
<b>Total for FY 2020 – 2021</b>		<b>\$40,000</b>
<b>Plan Year: 2022 – 2023</b>		
3001	NORTH TRIBUTARY OF CROOKS CREEK IMPROVEMENTS	\$185,000
<b>Total for FY 2021 - 2022</b>		<b>\$185,000</b>
<b>Plan Year: 2023 – 2024</b>		
	NONE IDENTIFIED	\$0
<b>Total for FY 2022 – 2023</b>		<b>\$0</b>
<b>Plan Year: 2024 – 2025</b>		
	NONE IDENTIFIED	\$0
<b>Total for FY 2023 – 2024</b>		<b>\$0</b>
<b>Plan Year: 2025 – 2026</b>		
	NONE IDENTIFIED	\$0
<b>Total for FY 2024 – 2025</b>		<b>\$0</b>
<b>Grand Total for Stormwater:</b>		<b>\$225,000</b>





# 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
3003	0		MORNINGSTAR ESTATES OUTFALL MODIFICATION	\$224,000
3004	0		HOFFMAN ESTATES STORW 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 <sup>TH</sup> 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
<b>Total for Unfunded Collection and Conveyance System:</b>				<b>\$8,609,000</b>

**Grand Total for Unfunded Stormwater: \$8,609,000**

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# 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	\$88,000	\$203,000	\$0	\$0	\$0	\$291,000
Sewer Rates/Operating Revenues	\$388,000	\$0	\$0	\$0	\$0	\$388,000
Settlement Proceeds	\$420,000	\$0	\$0	\$0	\$0	\$420,000
<b>GRAND TOTALS:</b>	<b>\$896,000</b>	<b>\$203,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,099,000</b>

## 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
<b>Plan Year: 2021 – 2022</b>		
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	\$88,000
<b>Total for FY 2021 - 2022</b>		<b>\$896,000</b>
<b>Plan Year: 2022 – 2023</b>		
4028	SEWER FOR MORNINGSTAR ROAD REALIGNMENT	\$203,000
<b>Total for FY 2022 - 2023</b>		<b>\$203,000</b>
<b>Plan Year: 2023 – 2024</b>		
	NONE IDENTIFIED	\$0
<b>Total for FY 2023 – 2024</b>		<b>\$0</b>
<b>Plan Year: 2024 – 2025</b>		
	NONE IDENTIFIED	\$0
<b>Total for FY 2024 - 2025</b>		<b>\$0</b>
<b>Plan Year: 2025 – 2026</b>		
	NONE IDENTIFIED	\$0
<b>Total for FY 2025 - 2026</b>		<b>\$0</b>
<b>Grand Total for Wastewater:</b>		<b>\$1,099,000</b>

















# 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
<b>Total for Unfunded Interceptors/Collectors:</b>				<b>\$501,000</b>

## Lift Stations

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

## Water Reclamation Facility

CIP #	Phase	Year	Title	Projected Total
4029		0	INFLUENT PUMP STATION EXPANSION	\$1,878,000
4030		0	HEADWORKS 4 <sup>TH</sup> 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
<b>Total for Unfunded Water Reclamation Facility:</b>				<b>\$11,434,000</b>

## 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
<b>Total for Unfunded Talking Water Gardens:</b>				<b>\$153,000</b>

