Meeting Agenda

Planning Commission

City Hall
601 4th Avenue E
Olympia, WA 98501

Contact: Stacey Ray
360.753.8046

Monday, September 16, 2019 **6:30 PM** **Room 207**

1. CALL TO ORDER

Estimated time for items 1 through 5: 20 minutes

1.A ROLL CALL

2. APPROVAL OF AGENDA

3. APPROVAL OF MINUTES

4. PUBLIC COMMENT

During this portion of the meeting, citizens may address the Advisory Committee or Commission regarding items related to City business, including items on the Agenda. In order for the Committee or Commission to maintain impartiality and the appearance of fairness in upcoming matters and to comply with Public Disclosure Law for political campaigns, speakers will not be permitted to make public comments before the Committee or Commission in these two areas: (1) on agenda items for which the Committee or Commission either held a Public Hearing in the last 45 days, or will hold a Public Hearing within 45 days, or (2) where the speaker promotes or opposes a candidate for public office or a ballot measure.

5. STAFF ANNOUNCEMENTS

This agenda item is also an opportunity for Commissioners to ask staff about City or Planning Commission business.

6. BUSINESS ITEMS

6.A 19-0799 Capital Facilities Plan and 2020-2025 Financial Plan - Public Hearing

Attachments: Link to Preliminary Capital Facilities Plan and 2020-2025 Financial Plan

Estimated time: 90 minutes

7. REPORTS

From staff, Officers and Commissioners and regarding relevant topics.

8. OTHER TOPICS

9. ADJOURNMENT

Approximately 8:30 p.m.

Upcoming

Next Commission meeting is September 28, 2019. See 'meeting details' in Legistar for list of other meetings and events related to Commission activities.

Accommodations

The City of Olympia is committed to the non-discriminatory treatment of all persons in employment and the delivery of services and resources. If you require accommodation for your attendance a the City Advisory Committee meeting, please contact the Advisory Committee staff liaison (contact number in the upper right hand corner of the agenda) at least 48 hours in advance of the meeting. For hearing impaired, please contact us by dialing the Washington State Relay Service at 7-1-1 or 1.800.833.6384.

City Hall
601 4th Avenue E.
Olympia, WA 98501
360-753-8244

Planning Commission

Capital Facilities Plan and 2020-2025 Financial Plan - Public Hearing

Agenda Date: 9/16/2019
Agenda Item Number: 6.A
File Number:19-0799

Type: public hearing **Version:** 1 **Status:** In Committee

Title
Capital Facilities Plan and 2020-2025 Financial Plan - Public Hearing

Recommended Action
Public Hearing; receive public testimony

Report
Issue:
The Planning Commission will hold a public hearing to hear testimony on the *Preliminary Capital Facilities Plan, 2020-2025 Financial Plan*

Staff Contact:
Debbie Sullivan, Administrative Services Director, 360.753.8499

Presenter(s):
Debbie Sullivan, Administrative Services Director, 360.753.8499

Background and Analysis:
The Capital Facilities Plan (CFP) is a Chapter in the City's 20-year Comprehensive Plan adopted by Council in 2014. The CFP portion of the Plan is updated annually.

The CFP identifies which capital facilities are necessary to support development and/or growth. Most projects listed, are directly related to the applicable master plan or functional plan; such as the Parks, Arts and Recreation Plan, the Storm and Surface Water Plan, and other similar plans. The Comprehensive Plan covers a 20-year time horizon; however, the *Preliminary CFP, 2020-2025 Financial Plan* is a 6-year financial plan. It is required by the Growth Management Act and includes specific projects, cost estimates, funding sources and strategies to implement the plan.

Some highlights of the updated CFP, 2020-2025 Financial Plan include:

- Constructing a multi-use trail through Grass Lake Nature Park
- Designing a sprayground at Lions Park
- Designing Fones Road improvements
- Building pedestrian improvements

- Funding a grant program for permanent supportive housing
- Conducting an Olympia Brewery Water Source Engineering Analysis
- Designing storm ponds at 4th Avenue and Ascension
- Seismically retrofitting several reservoirs

Neighborhood/Community Interests (if known):
The Capital Facilities Plan addresses the provisions of essential city services and is of broad community interest. It addresses a wide variety of issues that cover the City of Olympia in its entirety, including: Parks, Arts, and Recreation projects; Transportation projects; General Capital Facilities Projects; Drinking Water projects; Wastewater projects; Storm and Surface Water projects; and it incorporates projects from other service providers such as the Olympia School District. City staff works closely with the Bicycle, Pedestrian Advisory Committee; the Parks & Recreation Advisory Committee, and the Utility Advisory Committee to identify and prioritize projects in the *Preliminary CFP, 2020-2025 Financial Plan*. These committees also provide official comments to the City Council.

Options:
1. Hold public hearing
2. Do not hold public hearing

Financial Impact:
The six-year financial plan projects investments totaling $156,604,404. The first year of the CFP represents the 2020 Capital Budget which is $26,519,374.

