



CITY OF
Millersburg

A COMMUNITY LINKING
AGRICULTURE AND INDUSTRY

Capital Improvements Plan

City of Millersburg

2023-2027

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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 2023-2027 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	2023-24	2024-25	2025-26	2026-27	2027-28	TOTAL
GF-Beginning Balance	\$110,000	\$400,000	\$397,000	\$0	\$0	\$907,000
GF-Operating	\$74,000	\$56,000	\$62,000	\$0	\$0	\$192,000
SDC-I Streets	\$1,003,000	\$1,277,000	\$925,000	\$0	\$0	\$3,205,000
SDC-R Streets	\$27,000	\$204,000	\$791,000	\$0	\$0	\$1,022,000
SDC-I Sewer	\$0	\$514,000	\$240,000	\$0	\$0	\$754,000
SDC-I Water	\$0	\$250,000	\$0	\$187,000	\$0	\$437,000
SDC-R Water	\$375,000	\$233,000	\$100,000	\$0	\$0	\$708,000
SDC-I Parks	\$0	\$300,000	\$100,000	\$276,000	\$0	\$676,000
SDC-R Parks	\$0	\$0	\$0	\$0	\$0	\$0
Highway Use Tax	\$0	\$0	\$0	\$0	\$0	\$0
Highway Use Tax - Bike/Ped	\$20,000	\$0	\$0	\$0	\$0	\$20,000
Street Reserves	\$65,000	\$358,000	\$262,000	\$0	\$0	\$685,000
Perlenfein Zuhlke Lane Reservation	\$96,300	\$0	\$0	\$0	\$0	\$96,300
Suniga Millersburg Drive Reservation	\$0	\$0	\$341,000	\$0	\$0	\$341,000
Stormwater Reserves	\$0	\$0	\$0	\$0	\$0	\$0
Sewer Rates/Operating Revenues	\$74,000	\$7,000	\$0	\$0	\$0	\$81,000
Water Rates/Operating Revenues	\$16,000	\$178,000	\$392,000	\$0	\$0	\$586,000
Grants	\$623,000	\$1,000,000	\$0	\$0	\$0	\$1,623,000
Sale of Industrial Property	\$786,000	\$3,714,000	\$0	\$0	\$0	\$4,500,000
TOTAL:	\$3,269,300	\$8,491,000	\$3,610,000	\$463,000	\$0	\$15,833,300

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	2023-24	2024-25	2025-26	2026-27	2027-28	TOTAL
Parks	\$426,000	\$1,197,000	\$559,000	\$276,000	\$0	\$2,458,000
Public Facilities	\$110,000	\$0	\$0	\$0	\$0	\$110,000
Transportation	\$1,302,300	\$4,362,000	\$2,319,000	\$0	\$0	\$7,983,300
Stormwater	\$0	\$0	\$0	\$0	\$0	\$0
Wastewater	\$74,000	\$521,000	\$240,000	\$0	\$0	\$835,000
Water	\$1,357,000	\$2,411,000	\$492,000	\$187,000	\$0	\$4,447,000
GRAND TOTALS:	\$3,269,300	\$8,491,000	\$3,610,000	\$463,000	\$0	\$15,833,300

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. In 2021 a System Development Charge (SDC) study was completed and new parks SDC charges were adopted in September 2021. 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	2023-24	2024-25	2025-26	2026-27	2027-28	TOTAL
GF Operating	\$74,000	\$56,000	\$62,000	\$0	\$0	\$192,000
GF Beginning Balance	\$0	\$400,000	\$397,000	\$0	\$0	\$797,000
Grant	\$32,000	\$0	\$0	\$0	\$0	\$32,000
SDC-R Parks	\$0	\$0	\$0	\$0	\$0	\$0
SDC-I Parks	\$0	\$300,000	\$100,000	\$276,000	\$0	\$676,000
Sale of Industrial Property	\$320,000	\$441,000	\$0	\$0	\$0	\$761,000
GRAND TOTALS:	\$426,000	\$1,197,000	\$559,000	\$276,000	\$0	\$2,458,000

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: 2023 – 2024		
1115	NEW NEIGHBORHOOD PARK PLANNING AND DEVELOPMENT	\$40,000
1123	LINEAR PARK AND MULTIUSE PATH SOUTH OF CONSER ROAD	\$320,000
1127	CITY PARK RESTROOMS FLOOR AND WALL COATING	\$26,000
1128	ACORN PARK FRONTAGE IMPROVEMENTS	\$40,000
Total for FY 2022-2023		\$426,000
Plan Year: 2024-2025		
1104	CITY PARK SOUTH BALLFIELD INFIELD MIX	\$19,000
1105	CITY PARK TENNIS COURT RESURFACING	\$37,000
1115	NEW NEIGHBORHOOD PARK PLANNING AND DEVELOPMENT	\$400,000
1123	LINEAR PARK AND MULTIUSE PATH SOUTH OF CONSER ROAD	\$741,000
Total for FY 2023 – 2024		\$1,197,000
Plan Year: 2025 – 2026		
1103	CITY PARK NORTH BALLFIELD RENOVATION	\$62,000
1115	NEW NEIGHBORHOOD PARK PLANNING AND DEVELOPMENT	\$497,000
Total for FY 2024 – 2025		\$559,000
Plan Year: 2026 – 2027		
1117	ACQUISITION OF PROPERTY FOR EXPANSION OF CITY PARK	\$276,000
Total for FY 2025 – 2026		\$276,000
Plan Year: 2027 – 2028		
	NONE IDENTIFIED	\$0
Total for FY 2026 – 2027		\$0
Grand Total for Parks:		\$2,458,000

Plan FY: 2025-2026 CITY PARK NORTH BALLFIELD RENOVATION

CIP Project #: 1103

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

Total Cost: \$62,000

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	\$62,000
	<hr/>
Total:	\$62,000

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

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

Total Cost: \$19,000

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	\$19,000
	<hr/>
Total:	\$19,000

Plan FY: 2024-2025 CITY PARK TENNIS COURT RESURFACING
CIP Project #: 1105

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

Total Cost: \$37,000

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	\$37,000
	<hr/>
Total:	\$37,000

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

Total Cost: \$937,000

This project will plan, design, and construct a new neighborhood park in the northwest area of the city. This project will span multiple fiscal years. The city has applied for, and expects to receive, a grant to cover up to \$32,000 of initial design and planning costs in FY 22-23. At this time, funding for detailed design and construction is planned to come from Park SDC Funds and General Fund. Additional grant funding will be pursued in subsequent fiscal years to help offset these costs.