**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
<b>FY 2017-2018</b>			
<b>SDC Revenues</b>			
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	
<b>Total SDC R/I Resources for FY</b>	<b>628,165</b>	<b>737,411</b>	
<b>SDC Expenditures</b>			
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
<b>Total SDC R/I Expenditures for FY</b>	<b>628,165</b>	<b>0</b>	
SDC Balance EOY R/I	0	737,411	
<b>SDC Balance EOY Total</b>	<b>737,411</b>		
<b>FY 2018-2019</b>			
<b>SDC Revenues</b>			
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	
<b>Total SDC R/I Resources for FY</b>	<b>99,688</b>	<b>854,436</b>	
<b>SDC Expenditures</b>			
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
<b>Total SDC R/I Expenditures for FY</b>	<b>99,688</b>	<b>234,080</b>	
SDC Balance EOY R/I	0	620,356	
<b>SDC Balance EOY Total</b>	<b>620,356</b>		
<b>FY 2019-2020</b>			
<b>SDC Revenues</b>			
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	
<b>Total SDC R/I Resources for FY</b>	<b>111,144</b>	<b>750,829</b>	
<b>SDC Expenditures</b>			
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
<b>Total SDC R/I Expenditures for FY</b>	<b>78,183</b>	<b>277,194</b>	
SDC Balance EOY R/I	32,961	473,635	
<b>SDC Balance EOY Total</b>	<b>506,596</b>		
<b>FY 2020-2021 - old methodology for permits issued through mid-September, then switch to new</b>			
<b>SDC Revenues</b>			
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	
<b>SDC per EDU = \$4499</b>	<b>SDC-R</b>	<b>SDC-I</b>	
<b>% of total SDC (from 2020 methodology)</b>	<b>57%</b>	<b>43%</b>	
SDC Revenue R/I	30,744	23,244	Estimated based on 12 EDUs
<b>Total Revenue for FY</b>	<b>83,319</b>	<b>84,963</b>	
<b>Total SDC R/I Resources for FY</b>	<b>116,281</b>	<b>558,598</b>	
<b>SDC Expenditures</b>			
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
<b>Total SDC R/I Expenditures for FY</b>	<b>116,281</b>	<b>242,381</b>	
SDC Balance EOY R/I	0	316,217	
<b>SDC Balance EOY Total</b>	<b>316,216</b>		projected
<b>FY 2021-2022 - PROJECTED</b>			
<b>SDC Revenues</b>			
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	
<b>Total SDC R/I Resources for FY</b>	<b>51,240</b>	<b>354,957</b>	
<b>SDC Expenditures</b>			
AM-WRF Capital Projects	0	0	
Fire Station and Industrial Property Sewer Main	0	68,000	100% SDC-I in 2020 SDC methodology
<b>Total SDC R/I Expenditures for FY</b>	<b>0</b>	<b>0</b>	
SDC Balance EOY R/I	51,240	286,957	
<b>SDC Balance EOY Total</b>	<b>338,196</b>		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	\$247,000	\$158,000	\$0	\$0	\$0	\$405,000
SDC – Reimbursement – Water	\$133,000	\$0	\$0	\$0	\$0	\$133,000
Water Rates/Operating Revenues	\$34,000	\$417,000	\$0	\$0	\$0	\$451,000
<b>GRAND TOTALS:</b>	<b>\$414,000</b>	<b>\$575,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$989,000</b>

## 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
<b>Plan Year: 2021 - 2022</b>		
5004	ABANDON AC PIPE IN OLD SALEM ROAD NORTH OF TRUAX CREEK	\$83,000
5015	TRANSITION PARKWAY WATER MAIN	\$247,000
5019	AM-WTP SEISMIC VALVE REPLACEMENT	\$50,000
5020	AM-WTP RAW WATER VFD REPLACEMENT	\$34,000
<b>Total for FY 2021 - 2022</b>		<b>\$414,000</b>
<b>Plan Year: 2022 - 2023</b>		
5005	ABANDON AC PIPE IN OLD SALEM ROAD SOUTH OF TRUAX CREEK	\$417,000
5012	MORNINGSTAR ROAD REALIGNMENT WATER	\$158,000
<b>Total for FY 2022 - 2023</b>		<b>\$575,000</b>
<b>Plan Year: 2023 - 2024</b>		
	NONE IDENTIFIED	\$0
<b>Total for FY 2023 - 2024</b>		<b>\$0</b>
<b>Plan Year: 2024 - 2025</b>		
	NONE IDENTIFIED	\$0
<b>Total for FY 2024 - 2025</b>		<b>\$0</b>
<b>Plan Year: 2025 - 2026</b>		
	NONE IDENTIFIED	\$0
<b>Total for FY 2025 - 2026</b>		<b>\$0</b>
<b>Grand Total for Water:</b>		<b>\$989,000</b>

**Plan FY: 2021-2022      ABANDON AC PIPE IN OLD SALEM ROAD NORTH OF TRUAX CREEK**  
**CIP Project #:      5004**

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**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
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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
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Total:	\$417,000











## 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 NE 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
<b>Total for Unfunded Water:</b>				<b>\$9,871,000</b>

**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	Notes
% of total SDC (from 2006/2008 methodology)	81%	19%	
<b>FY 2017-2018</b>			
<b>SDC Revenues</b>			
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	
<b>SDC Expenditures</b>			
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		
<b>FY 2018-2019</b>			
<b>SDC Revenues</b>			
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	
<b>SDC Expenditures</b>			
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		
<b>FY 2019-2020</b>			
<b>SDC Revenues</b>			
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	
<b>SDC Expenditures</b>			
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		
<b>FY 2020-2021 - old methodology for permits issued through mid-September, then switch to new</b>			
<b>SDC Revenues</b>			
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	
<b>Beginning mid-September SDC per EDU = \$2,985</b>	<b>SDC-R</b>	<b>SDC-I</b>	
<b>% of total SDC (from 2020 methodology)</b>	<b>65%</b>	<b>35%</b>	
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	
<b>SDC Expenditures</b>			
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
<b>FY 2021-2022 - PROJECTED</b>			
<b>SDC Revenues</b>			
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	
<b>SDC Expenditures</b>			
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