Attachments:
Preliminary Capital Facilities Plan and 2020-2025 Financial Plan

Parks, Arts and Recreation Capital Project: Woodruff Park Sprayground

Capital Facilities Plan

2020-2025 Financial Plan

Preliminary Document · as of August 13, 2019
City of Olympia's Comprehensive Plan – Volume II

The City wishes to acknowledge the many individuals who contributed to the preparation of this document. In addition to the required review by the Planning Commission, the following advisory groups also provide technical review of the CFP:

- **Bicycle and Pedestrian Advisory Committee**
- **Parks and Recreation Advisory Committee**
- **Utility Advisory Committee**

The Capital Facilities Plan is Volume II of the Olympia Comprehensive Plan developed in compliance with the Washington State Growth Management Act.

City of Olympia's Comprehensive Plan – Volume II

Prepared by the City of Olympia · Administrative Services Department
P.O. Box 1967, Olympia, WA 98507-1967

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Information & Resources

City Council

Cheryl Selby, *Mayor*
Jessica Bateman, *Mayor Pro Tem*
Jim Cooper
Clark Gilman
Nathaniel Jones
Lisa Parshley
Renata Rollins

Planning Commission

Rad Cunningham, *Chair*
Carole Richmond
Tammy Adams
Kento Azegami
Jessica Blose
Travis Burns
Paula Ehlers
Candi Miller
Joel Baxter

City Administration

Steven R. Hall,
City Manager
Jay Burney,
Assistant City Manager
Mark Barber,
City Attorney
Kellie Purce-Braseth,
Strategic Communications Director
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Administrative Services Director
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Contact Information

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Information Resources

- **LOTT Clean Water Alliance:** lottcleanwater.org
- **Olympia Comprehensive Plan:** olympiawa.gov/compplan
- **Olympia bicycle Master Plan:** olympiawa.gov/transportation
- **Transportation Mobility Strategy:** olympiawa.gov/transportation
- **Water System Plan:** olympiawa.gov/drinkingwater

A Message from Steven R. Hall,
Olympia City Manager

August 13, 2019

City Council and Citizens of Olympia,

I am pleased to present the *Preliminary Capital Facilities Plan and 2020-2025 Financial* (CFP). This Preliminary CFP demonstrates the City's commitment to the community's vision for a vibrant, healthy and beautiful Capital City. In 2014, the Olympia City Council adopted a new and ambitious community vision to guide how the City grows and develops over the next 20 years. This year's capital improvements moves us even closer toward our vision.

The capital projects described in this year's CFP have been planned for years in advance. The CFP is the product of many separate but coordinated planning documents or Master Plans, each focusing on a specific type of facility (drinking water, wastewater, stormwater, parks, etc.). The City's Comprehensive Plan establishes the goals and policies, along with projected population growth and future land uses. Then various Master Plans are developed to identify the specific need, location, and timing of future projects.

I want to acknowledge the work and dedication of the City of Olympia's Planning Commission. The Planning Commission is responsible for reviewing the plan, holding a Public Hearing, and providing comments to the City Council.

In 2020-2025, our new and ongoing capital projects support the community's vision as embodied in the City's comprehensive plan. I am confident this CFP responsibly addresses and supports the infrastructure needs for Olympia. The projects strike an appropriate balance between building new projects and maintaining existing infrastructure. They incorporate creative and efficient solutions to complex challenges and advance the community's priorities.

Respectfully Submitted,

Steven R. Hall
City Manager

Executive Summary

The 2020-2025 plan is a multi-year plan of capital projects with projected beginning and completion dates, estimated costs, and proposed methods of financing. The plan is reviewed and updated annually according to the availability of resources, changes in City policy and community needs, unexpected emergencies and events, and changes in cost and financial strategies.

It is important to understand that a multi-year Capital Facilities Plan does not represent a financial commitment. City Council approval does not automatically authorize funding. It does approve the program in concept and provides validity to the planning process. Appropriations are made in the Capital Budget, which is the first year of the capital program. Projects beyond the current year Capital Budget should not be viewed as a commitment to fund the project, but instead as an indication that given the information available at the time, the City plans to move forward with the project in the future.

Planning for Capital Facilities

The CFP is the element that makes the rest of the Comprehensive Plan come to life. By funding projects needed to maintain levels of service and for concurrency, the CFP helps shape the quality of life in Olympia. The requirement to fully finance the CFP provides a reality check for the vision of the Comprehensive Plan.

Planning for capital facilities is a complex task. First, it requires an understanding of future needs. Second, it must assess the various types of capital facilities that could be provided, and identify the most effective and efficient array of facilities to support the needed services. Finally, it must address how these facilities will be financed.

Planning what is needed is the first step. Planning how to pay for what is needed is the second step. Only so much can and will be afforded. Securing the most effective array of facilities in light of limited resources and competing demands requires coordination of the planned facilities and their implementation. It also requires a thorough understanding of the fiscal capacity of the City to finance these facilities. Financial planning and implementation of capital facilities cannot be effectively carried out on an annual basis, since oftentimes the financing requires multi-year commitments of fiscal resources. As such, this plan is long-range in its scope.