Operating Budget Impact: Additional parks maintenance expenses.

Funding Sources for This Project:

<u>Funding Source</u>	<u>Projected Amount</u> <u>FY 23/24</u>	<u>Projected Amount</u> <u>FY 24/25</u>	<u>Projected Amount</u> <u>FY 25/26</u>
PARKS – SDC – IMPROVEMENTS FUND	\$0	\$0	\$100,000
GF – BEGINNING BALANCE	\$8,000	\$400,000	\$397,000
GRANT	\$32,000	\$0	\$0
	_____	_____	_____
Total:	\$40,000	\$400,000	\$497,000

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

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

Total Cost: \$276,000

This project will acquire additional property on the to expand 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	\$276,000
	<hr/>
Total:	\$276,000

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

Total Cost: \$40,000

This project will extend sidewalks across frontage of Acorn Park. Existing cable barrier will be replaced and dog pot station relocated. Minor landscaping improvements will be required.

Operating Budget Impact: None.

Funding Sources for This Project:

<u>Funding Source</u>	<u>Projected Amount</u>
GF – BEGINNING BALANCE	\$40,000

Total:	\$40,000

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
1100		0	CITY PARK ADDITIONAL PAVED ACCESS PATHWAYS	\$31,000
1107		0	CITY PARK ADDITIONAL PICNIC SHELTER	\$56,000
1108		0	ACORN PARK PAVED PATHWAYS AND PICNIC TABLE PADS, ACCESSIBLE BENCHES AND PICNIC TABLES	\$35,000
1109		0	ACORN PARK PLAYGROUND UPGRADES	\$25,000
1111		0	ACORN PARK PICNIC SHELTER (SMALL)	\$31,000
1114		0	NEW PARK PROPERTY ACQUISITION	\$499,000
1116		0	PICKLEBALL COURT	\$75,000
1118		0	RECONFIGURE CITY PARK LAYOUT TO ACCOMMODATE ADDITIONAL FACILITIES	\$1,561,000
1119		0	ACORN PARK REPLACE GRASS WITH NATIVE GROUNDCOVER IN SHADY AREAS	\$31,000
1120		0	SPORTS FIELDS & PARKING ON PROPERTY BEHIND CITY HALL	1873000
1121		0	CITY PARK SPLASH PAD	\$437,000
1124		0	NATURE TRAILS THROUGH WETLAND AREAS	\$375,000
1125		0	MULTIUSE PATH BETWEEN CITY PARK AND CITY HALL	\$437,000
			Total for Unfunded Parks System:	\$5,466,000
			Grand Total for Unfunded Parks:	\$5,466,000

Parks SDC Account Balances and Projections

City of Millersburg

Parks SDC Tracking			
SDC per EDU = \$1,200	SDC-R	SDC-I	Notes
% of total SDC (from 2006/2008 methodology)	23%	77%	
FY 2020-2021			
SDC Revenues			
BOY	652,642		
BOY SDC R/I	97,141	555,500	
SDCs Received (revenue)	81,596		68 EDUs
SDC Revenue R/I	18,767	62,829	
Total SDC R/I Resources for FY	115,908	618,329	
SDC Expenditures			
New Park Property Acquisition	91,000	618,000	100% SDC-I eligible in 2006/2008 SDC methodology, total cost \$709,000
SDC Study	3,950	0	SDC eligible, total cost \$3,950
Total SDC R/I Expenditures for FY	94,950	618,000	
SDC Balance EOY R/I	20,958	329	
SDC Balance EOY Total	21,287		final

Parks SDC Tracking			
SDC per EDU = \$1,200	SDC-R	SDC-I	Notes
% of total SDC (from 2006/2008 methodology)	23%	77%	
FY 2021-2022 - old methodology for permits issued through October, then switch to new			
SDC Revenues			
BOY	21,287		
BOY SDC R/I	20,958	329	
SDCs Received (revenue)	14,400		12 EDUs at \$1,200 each
SDC Revenue R/I	3,312	11,088	
SDC per EDU = \$3,627 (adopted September 2021)			
% of total SDC (from 2021 methodology)			
		SDC-R	SDC-I
		11%	89%
SDCs Received (revenue)	36,330		10 EDUs at \$3,627 each
SDC Revenue R/I	3,996	32,334	
Total Revenue for FY	7,308	43,422	
Total SDC R/I Resources for FY	28,266	43,751	
SDC Expenditures			
	0	0	
Total SDC R/I Expenditures for FY	0	0	
SDC Balance EOY R/I	28,266	43,751	
SDC Balance EOY Total	72,017		final

FY 2022-2023 - ESTIMATED			
SDC Revenues			
BOY	72,017		
BOY SDC R/I	28,266	43,751	
SDCs Received (revenue)	71,334		1 EDU at \$3627, 7 EDUs at \$4080, 1 EDU at \$2427 plus 10 more projected at \$4080
SDC Revenue R/I	7,847	63,487	
Total SDC R/I Resources for FY	36,113	107,238	
SDC Expenditures			
	0	30,000	
Total SDC R/I Expenditures for FY	0	30,000	
SDC Balance EOY R/I	36,113	77,238	
SDC Balance EOY Total	113,351		projected

FY 2023-2024 - PROJECTED			
SDC Revenues			
BOY	113,351		
BOY SDC R/I	36,113	77,238	
SDCs Received (revenue)	69,360		Estimated based on 17 EDUs
SDC Revenue R/I	7,630	61,730	
Total SDC R/I Resources for FY	43,743	138,969	
SDC Expenditures			
	0	0	
Total SDC R/I Expenditures for FY	0	0	
SDC Balance EOY R/I	43,743	138,969	
SDC Balance EOY Total	182,711		estimated

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 new fire station, which was completed in July 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 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	2023-24	2024-25	2025-26	2026-27	2027-28	TOTAL
GF Beginning Balance	\$110,000	\$0	\$0	\$0	\$0	\$110,000
GRAND TOTALS:	\$110,000	\$0	\$0	\$0	\$0	\$110,000