The CFP assumes receipt of outside granting assistance, and if grants are not received, projects may be delayed or pushed out. The CFP is a planning document, not a budget for expenditures. Prioritization of the projects among programs is difficult; however prioritization between programs is more difficult. Which is more important, parks maintenance or street maintenance? Therefore, the Council established the following general guidelines for prioritizing Capital projects:

- Maintenance or general repair of existing infrastructure
- A legal or statutory requirement
- A continuation of multi-year projects (contractual obligations, etc.)
- Implementation of legislative (Council) goals and objectives

- Ability to leverage outside sources such as grants, mitigation, impact fees, and low interest loans
- An acquisition or development of new facilities

2020-2025 CFP Overview

The capital projects described in this year's 6-year CFP have been planned for years in advance. The CFP is the product of many separate but coordinated planning documents, each focusing on a specific type of facility (drinking water, wastewater, stormwater, parks, etc.). The City's Comprehensive Plan establishes the goals and policies along with projected population growth. Then the various Master Plans are developed to identify the specific need, location, and timing of future projects.

The total cost of the 2020 CFP projects increased 16% over 2019. The 2020 increase is primarily utility projects; Drinking Water, Wastewater and Storm/Surface Water, as well as the addition of the recently passed Home Fund initiative which will increase the City's investment in permanent supportive housing.

The 2020-2025 CFP totals $156,604,404. This is a decrease of approximately (.08%) from the 2019 - 2024 plan. The overall decrease in the 2020-2025 CFP is mainly due removing the ongoing debt service in the total CFP calculations. Because debt service (principle and interest payments) is an operating cost, it is included in the City's Operating Budget. For 2020-2025, this includes debt service of previously funded capital projects; $6 million for Parks and $2.6 for Transportation, respectively.

Parks

The Olympia Metropolitan Park District (OMPD) generates revenue through a property tax for park land acquisition, development, and improvements. In 2020, 2% of the voter-approved utility tax and 1% of non-voted utility tax (on electric, gas and telephone utilities) is also dedicated to park land acquisition. In 2020, this Preliminary CFP anticipates using $860,380 for new land acquisition and $1,000,000 to make the third installment payment for the Yelm Highway Community Park.

The plan also includes funding for projects such as:

- Constructing park improvements at the new Yelm Highway Community Park (estimated Phase 1 completion 2025)
- Updating the Parks, Arts, and Recreation Master Plan
- Constructing a multi-use trail through Grass Lake Nature Park
- Designing a sprayground at Lions Park (estimated completion 2022)
- Funding future repairs at Percival Landing

Transportation

Transportation projects for 2020-2025 improve access and safety for all users of the transportation system. This year's CFP includes construction of street improvements on Legion Way downtown, pedestrian crossing improvements at 5th and Adams, and East Bay and Olympia Avenue, as well as beginning design of bike corridor improvement projects.

The transportation projects needed to serve anticipated new growth are outlined in this year's CFP. The six-year total is $49.5 million for projects including: Fones Road; US 101 / West Olympia, Cain

Road and North Street; Henderson Blvd. and Eskridge Blvd.; and Wiggins Rd and 37th Avenue. Although full funding is not secured, the projects along with the estimates are included so the City can collect impact feels and apply for state and federal grants.

Drinking Water Utilities

In the Drinking Water Utility, significant investments are planned in the future to develop adequate and redundant water sources and maintain water quality in compliance with Federal and State safe drinking water standards. In 2020, an Olympia Brewery Water Engineering Analysis will be completed to develop a new drinking water source in conjunction with Tumwater and Lacey.

Other Drinking Water Utility projects include replacing and rehabilitating aging infrastructure. To ensure essential water supplies in the event of an earthquake, the Elliot, Fir Street and Boulevard Road Reservoirs will be seismically retrofitted.

For each year of this CFP, the Utility plans to replace approximately half a mile of aging water pipe, mostly asbestos concrete and small diameter pipe. Larger pipe replacement projects will include replacing water mains with the reconstruction of Fones Road. The Utility will also begin design of the Eastside Street and Henderson Boulevard Water Main Extensions.

Reclaimed Water Filling Stations will also be installed at convenient locations for contractors to access for use on construction projects. This project will reduce the likelihood of cross connections occurring and increase the use of reclaimed water.

The Drinking Water Utility will also update their comprehensive plan as required by the State. The Water System Plan outlines capital improvements, program efforts, and financial strategies over a 20-year horizon. Projects identified in this plan will inform future CFPs.

Stormwater Utility

The Stormwater Utility is responsible for correcting flooding problems, protecting water quality, and enhancing aquatic habitat. This CFP includes: improving fish passage at Schneider Creek, stabilizing eroding areas along Black Lake Ditch, designing storm ponds at 4th Avenue & Ascension, and rehabilitating several City-owned storm ponds.

Wastewater Utility

To reduce the risk of sewage releases, the Wastewater Utility has projects in three main categories: repair and replacement of aging and damaged pipes, rehabilitation of lift stations, and sewer extension projects to convert existing septic systems to the sanitary sewer.

To improve reliability and reduce the potential for sewage releases, the Wastewater Utility plans to rehabilitate at least one lift station every two years. Rehabilitation brings aging lift stations up to current standards, typically by increasing pumping capacity, providing backup power generators, and providing emergency bypass pumping capabilities. Specific projects include rehabilitating the Miller and Ann, and Old Port lift stations.