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: 2023 – 2024		
1006	CITY HALL DROP BOX AREA, ADA RAMPS, AND SIDEWALK	\$40,000
1007	CITY HALL GENERATOR	\$55,000
1009	OFFICE INTERIOR REMODEL	\$15,000
		Total for FY 2023 – 2024
		\$110,000
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
Plan Year: 2026 – 2027		
NONE IDENTIFIED		\$0
		Total for FY 2026 – 2027
		\$0
Plan Year: 2027 – 2028		
NONE IDENTIFIED		\$0
		Total for FY 2027 – 2028
		\$0
Grand Total for Public Facilities:		\$110,000

Plan FY: 2023-2024 CITY HALL SIDEWALKS AND ADA RAMP
CIP Project #: 1006

Master Plan:
Category: Public Facilities

Plan Element:
Classification: City Hall

Total Cost: \$40,000

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	\$40,000
<hr/>	
Total:	\$40,000

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
1010		0	OFFICE ADDITION	\$100,000
1011		0	MAINTENANCE YARD	\$700,000
			Total for Unfunded Public Facilities:	\$800,000
			Grand Total for Unfunded Public Facilities:	\$800,000

Transportation

Investing in our Infrastructure

The City's transportation system consists of City and Linn County roads. The City maintains approximately 35 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, the general fund, and grants.

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 costs 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	2023-24	2024-25	2025-26	2026-27	2027-28	TOTAL
General Fund Beginning Balance	\$0	\$0	\$0	\$0	\$0	\$0
Streets SDC-Improvements	\$1,003,000	\$1,277,000	\$925,000	\$0	\$0	\$3,205,000
Streets SDC-Reimbursement	\$27,000	\$204,000	\$791,000	\$0	\$0	\$1,022,000
Highway Use Tax	\$0	\$0	\$0	\$0	\$0	\$0
Highway Use Tax - Bike/Ped	\$20,000	\$0	\$0	\$0	\$0	\$20,000
Street Reserves and Street Beginning Fund Balance	\$65,000	\$358,000	\$262,000	\$0	\$0	\$685,000
Perlenfein Zuhlke Lane Reservation	\$96,300	\$0	\$0	\$0	\$0	\$96,300
Suniga Millersburg Drive Reservation	\$0	\$0	\$341,000	\$0	\$0	\$341,000
Grants	\$91,000	\$1,000,000	\$0	\$0	\$0	\$1,091,000
Sale of Industrial Property	\$0	\$1,523,000	\$0	\$0	\$0	\$1,523,000
GRAND TOTALS:	\$1,302,300	\$4,362,000	\$2,319,000	\$0	\$0	\$7,983,300

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: 2023 – 2024		
2024	ZUHLKE EXTENSION WEST – PHASE I	\$96,300
2026	TRANSITION PARKWAY	\$971,000
2028	BRIDGE REPLACEMENT WAVERLY DRIVE AT COX CREEK	\$50,000
2029	STREET LIGHTING – WOODS ROAD	\$15,000
2039	WOODS ROAD SHARED USE PATH - NORTH	\$170,000
Total for FY 2022 - 2023		\$1,302,300
Plan Year: 2024 – 2025		
2026	TRANSITION PARKWAY	\$3,552,000
2028	BRIDGE REPLACEMENT WAVERLY DRIVE AT COX CREEK	\$50,000
2039	WOODS ROAD SHARED USE PATH – NORTH	\$760,000
Total for FY 2023 – 2024		\$4,362,000
Plan Year: 2025 – 2026		
2016	MILLERSBURG DRIVE WEST OF WOODS ROAD FULL STREET IMPROVEMENTS	\$2,057,000
2028	BRIDGE REPLACEMENT WAVERLY DRIVE AT COX CREEK	\$262,000
Total for FY 2024 - 2025		\$2,319,000
Plan Year: 2026 – 2027		
	NONE	\$0
Total for FY 2025 – 2026		\$0
Plan Year: 2027 – 2028		
	NONE	\$0
Total for FY 2026 - 2027		\$0
Grand Total for Transportation:		\$7,983,300

Master Plan:
Category: Transportation

Plan Element:
Classification: Streets

Total Cost: \$2,057,000

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	\$925,000
STREET SDC-REIMBURSEMENT FUND	\$791,000
	<hr/>
Total:	\$2,057,000

Master Plan:
Category: Transportation

Plan Element:
Classification: Streets

Total Cost: \$96,300

This project will construct street improvements on Zuhlke Lane along the south side of the West Park subdivision.

In 2017, the developer of the West Park subdivision paid street frontage fees which must be returned, with associated interest, to the developer if street improvements are not constructed within 20 years.

Another developer now intends to develop Zuhlke Lane in conjunction with a new subdivision. The funds collected from the previous developer will be used toward the construction of the north half of the road fronting the West Park subdivision.

Operating Budget Impact: None at this time.

Funding Sources for This Project:

<u>Funding Source</u>	<u>Projected Amount</u>
PERLENFEIN ZUHLKE LANE RESERVATION	\$96,300

Total:	\$96,300

Master Plan:
Category: Transportation

Plan Element:
Classification: Streets

Total Cost: \$4,523,000

This project will construct a new street, Transition Parkway, south of Conser Road to serve as a new route from Woods Road to Old Salem Road. The project will route pass-through and industrial traffic away from existing residences on the north side of Conser Road. It will also serve as access for industrial property to the south.

This project also includes a water main and linear park/multiuse path. Costs for these portions of the project are included in the Parks and Water Funds.

The funding for this project will come from a combination of grants and fees paid by developers, including SDC fees. The costs expended for construction of this infrastructure are eligible for reimbursement through the RSIS program.

Operating Budget Impact: Addition of a new road increases maintenance costs over time.

Funding Sources for This Project:

<u>Funding Source</u>	<u>Projected Amount</u> <u>FY 23/24</u>	<u>Projected Amount</u> <u>FY 24/25</u>
STREET SDC – IMPROVEMENT FUND	\$971,000	\$1,029,000
SALE OF INDUSTRIAL PROPERTY	\$0	\$1,523,000
GRANTS	\$0	\$1,000,000
	<hr/>	<hr/>
Total:	\$971,000	\$3,552,000

Plan FY: 2023-2026 BRIDGE REPLACEMENT WAVERLY DRIVE AT COX CREEK
CIP Project #: 2028

Master Plan: **Plan Element:**
Category: Transportation **Classification:** Bridges

Total Cost: \$362,000

This project will replace the bridge over Cox Creek on Waverly Drive.