The Wastewater Utility also has a program to extend sewer infrastructure to convert customers from individual septic systems to sanitary sewer service. With more than 4,100 septic systems in the Utility's service area, focus is placed on areas with failing septic systems and areas where septic systems pose a risk to surface water or groundwater.

It is an ongoing challenge to provide a full range of utility services at the level our citizens' demand without causing affordability challenges for some customers. We appreciate the citizens who serve on the Utilities Advisory Committee (UAC) and work with us to ensure our rates remain affordable and in balance with the investments needed to deliver quality services.

General Capital Facilities

General government facilities are designed to meet a broad spectrum of needs; including, City-owned buildings, the Americans with Disabilities Act (ADA) Program, Home Fund Capital Projects, Economic Development Projects, and Street Tree Maintenance.

An updated building condition assessment was completed in 2019. Based on this new report, the City's future facility repair and replacement costs are estimated to exceed $5 million per year over the next six years. This Preliminary CFP allocates $1.09 million to address some of the most critical repairs. Savings from the 2019 operating budget will be needed to meet our obligation.

In 2018, voters approved raising the sales tax one tenth of one percent for housing and housing-related services. 65% of the new sales tax revenue is being used to increase housing supply. This CFP provides just over $1 million in funding, through a competitive process, to a non-profit or other qualified applicant. The purpose is to leverage these funds so the applicant can successfully receive county, state, or federal grant dollars to construct affordable housing in our community.

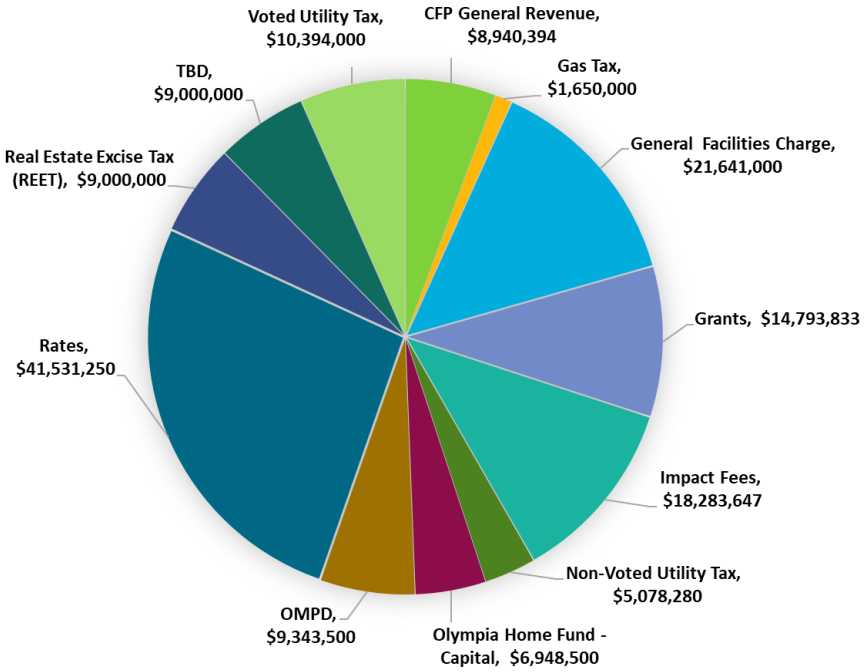
Revenues

The 2020–2025 Preliminary CFP continues to benefit from the new revenues the City is receiving from the Olympia Metropolitan Park District (OMPD) which started in 2017. Parks is planning to invest over $9.3 million of OMPD funds in capital projects over the next six-years. The CFP also calls for the 2% Voted Utility Tax and 1% of the Non-Voted Utility Tax to cover costs of purchasing new park properties, and provide debt service on previously issued bonds. It will also generate funds for future Councils to approve emerging park opportunities.

Olympia's housing market is trending upward. As a result, the 2020 revenue estimate for Real Estate Excise tax is up 6% over 2019 projections. For 2020, REET is projected at $2.12 million. Of that, $1.5 million is being budgeted for capital transportation projects in 2020. Estimates for the 2020 Transportation Benefit District (TBD) revenue, funded through vehicle license tabs, remains similar to 2019 estimates. For 2020, revenue is projected to be approximately $1.7 million. These revenues are essential to support the backlog of necessary street repairs on Olympia's roadways. In November this year, a state-wide initiative (I-976) will ask voters to consider reducing vehicle license tabs to $30 per year. If the initiative passes, it will eliminate this funding source.

In 2015, the City started collecting 6% utility tax on cable TV. The revenue is used to address major maintenance on City-owned Buildings, ADA improvements, and Hazard Trees. In 2016 and 2017, the new tax generated over $1 million annually. However, with viewers now finding more and more alternatives to cable TV, this revenue source began trending downward in 2018. In 2020, cable utility tax is projected at just under $860,000.