The Cox Creek Waverly Drive Bridge is in significant need of replacement and is the only access to Talking Water Gardens, Simpson Park, and a rail yard. In cooperation with Linn County, and with support from the City of Albany, Millersburg has been pursuing grant funding for replacement of this bridge since 2017. This bridge was selected for award during the latest round of Local Bridge Program (LBP) funding provided by the Infrastructure Investment and Jobs Act (IIJA).

The overall project estimate is \$3,524,000 and the grant funding requires a 10.27% match to be provided by the City of Millersburg. As a certified local agency, Linn County will provide design and construction oversight for the project.

Operating Budget Impact: Decrease of ongoing maintenance costs.

Funding Sources for This Project:

<u>Funding Source</u>	<u>Projected Amount</u> <u>FY 23/24</u>	<u>Projected Amount</u> <u>FY 24/25</u>	<u>Projected Amount</u> <u>FY 25/26</u>
STREET FUND RESERVES	\$50,000	\$50,000	\$262,000
Total:	\$50,000	\$50,000	\$262,000

Plan FY: 2023-2024 STREET LIGHTING – WOODS ROAD
CIP Project #: 2029

Master Plan: **Plan Element:**
Category: Transportation **Classification:** Signage and Lighting

Total Cost: \$15,000

This project will add streetlights to existing power poles along Woods Road.

Operating Budget Impact: Increased electrical power costs.

Funding Sources for This Project:

<u>Funding Source</u>	<u>Projected Amount</u>
STREET FUND RESERVES	\$15,000
	<hr/>
Total:	\$15,000

Plan FY: 2023-2025 WOODS ROAD SHARED USED PATH
CIP Project #: 2039

Master Plan: **Plan Element:**
Category: Transportation **Classification:** Pedestrian and Bikeways

Total Cost: \$930,000

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 23-24 and FY 24-25). The first phase of the work, to begin preliminary design and right-of-way acquisition, began in FY 22-23.

Operating Budget Impact: Development of new path increases operating expenses.

Funding Sources for This Project:

<u>Funding Source</u>	<u>Projected Amount</u>	<u>Projected Amount</u>
	<u>FY 23/24</u>	<u>FY 24/25</u>
HIGHWAY USE TAX – BIKE/PED	\$20,000	\$0
GRANT	\$91,000	\$0
STREET SDC – IMPROVEMENTS FUND	\$32,000	\$248,000
STREET SDC – REIMBURSEMENT FUND	\$27,000	\$204,000
STREET FUND RESERVES	\$0	\$308,000
	_____	_____
Total:	\$170,000	\$760,000

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	\$1,917,000
2019		0	PARKER LAND FULL STREET IMPROVEMENTS	\$740,000
2020		0	WAVERLY FULL STREET IMPROVEMENTS	\$569,000
2021		0	AMANDA FULL STREET IMPROVEMENTS	\$359,000
2022		0	BAIN AND TONI FULL STREET IMPROVEMENTS	\$569,000
2023		0	ZUHLKE EXTENSION EAST	\$564,000
2025		0	CONSER ROAD FULL STREET IMPROVEMENTS	\$1,281,000
Total for Unfunded Street Reconstruction/Improvements:				\$5,999,000

Bridges

CIP #	Phase	Year	Title	Projected Total
			NONE	
Total for Unfunded Bridges:				\$0

Signage and Lighting

CIP #	Phase	Year	Title	Projected Total
2029		0	STREET LIGHTING WOODS ROAD AND CONSER ROAD	\$18,000
2031		0	SIGNAL LIGHT CONSER AND OLD SALEM ROAD (SHARED WITH LINN COUNTY)	\$661,000
2049		0	MILLERSBURG GATEWAY TREATMENTS (NORTH AND SOUTH ENDS OF CITY)	\$40,000
Total for Unfunded Street Reconstruction/Improvements:				\$719,000

Pedestrian and Bike Projects

CIP #	Phase	Year	Title	Projected Total
2032		0	WIDEN SHOULDER AND PROVIDE BIKE LANES ALONG OLD SALEM ROAD	\$70,000
2034		0	SIDEWALKS ON SOUTH END OF OLD SALEM ROAD (SHARED WITH LINN COUNTY)	\$282,000
2035		0	SIDEWALK ON EAST SIDE OF KATELYN, SOUTH END	\$12,000
2037		0	PEDESTRIAN WALKWAY FROM CITY HALL TO SOUTH SIDE OF CONSER	\$132,000
2049		0	OLD SALEM ROAD MULTIUSE PATH	\$1,249,000
Total for Unfunded Street Reconstruction/Improvements:				\$1,745,000

GRAND TOTAL UNFUNDED TRANSPORTATION: \$8,463,000

Transportation SDC Account Balances and Projections

City of Millersburg

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)		162,932	46 EDUs
SDC Revenue R/I	6,517		156,415
SDC per EDU = \$6381	SDC-R	SDC-I	
% of total SDC (from 2020 methodology)	34%	66%	
SDC Revenue R/I	47,498		22 EDUs
Total Revenue for FY	54,015		249,299
Total SDC R/I Resources for FY	103,160		2,357,383
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	103,160		2,357,383
SDC Balance EOY Total		2,460,543	final

Streets SDC Tracking - beginning July 1, 2021			
SDC per EDU = \$6381			
% of total SDC (from 2020 methodology)			
	SDC-R	SDC-I	Notes
	34%	66%	
FY 2021-2022			
SDC Revenues			
BOY		2,460,543	
BOY SDC R/I	103,160		2,357,383
SDCs Received (revenue)		121,239	19 EDUs
SDC Revenue R/I	41,021		80,218
Total SDC R/I Resources for FY	144,181		2,437,601
SDC Expenditures			
Access Road for Industrial Property West of RR Tra	0	0	100% SDC-I in 2020 SDC methodology
Transition Parkway	0	605,649	100% SDC-I in 2020 SDC methodology
Woods Road Shared Use Path	5,408	7,178	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	5,408	612,827	
SDC Balance EOY R/I	138,773		1,824,774
SDC Balance EOY Total		1,963,547	final