2020-2025 CFP Project Funding by Source
$156,604,404 Million



	Year 2020	Years 2021-2025	Total
CFP General Revenue	$1,290,394	$7,650,000	$8,940,394
Gas Tax	$275,000	$1,375,000	$1,650,000
General Facilities Charge	$2,845,000	$18,796,000	$21,641,000
Grants	$991,750	$13,802,083	$14,793,833
Impact Fees	$1,661,600	$16,622,047	$18,283,647
Non-Voted Utility Tax	$846,380	$4,231,900	$5,078,280
Olympia Home Fund - Capital	$1,024,500	$5,924,000	$6,948,500
OMPD	$1,308,500	$8,035,000	$9,343,500
Rates	$11,287,250	$30,244,000	$41,531,250
Real Estate Excise Tax (REET)	$1,500,000	$7,500,000	$9,000,000
TBD	$1,500,000	$7,500,000	$9,000,000
Voted Utility Tax	$1,989,000	$8,405,000	$10,394,000
Total	**$26,519,374**	**$130,085,030**	**$156,604,404**

Revenue Sources Available for the 2020-2025 Planning Period

- **Utility Projects**
  City Drinking Water, Wastewater, Storm and Surface Water, and Waste ReSources utilities are operated like businesses and must be self-sustaining. They do not receive support from the City's General Fund. Utility capital projects are funded through a combination of general facility charges, rates, developer improvements, and revenue bonds. In addition, state and federal grants also play an important role in funding utility projects. There are currently no capital projects planned for the Waste ReSources utility.
- **Non-Utility Projects**
  Parks, Transportation, and General Capital Facilities projects are funded with general revenue, grants, cost sharing with neighboring jurisdictions (on shared projects), local improvement districts (LIDs), Transportation Benefit District fees, developer contributions, impact fees, the Real Estate Excise Tax (REET) (0.5%), and the Utility Tax. The City is at the statutory limit (6%) for utility taxes, which may be imposed by the Council without a public vote. Of that 6%, currently, 1% goes directly to the Capital Facilities Plan for general plan support. Another 0.5% goes to the General Fund for park maintenance on capital projects. In addition, in September 2004, the voters approved a 3% increase in the Utility Tax above the 6% limit, bringing the total Utility Tax assessed to 9%. Of the 3% voter approved increase, 2% is for Parks and 1% for Pathways/Sidewalks.

6% Non-Voted Utility Tax	3% Voter Approved Utility Tax
4.5% General Fund	2.0% Parks
0.5% Parks and Maintenance	1.0% Sidewalks
1.0% Capital Facilities	

Voter-Approved Debt

State law limits bonded debt to 2.5% of Assessed Value (AV) of taxable property. The amount of non-voted plus voter-approved may not exceed the 2.5% of assessed value limit.

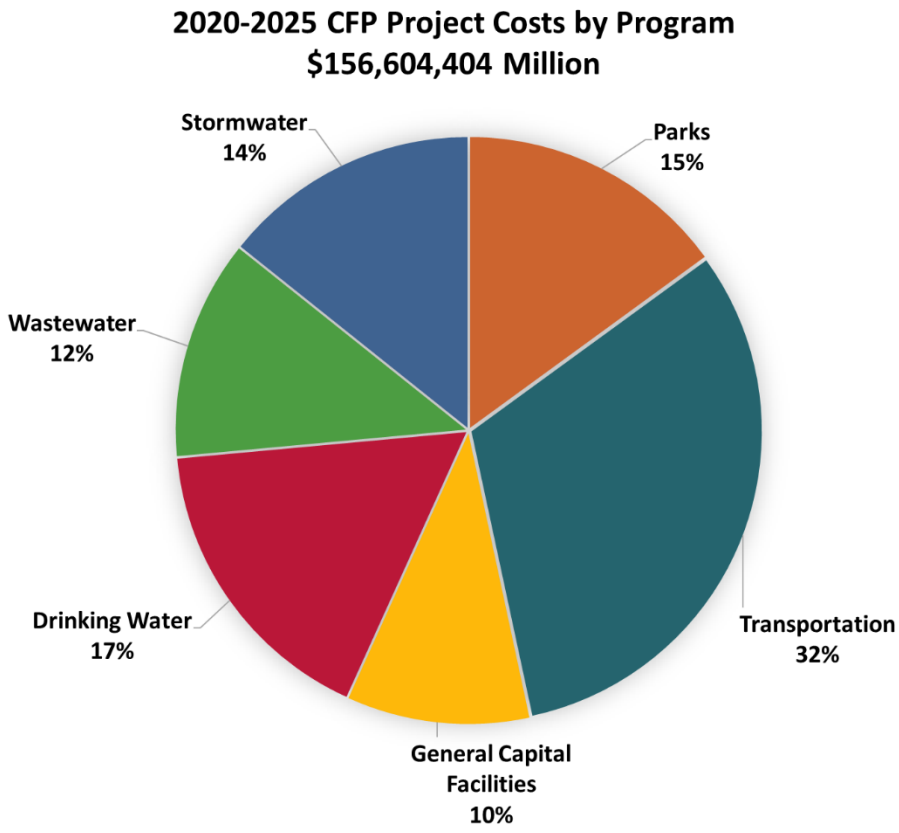
The City has a total of $357 million in capacity for voter-approved bonds (paid back through an excess property tax levy). This is comprised of $178.7 million in General Purpose capacity and $178.7 million in Open Space, Park & Capital Facilities capacity. A total of $298.2 million remains available; $119.5 million and $178.7 million, respectively. The City's General Purpose available voted debt capacity would be reduce by any new issued non-voted debt capacity.