FY 2022-2023 - ESTIMATED			
SDC Revenues			
BOY		1,963,547	
BOY SDC R/I	138,773		1,824,774
SDCs Received (revenue)		128,424	1 at \$6,381, 7 at \$7179 plus 10 more projected at \$7179
SDC Revenue R/I	43,452		84,972
Total SDC R/I Resources for FY	182,225		1,909,746
SDC Expenditures			
Access Road for Industrial Property West of RR Tra	0	0	100% SDC-I in 2020 SDC methodology
Transition Parkway	0	565,000	100% SDC-I in 2020 SDC methodology
Woods Road Shared Use Path	0	0	55% SDC-I in 2020 SDC methodology (project cost for 22-23 is paid for by grant \$)
Total SDC R/I Expenditures for FY	0	565,000	
SDC Balance EOY R/I	182,225		1,344,746
SDC Balance EOY Total		1,526,971	projected

FY 2023-2024 - PROJECTED			
SDC Revenues			
BOY		1,526,971	
BOY SDC R/I	182,225		1,344,746
SDCs Received (revenue)		122,043	Estimated based on 17 EDUs
SDC Revenue R/I	41,293		80,750
Total SDC R/I Resources for FY	223,519		1,425,496
SDC Expenditures			
Transition Parkway	0	971,000	100% SDC-I in 2020 SDC methodology
Woods Road Shared Use Path	27,000	32,000	55% SDC-I in 2020 SDC methodology (project cost for 22-23 is paid for by grant \$)
Total SDC R/I Expenditures for FY	27,000	1,003,000	
SDC Balance EOY R/I	196,519		422,496
SDC Balance EOY Total		619,014	estimated

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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 responding 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.

Each year the estimated costs of the projects are 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	2023-24	2024-25	2025-26	2026-27	2027-28	TOTAL
General Fund Beginning Balance	\$0	\$0	\$0	\$0	\$0	\$0
Stormwater Fund Beginning Balance	\$0	\$0	\$0	\$0	\$0	\$0
GRAND TOTALS:	\$0	\$0	\$0	\$0	\$0	\$0

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: 2023 – 2024		
	NONE IDENTIFIED	\$0
	Total for FY 2022 – 2023	\$0
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
Plan Year: 2026 – 2027		
	NONE IDENTIFIED	\$0
	Total for FY 2025 – 2026	\$0
Plan Year: 2027 – 2028		
	NONE IDENTIFIED	\$0
	Total for FY 2026 – 2027	\$0
Grand Total for Stormwater:		\$0

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
3001	0		NORTH TRIBUTARY OF CROOKS CREEK IMPROVEMENTS	\$263,000
3003	0		MORNINGSTAR ESTATES OUTFALL MODIFICATION	\$240,000
3004	0		HOFFMAN ESTATES STORM WATER CAPACITY IMPROVEMENTS	\$185,000
3005	0		UMPQUA LANE DETENTION PIPES MODIFICATION	\$129,000
3006	0		WOODS ROAD DRAINAGE CAPACITY INCREASE	\$658,000
3007	0		CROOKS CREEK SEDIMENTATION STUDY	\$82,000
3008	0		KATHRYN ST AND KNOX BUTTE AVE STORM IMPROVEMENTS	\$256,000
3014	0		SW IN WOODS ROAD EXTENSION	\$1,367,000
3015	0		SW IN ZUHLKE LANE EXTENSION	\$495,000
3016	0		SW IN 54 TH AVENUE EXTENSION	\$348,000
3017	0		SW IN CONSER ROAD IMPROVEMENTS	\$240,000
3018	0		OLD SALEM ROAD BUILD-OUT CAPACITY IMPROVEMENTS	\$832,000
3019	0		OLD SALEM ROAD EXISTING CAPACITY IMPROVEMENTS	\$4,363,000
Total for Unfunded Collection and Conveyance System:				\$9,458,000

Grand Total for Unfunded Stormwater: \$9,458,000

Stormwater SDC Account Balances and Projections

City of Millersburg

Stormwater SDC Tracking			
SDC per EDU = \$660		SDC-R	SDC-I
% of total SDC (from 2020 methodology)		6%	94%
FY 2020-2021			
SDC Revenue R/I	836	13,684	22 EDUs
Total SDC R/I Resources for FY	836	13,684	
SDC Expenditures			
	0	0	
Total SDC R/I Expenditures for FY	0	0	
SDC Balance EOY R/I	836	13,684	
SDC Balance EOY Total	14,520		final
FY 2021-2022			
SDC Revenues			
BOY	14,520		
BOY SDC R/I	836	13,684	
SDC's received (revenue)	12,540		19 EDUs
SDC Revenue R/I	722	11,818	
Total SDC R/I Resources for FY	1,558	25,502	
SDC Expenditures			
	0	0	
Total SDC R/I Expenditures for FY	0	0	
SDC Balance EOY R/I	1,558	25,502	
SDC Balance EOY Total	27,060		final
FY 2022-2023 - ESTIMATED			
SDC Revenues			
BOY	27,060		
BOY SDC R/I	1,558	25,502	
SDC's received (revenue)	13,291		1 at \$660, 7 at \$743 plus 10 more projected at \$743
SDC Revenue R/I	765	12,526	
Total SDC R/I Resources for FY	2,323	38,028	
SDC Expenditures			
	0	0	
Total SDC R/I Expenditures for FY	0	0	
SDC Balance EOY R/I	2,323	38,028	
SDC Balance EOY Total	40,351		projected
FY 2023-2024 - PROJECTED			
SDC Revenues			
BOY	40,351		
BOY SDC R/I	2,323	38,028	
SDC's received (revenue)	14,860		Estimated based on 17 EDUs
SDC Revenue R/I	856	14,004	
Total SDC R/I Resources for FY	3,179	52,032	
SDC Expenditures			
	0	0	
Total SDC R/I Expenditures for FY	0	0	
SDC Balance EOY R/I	3,179	52,032	
SDC Balance EOY Total	55,211		estimated

Wastewater

Maintaining our Assets

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. The Master Plan also 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 Millersburg staff and 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. Solids handling (composting) and dewatering equipment projects are currently being completed at the Water Reclamation Facility. These projects were addressed in prior CIPs and other projects will be incorporated into future CIPs.

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 costs of the projects are 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	2023-24	2024-25	2025-26	2026-27	2027-28	TOTAL
Sewer SDC-R	\$0	\$0	\$0	\$0	\$0	\$0
Sewer SDC-I	\$0	\$514,000	\$240,000	\$0	\$0	\$754,000
Sewer Rates/Operating Revenues	\$74,000	\$7,000	\$0	\$0	\$0	\$81,000
Settlement Proceeds	\$0	\$0	\$0	\$0	\$0	\$0
GRAND TOTALS:	\$74,000	\$521,000	\$240,000	\$0	\$0	\$835,000

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: 2023 – 2024		
4042	REPAIR MHS AT BURKHART AND ATI FM DISCHARGES	\$40,000
4045	AM-WRF CAPITAL PROJECTS	\$34,000
Total for FY 2022 – 2023		\$74,000
Plan Year: 2024 – 2025		
4016	ATI PUMP REPLACEMENT	\$85,000
4044	SYSTEM EXPANSION TO INDUSTRIAL AREA SOUTH OF CONSER ROAD	\$429,000
4045	AM-WRF CAPITAL PROJECTS	\$7,000
Total for FY 2023 – 2024		\$521,000
Plan Year: 2025 – 2026		
4028	SEWER FOR MORNINGSTAR ROAD REALIGNMENT	\$240,000
Total for FY 2024 – 2025		\$240,000
Plan Year: 2026 – 2027		
	NONE IDENTIFIED	\$0
Total for FY 2025 – 2026		\$0
Plan Year: 2027 – 2028		
	NONE IDENTIFIED	\$0
Total for FY 2026 – 2027		\$0
Grand Total for Wastewater:		\$835,000

Plan FY: 2024-2025 ATI PUMP STATION PUMP REPLACEMENT

CIP Project #: 4016

Master Plan:

Category: Wastewater

Plan Element:

Classification: Collection System

Total Cost: \$85,000

This project will replace existing pumps at the ATI sewer pumping station to increase capacity.

Operating Budget Impact: This project will result in an incremental increase in power usage and costs over the long term.

Funding Sources for This Project:

<u>Funding Source</u>	<u>Projected Amount</u>
SEWER SDC – IMPROVEMENTS FUND	\$85,000
	<hr/>
Total:	\$85,000

Master Plan: Plan Element:
Category: Wastewater **Classification:** Collection System

Total Cost: \$240,000

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	\$240,000
	<hr/>
Total:	\$240,000

Master Plan:

Category: Wastewater

Plan Element:

Classification: Collection System

Total Cost: \$429,000

This project will expand sewer collection system to the industrial area south of Conser Road.

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	\$429,000
<hr/>	
Total:	\$429,000

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	SYSTEM EXPANSION TO UNDER SERVED NE INDUSTRIAL AREAS	\$161,000
4046		0	INCREASED CONVEYANCE CAPACITY TO AM-WRF	\$5,000,000
Total for Unfunded Interceptors/Collectors				\$5,161,000

Lift Stations

CIP #	Phase	Year	Title	Projected Total
4017		0	MORNINGSTAR PUMP IMPELLER REPLACEMENT	\$42,000
Total for Unfunded Lift Stations:				\$42,000

Water Reclamation Facility

CIP #	Phase	Year	Title	Projected Total
4029		0	INFLUENT PUMP STATION EXPANSION	\$2,212,000
4030		0	HEADWORKS 4TH CHANNEL EQUIPMENT AND SCREENING EQUIPMENT	\$274,000
4031		0	HEADWORKS GRIT REMOVAL EQUIPMENT	\$428,000
4032		0	VLR NO. 1A	\$196,000
4033		0	VLR NO. 2A	\$476,000
4034		0	VLR NO. 9 - NO. 14	\$3,432,000
4035		0	BLOWER BUILDING #2	\$858,000
4036		0	SECONDARY CLARIFIER #4	\$768,000
4038		0	CHLORINE CONTACT BASIN EXPANSION	\$405,000
4039		0	SLUDGE COMPOSTING AND DEWATERING FACILITIES	\$3,716,000
4041		0	OUTFALL AND DIFFUSER NO. 2	\$706,000
Total for Unfunded Water Reclamation Facility:				\$13,471,000

Talking Water Gardens

CIP #	Phase	Year	Title	Projected Total
4019		0	COMPLETE ENTRANCE/PARKING LOT LANDSCAPING	\$17,000
4020		0	COMPLETE BRIDGE IMPROVEMENTS AND LANDSCAPING	\$17,000
4021		0	REROUTE OVERHEAD POWER LINES	\$53,000
4022		0	ENTRANCE ROAD IMPROVEMENTS	\$93,000
Total for Unfunded Talking Water Gardens:				\$180,000