Non-Voted Debt

As of August 1, 2019 the City has $107.2 million in non-voted general obligation bonding capacity (councilmanic) and presently has $58.4 million of that amount uncommitted and available to use to finance projects. The City Council deliberates carefully before authorizing this method of financing as the City's existing operating revenues must be used for repayment.

Capital Costs of Proposed Projects in the 2020-2025 Financial Plan

Capital project costs for the City's 2020 - 2025 six-year capital facilities planning period total $156,604,404. The chart below illustrates the percentage of the plan's six-year capital costs attributed to each program category. The table that follows illustrates planned capital costs by program category and the planned year of expenditure.



	Year 2020	Years 2021-2025	Total	Total %	2020%
Parks	$4,175,880	$19,296,900	$23,472,780	15%	16%
Transportation	$5,054,600	$44,501,130	$49,555,730	32%	19%
Gen. Capital Facilities	$2,314,894	$13,574,000	$15,888,894	10%	9%
Drinking Water	$7,773,000	$18,480,000	$26,253,000	17%	29%
Wastewater	$4,448,000	$14,613,000	$19,061,000	12%	17%
Stormwater	$2,753,000	$19,620,000	$22,373,000	14%	10%
Total	$26,519,374	$130,085,030	$156,604,404	100%	100%

Readers Guide

Executive Summary

Provides a summary of project costs and funding sources included in the 2019-2024 six-year planning window.

Introductions Section

Overview of the Capital Facilities Planning

Defines the purpose of the CFP, statutory requirements, and methodologies used to develop the CFP in its entirety.

Comprehensive Plan Goals and Policies

Identify the policy direction for how capital facilities will be provided in the City at adopted LOS standards and for projected growth.

Frequently asked questions

Designed to answer the most commonly asked questions about the Capital Facilities Plan, as well as assist the reader in better understanding elements of the Plan.

Financial Section

Long Term Financial Strategies

Key financial principles the City uses when making financial decisions.

Funding Sources/Dedicated Revenues

Identifies the revenue sources used by the City to finance capital projects. Charted trends on collection of impact fees, Real Estate Excise Taxes and Utility Taxes are provided in this section.

Debt Limitations

Explains the amount of money the City of Olympia can legally borrow. This is important because some capital projects are financed with debt resources.

Project Funding Summary

Explains the amount of money the City of Olympia can legally borrow. This is important because some capital projects are financed with debt resources.

Project Section

New and Completed Projects

Provides a brief description of all new capital projects and the expected end result of the project. This provides the Council and citizens a way to see how their money is being spent.

Program Sections

These seven sections include the specific projects proposed for the 2020-2025 six-year financial plan. All sections include:

- Introductory Narrative
- Individual Program Information
- Program financial summary table summarizing proposed costs
- Funding sources
- Future operation and maintenance costs

Parks, Arts and Recreation

Transportation

Transportation with Impacts Fee

General Capital Facilities

Drinking Water

Wastewater

Storm and Surface Water

Miscellaneous Reports

Financial Status Reports for all active CFP projects

Those currently listed in the CFP and those no longer requiring additional funding.

Schedule of collection and usage of impact fees

Public facilities inventory

Glossary

Glossary of terms

Acronyms

Olympia School District CFP

The Olympia School District CFP is included in this document because the City charges and collects impact fees on their behalf. Once collected, fee are forwarded onto the District. Any questions regarding their projects or their impact fees should be directed to the Olympia School District.

An Overview of Capital Facilities Planning

In 2016, the Council accepted the City's first Action Plan. The Action Plan is organized into five focus areas: Community, Health, and Safety; Downtown; Economy; Environment; and Neighborhoods. Each focus area includes strategies and actions to achieve the desired outcomes in the 20-year Comprehensive Plan vision and indicators for tracking and reporting on progress towards that vision.

What Are Capital Facilities and Why Do We Need to Plan for Them?

Capital facilities are all around us. They are the public facilities we all use on a daily basis – streets, parks, public buildings like the Timberland Regional Library and Olympia Center. They also include our public water systems that bring us pure drinking water, and the sanitary sewer systems that collect our wastewater for treatment and safe disposal. Even if you don't live in the City, you use capital facilities every time you drive, eat, shop, work, or play here. While a CFP does not cover day-to-day maintenance, it does include major renovation and repair projects when our public facilities are damaged or deteriorated to the point that they need to be rebuilt.

The planning period of the CFP is twenty years, the first six years are known as the 6-Year Financial Plan. Expenditures proposed for the first year of the program are incorporated into the Annual Budget as the Capital Budget (adopted in December of each year).

One of the most important aspects of the CFP process is that it is continually reviewed, evaluated and updated. New information and evolving priorities require continual review. Each time the review is carried out, it must be done comprehensively and through a public process.

All of these facilities are planned for years in advance to assure they are available and adequate to serve our community. This type of planning involves determining when and where facilities will be needed, how much they will cost, and how they will be paid for. It is important to note that the CFP is a planning document. It includes timeline estimates based on changing dynamics related to growth projections, project schedules, or other assumptions.

To help identify which projects are needed, when, and where, the City adopts master plans for the four utilities and Parks, Arts, and Recreation. The master plans provide more detail about the types of facilities needed. The projects listed in these master plans are prioritized. Ideally the timeframe, location, and project cost estimates are provided. Projects identified in the master plans inform the CFP six-year financial plan for capital investments.

- Parks, Arts and Recreation Plan
- Storm and Surface Water Plan
- Transportation Master Plan (under development)
- Waste ReSources Management Plan
- Wastewater Management Plan
- Water System Plan

These master plans are informed by the Comprehensive Plan in several meaningful ways. For example, the Comprehensive Plan identifies the projected population growth anticipated and the Future Land Use Map shows where certain land uses will be located over time. Additionally, level of service standards are adopted and those define the quality of services the community expects the City to provide.

The State Growth Management Act (GMA) and Its Effect on the Capital Facilities Planning Process

The GMA requires that comprehensive plans guide growth and development so they are consistent with the 13 State planning goals, plus a shoreline goal. These goals must be balanced locally.

The GMA requires that Olympia and most other jurisdictions write, adopt, and implement local comprehensive plans that guide development activity within their jurisdictions and associated Urban Growth Areas (UGA) over the next 20 years.

Each jurisdiction is required to coordinate its comprehensive plan with the plans of neighboring jurisdictions, and unincorporated areas located within designated Urban Growth Areas (UGAs) must be planned through a joint process involving both the City and the County.

Consistency with the Remainder of Olympia's Comprehensive Plan

All chapters within the Comprehensive Plan must be "internally consistent", meaning all of the chapters must be consistent and support each other. When it comes to the CFP, it must show how the City will provide the capital facilities needed to implement the city's vision for the future at the adopted levels of service. The consistency requirement extends to the capital budget, which means the city must budget to build the needed capital facilities.

Concurrency and Levels-of-Service Requirements

The Growth Management Act requires jurisdictions to have capital facilities in place and readily available when new development occurs or as service area population grows. This concept is known as concurrency. Specifically, this means that:

- All public facilities necessary to serve new development and/or a growing service area population must be in place when it is needed. If not, a financial commitment must be made to provide the facilities within six years of the time they are needed; and
- There must be enough facilities to serve the population and/or new development. The facilities must meet an estimated minimum standard. These standards are set at the local level and they are referred to as "Levels of Service."

Levels-of-service is how you measure capacity. For example: acres of park land per capita, vehicle capacity of intersections, or water pressure per square inch. Local standards are influenced by citizen input, City Council and Planning Commission recommendations, national standards, federal and state mandates, and the standards of neighboring jurisdictions.

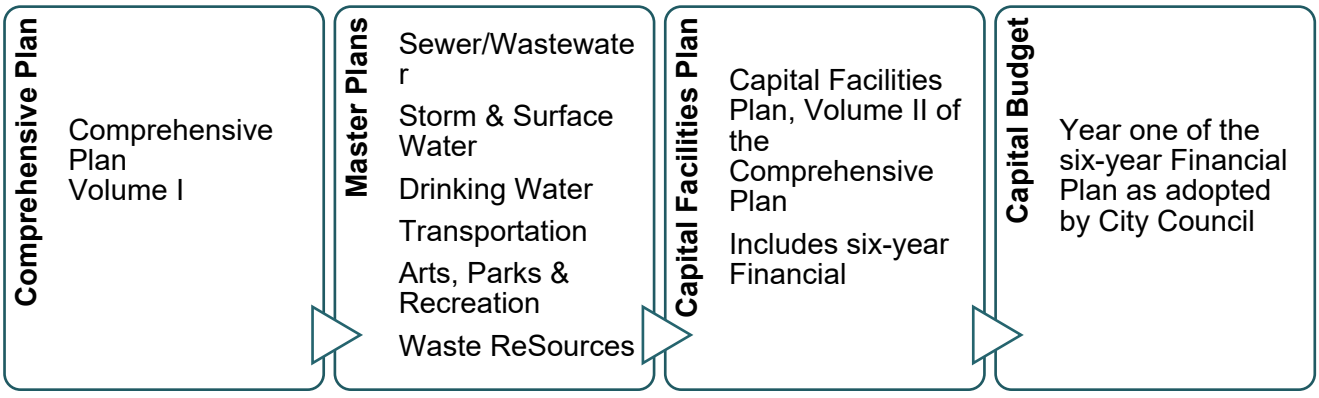
If a jurisdiction is unable to provide or finance capital facilities that meet the minimum level-of-service requirements, it must either: (a) adopt and enforce ordinances which prohibit approval of proposed development if the development, or (b) lower established standards for levels of service. Transportation facilities are reviewed a little bit differently than other public facilities. The GMA requires that transportation improvements or strategies to address the impacts of proposed development projects need to be made concurrently with land development. "Concurrent with the development" is defined by the GMA to mean that any needed "improvements or strategies are in place at the time of development, or that a financial commitment is in place to complete the improvements or strategies within six years."