GRAND TOTAL UNFUNDED WASTEWATER: \$18,854,000

Wastewater SDC Account Balances and Projections

City of Millersburg

Wastewater SDC Tracking			
SDC per EDU = \$2,231	SDC-R	SDC-I	
% of total SDC (from 2006/2008 methodology)	46%	54%	Notes
FY 2020-2021 - old methodology for permits issued through mid-September, then switch to new			
SDC Revenues			
BOY (per previous auditor workpaper)	556,596		
BOY SDC R/I	43,961	512,635	
SDCs Received (revenue)	102,626		46 EDUs
SDC Revenue R/I	47,208	55,418	
SDC per EDU = \$4655			
% of total SDC (from 2020 methodology)			
	55%	45%	
SDC Revenue R/I	58,926	48,139	23 EDUs (22 new homes, 1 new connection to exst home with failed septic)
Total Revenue for FY	106,134	103,557	
Total SDC R/I Resources for FY	150,095	616,192	
SDC Expenditures			
WRF Capital Projects	0	0	
Wetland Loan Payment to DEQ	50,000	0	
WRF Debt Service	68,357	242,358	Total amount for FY 20-21 is \$310,745, 78% improvement per 2006/2008 SDC methodology
Total SDC R/I Expenditures for FY	118,357	242,358	
SDC Balance EOY R/I	31,738	373,834	
SDC Balance EOY Total	405,572		final
FY 2021-2022			
SDC Revenues			
BOY	405,572		
BOY SDC R/I	31,738	373,834	
SDC's received (revenue)	88,445		19 EDUs
SDC Revenue R/I	48,678	39,767	
Total SDC R/I Resources for FY	80,416	413,601	
SDC Expenditures			
AM-WRF Capital Projects	0	0	
Transition Parkway Sewer Main	0	63,224	100% SDC-I in 2020 SDC methodology
Total SDC R/I Expenditures for FY	0	63,224	
SDC Balance EOY R/I	80,416	350,377	
SDC Balance EOY Total	430,793		final
FY 2022-2023 - ESTIMATED			
SDC Revenues			
BOY	430,793		
BOY SDC R/I	80,416	350,377	
SDC's received (revenue)	93,684		1 at \$4655, 7 at \$5237 plus 10 more projected at \$5237
SDC Revenue R/I	51,561	42,123	
Total SDC R/I Resources for FY	131,977	392,500	
SDC Expenditures			
Transition Parkway Sewer Main	0	4,000	
Total SDC R/I Expenditures for FY	0	4,000	
SDC Balance EOY R/I	131,977	388,500	
SDC Balance EOY Total	520,477		projected
FY 2023-2024 - PROJECTED			
SDC Revenues			
BOY	520,477		
BOY SDC R/I	131,977	388,500	
SDC's received (revenue)	104,740		Estimated based on 17 EDUs
SDC Revenue R/I	57,646	47,094	
Total SDC R/I Resources for FY	189,624	435,594	
SDC Expenditures			
Transition Parkway Sewer Main	0	0	
Total SDC R/I Expenditures for FY	0	0	
SDC Balance EOY R/I	189,624	435,594	
SDC Balance EOY Total	625,217		estimated

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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 Millersburg staff and 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 costs of the projects are 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	2023-24	2024-25	2025-26	2026-27	2027-28	TOTAL
Water SDC-I	\$0	\$250,000	\$0	\$187,000	\$0	\$437,000
Water SDC-R	\$375,000	\$233,000	\$100,000	\$0	\$0	\$708,000
Water Rates/Operating Revenues	\$16,000	\$178,000	\$392,000	\$0	\$0	\$586,000
Grants	\$500,000	\$0	\$0	\$0	\$0	\$500,000
Sale of Industrial Property	\$466,000	\$1,750,000	\$0	\$0	\$0	\$2,216,000
GRAND TOTALS:	\$1,357,000	\$2,411,000	\$492,000	\$187,000	\$0	\$4,447,000

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: 2023 - 2024		
5004	TRANSFER SERVICES FROM AC PIPE IN OLD SALEM ROAD NORTH OF TRUAX CREEK	\$125,000
5018	SYSTEM EXPANSION TO INDUSTRIAL PROPERTY SOUTH OF CONSER	\$1,216,000
5023	AM-WTP IT AND SCADA UPGRADES	\$11,000
5024	AM-WTP ACID WASH LINE	\$5,000
Total for FY 2023 – 2024		\$1,357,000
Plan Year: 2024 – 2025		
5004	TRANSFER SERVICES FROM AC PIPE IN OLD SALEM ROAD NORTH OF TRUAX CREEK	\$200,000
5018	SYSTEM EXPANSION TO INDUSTRIAL PROPERTY SOUTH OF CONSER	\$2,000,000
5019	AM-WTP SEISMIC VALVE REPLACEMENT AND RAW WATER PUMPING STATION VALVE	\$33,000
5022	AM-WTP GENERATOR	\$167,000
5023	AT-WTP IT AND SCADA UPGRADES	\$11,000
Total for FY 2024 – 2025		\$2,411,000
Plan Year: 2025 – 2026		
5005	ABAONDON AC PIPE IN OLD SALEM ROAD SOUTH OF TRUAX CREEK	\$492,000
Total for FY 2025 – 2026		\$492,000
Plan Year: 2026 – 2027		
5012	MORNINGSTAR ROAD REALIGNMENT WATER	\$187,000
Total for FY 2026 – 2027		\$187,000
Plan Year: 2027 – 2028		
	NONE IDENTIFIED	\$0
Total for FY 2027 – 2028		\$0
Grand Total for Water:		\$4,447,000

Plan FY: 2023-2025 TRANSFER SERVICES FROM AC PIPE IN OLD SALEM ROAD NORTH OF TRUAX CREEK
CIP Project #: 5004

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

Total Cost: \$325,000

This project will replace services currently connected to an existing AC pipe with connections to the 20" ductile iron (DI) water main.

Replacement services are to three industries located on Old Salem Road, north of Truax Creek. A 3" meter scheduled for replacement will also be replaced with this project. Existing AC pipe will remain in place, but normally isolated from the rest of the system.

Operating Budget Impact: Isolating 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>	<u>Projected Amount</u>
	<u>FY 23/24</u>	<u>FY 24/25</u>
WATER SDC-REIMBURSEMENT FUND	\$125,000	\$200,000
	<hr/>	<hr/>
Total:	\$125,000	\$200,000

Plan FY: 2025-2026 ABANDON AC PIPE IN OLD SALEM ROAD SOUTH OF TRUAX CREEK
CIP Project #: 5005

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

Total Cost: \$492,000

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	\$392,000
WATER SDC – REIMBURSEMENT FUND	\$100,000
	<hr/>
Total:	\$492,000

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

Total Cost: \$187,000

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	\$187,000
Total:	\$187,000

Plan FY: 2023-2025 TRANSITION PARKWAY WATER MAIN
CIP Project #: 5018

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

Total Cost: \$3,216,000

This overall project extends water to the industrial area south of Conser Road, including segments A, B, C, D and E from Millersburg Water Distribution System - South Conser Road Analysis Memo.

The Transition Parkway Water Main project, to be constructed in 2023-2025, includes segments A, B, and a portion of C. The remainder of the overall project is unfunded at this time.

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> <u>FY 23/24</u>	<u>Projected Amount</u> <u>FY 24/25</u>
WATER SDC – IMPROVEMENT FUND	\$0	\$250,000
WATER SDC – REIMBURSEMENT FUND	\$250,000	\$0
SALE OF INDUSTRIAL PROPERTY	\$466,000	\$1,750,000
GRANTS	\$500,000	\$0
	<hr/>	<hr/>
Total:	\$1,216,000	\$2,000,000

Plan FY: 2024-2025 AM-WTP SEISMIC VALVE AND RAW WATER PUMP STATION VALVE REPLACEMENT

CIP Project #: 5019

Master Plan: **Plan Element:**
Category: Water **Classification:** Treatment Plant

Total Cost: \$33,000

This project will replace a leaking seismic valve at the water storage tank and a valve at the raw water pump station. The valve at the storage tank was replaced in winter 2022/23, the valve at the raw water pump station is scheduled for replacement in winter 2024/25.

Operating Budget Impact: Minor maintenance cost reduction.

Funding Sources for This Project:

<u>Funding Source</u>	<u>Projected Amount</u>
WATER SDC-REIMBURSEMENT FUND	\$33,000
	<hr/>
Total:	\$33,000

Plan FY: 2024-2025 AM-WTP GENERATOR

CIP Project #: 5022

Master Plan:

Category: Water

Plan Element:

Classification: Treatment Plant

Total Cost: \$167,000

This project will install an emergency backup generator at the AM-WTP to increase resiliency in case of a power outage. The generator is anticipated to run a single treatment train in case of an outage that affects both power feeds to the plant.

Operating Budget Impact: Minor maintenance costs associated with generator maintenance.

Funding Sources for This Project:

<u>Funding Source</u>	<u>Projected Amount</u>
WATER RATES/OPERATING REVENUES	\$167,000
	<hr/>
Total:	\$167,000

Master Plan: Plan Element:
Category: Water **Classification:** Treatment Plant

Total Cost: \$22,000

This project will perform needed upgrades to the AM-WTP SCADA and IT system, which operates the plant. Millersburg's portion of the cost will be spread out over two fiscal years.

Operating Budget Impact: None anticipated.

Funding Sources for This Project:

<u>Funding Source</u>	<u>Projected Amount FY 23/24</u>	<u>Projected Amount FY 24/25</u>
WATER RATES/OPERATING REVENUES	\$11,000	\$11,000
Total:	\$11,000	\$11,000

Plan FY: 2023-2024 AM-WTP ACID WASH LINE

CIP Project #: 5024

Master Plan:

Category: Water

Plan Element:

Classification: Treatment Plant

Total Cost: \$5,000

This project will replace an existing acid wash line at the AM-WTP.

Operating Budget Impact: None anticipated.

Funding Sources for This Project:

<u>Funding Source</u>	<u>Projected Amount</u>
WATER RATES/OPERATING REVENUES	\$5,000
	<hr/>
Total:	\$5,000

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
5006		0	STEELHEAD MAIN SIZE INCREASE	\$236,000
5011		0	AM-WTP EXPANSION (MEMBRANES)	\$2,176,000
5014		0	SYSTEM EXPANSION TO UNDER SERVED NE INDUSTRIAL AREA	\$504,000
5017		0	AM-WTP EXPANSION (STORAGE)	\$2,237,000
Total for Unfunded Water:				\$5,153,000

Grand Total for Unfunded Water: \$5,153,000

Water SDC Account Balances and Projections

City of Millersburg

Water SDC Tracking			
SDC per EDU = \$1,921	SDC-R	SDC-I	
% of total SDC (from 2006/2008 methodology)	81%	19%	Notes
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	86,445		45 EDUs
SDC Revenue R/I	70,020	16,425	
Beginning mid-September SDC per EDU = \$3,295			
% of total SDC (from 2020 methodology)			
	SDC-R	SDC-I	
SDC Revenue R/I	48,613	33,763	25 EDUs (22 new homes, 3 new connections to existing homes)
Total Revenue for FY	118,633	50,187	
Total SDC R/I Resources for FY	727,513	372,022	
SDC Expenditures			
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	358,513	372,022	
SDC Balance EOY Total	730,535		final
FY 2021-2022			
SDC Revenues			
BOY	730,535		
BOY SDC R/I	358,513	372,022	
SDC's received (revenue)	62,605		19 EDUs
SDC Revenue R/I	36,946	25,660	
Total SDC R/I Resources for FY	395,459	397,682	
SDC Expenditures			
Water Treatment Plant Capital Projects	0	0	
Transition Parkway Water Main	0	203,913	100% SDC-I in 2020 SDC methodology
Transfer Services from AC Pipe North of Truax Creek	16,415	0	100% SDC-R
Total SDC R/I Expenditures for FY	16,415	203,913	
SDC Balance EOY R/I	379,044	193,768	
SDC Balance EOY Total	572,812		final
FY 2022-2023 - ESTIMATED			
SDC Revenues			
BOY	572,812		
BOY SDC R/I	379,044	193,768	
SDC's received (revenue)	68,235		1 at \$3295, 7 at \$3707, 1 at \$1921 plus 10 more projected at \$3707
SDC Revenue R/I	40,268	27,967	
Total SDC R/I Resources for FY	419,312	221,735	
SDC Expenditures			
Water Treatment Plant Capital Projects	9,766	0	Seismic and RW PS valve replacements and VFD replacement
Transition Parkway Water Main	15,000	221,000	100% SDC-I eligible in 2020 SDC methodology
Transfer Services from AC Pipe North of Truax Creek	25,000	0	100% SDC-R
Total SDC R/I Expenditures for FY	49,766	221,000	
SDC Balance EOY R/I	369,546	735	
SDC Balance EOY Total	370,281		projected
FY 2023-2024 - PROJECTED			
SDC Revenues			
BOY	370,281		
BOY SDC R/I	369,546	735	
SDC's received (revenue)	63,019		estimated based on 17 EDUs
SDC Revenue R/I	37,190	25,829	
Total SDC R/I Resources for FY	406,736	26,564	
SDC Expenditures			
Transition Parkway Water Main	250,000	0	100% SDC-I eligible in 2020 SDC methodology
Transfer Services from AC Pipe North of Truax Creek	125,000	0	100% SDC-R
Total SDC R/I Expenditures for FY	375,000	0	
SDC Balance EOY R/I	31,736	26,564	
SDC Balance EOY Total	58,300		projected