Jurisdictions may include concurrency requirements for other types of facilities besides transportation if it is identified in the Comprehensive Plan and currency ordinances are adopted for those facilities. Otherwise, the City is required to reassess its level of service standards at least every eight years during the periodic update of the Comprehensive Plan.

Determining Where, When, and How Capital Facilities Will Be Built

In planning for future capital facilities, several factors are considered. Many are unique to the type of facility being planned. The process used to determine the location of a new park is very different than the process to locate a new sewer line. This capital facilities plan is the product of many separate but coordinated planning documents, each focusing on a specific type of facility. Future sewer requirements are addressed via a sewer plan, parks facilities through a parks and recreation plan, urban trail facilities through an urban trails plan, etc. Related plans can also be regional in nature, such as the Regional Urban Trails Plan, Regional Transportation Plan, Sustainable Thurston, and the Regional Climate Mitigation Plan (under development).

Some capital facilities projects are not included in the Comprehensive Plan because they do not fall into one of the standard growth management chapters. Nonetheless, many of the projects are vital to the quality of life in Olympia. The Farmers Market and City Hall are examples of this. In addition, recommendations from the public, advisory boards, and the Olympia Planning Commission are considered when determining types and locations of projects. Illustration 2.2 shows how the City's Comprehensive Plan directly impacts the other plans, and ultimately the CFP. The various elements of the Comprehensive Plan affect the type and capacities of capital facilities required.



How Citizens Can Get Involved in the Capital Facilities Plan

The City of Olympia strives to create a CFP which truly responds to the needs of our community. The City encourages citizens, community groups, businesses, and other stakeholders to work with staff and the Olympia Planning Commission to merge their suggestions into the various Master Plans. Projects and policies are continually monitored and modified in the long-term plans, like the Comprehensive Plan or the Master Plans. These updates usually include a public process with input from associated City boards and commissions. See the Capital Facilities Plan Calendar of Events on our website for public hearing dates.

Population Forecasts for Olympia's Urban Growth Area (UGA)

Comprehensive Plans and CFPs must address projected population growth within a jurisdiction's UGA. The Thurston Regional Planning Council (TRPC) anticipates Olympia will grow roughly 25 percent between 2015 and 2035, or from a 51,020 to 68,460 persons. The fastest growing parts of the City will continue to be the West and Southeast areas.

Joint Projects and Projects by Other Jurisdictions

Several of the projects listed within this document will be coordinated with other jurisdictions or agencies. A stormwater project, for instance, may address a drainage problem that ignores City or UGA boundaries. A transportation project may involve upgrading a roadway that crosses the City Limits. On these type of projects, joint planning and financing arrangements are made and detailed on the individual project's worksheet.

For example, Thurston County has several "county only" parks or transportation projects planned within Olympia's unincorporated UGA. Under the joint planning agreement established between the City and Thurston County, initial financing and construction of these projects falls under County coordination. For more detail, please refer to the Thurston County CFP.

Capital Facilities Not Provided by the City

The GMA also requires that jurisdictions plan for and coordinate with other entities, such as schools, solid waste providers, and regional wastewater treatment. These facilities are planned for and provided throughout the UGA by the various school districts, the Thurston County Department of Solid Waste, and the LOTT Alliance.

The City of Olympia charges school impact fees on behalf of the Olympia School District. The District's CFP is included at the end of this document. The LOTT Wastewater Alliance functions as a regional agency providing wholesale wastewater resource treatment and management services in the public's interest. Therefore, the LOTT Alliance capital facilities are not included in this document.

What is Not Included in This CFP Document?

This Capital Facilities Plan does not include information on previously funded capital projects that are still in progress. If the project is currently active and requires additional funding in the future, it is included in this plan.

Routine maintenance operations are included in the City's operating budget. When new or upgraded facilities are planned, it is important to consider the impact the facilities will have to the operating budget. For example, developing a new park will require construction of improvements such as sidewalks, access and parking, lighting, restrooms, play equipment, and fields and lawn areas, which are funded through the capital budget. The new park will also require on-going maintenance and other expenses like lawn mowing, utility expenses, and minor repairs. These type of expenses are funded through the operating budget.

Limitation of Funding Sources

Capital facilities require substantial financial investments. It is important to note that most of the funding sources can only be used on specific types of projects. For example, monies from the water utility cannot be used to build new play equipment in a City park.

Planning Cycles

The City is required to update its Comprehensive Plan at least every eight years. Several of the Master Plans are required to be updated on differing cycles. Balancing these rotating schedules can be challenging. As each plan is updated, it is reviewed for consistency with the other plans, to ensure the city is working to provide the facilities needed to implement the Comprehensive Plan at the adopted levels of service standards.

The bottom line is that the City is working to ensure the capital facilities our community depends on are planned and provided for, understands how much these will cost, and has identified how they will be financed.

Key Terms

Capital Facilities Plan (CFP)

A 20-year plan to implement the comprehensive plan vision, showing how the city will provide urban governmental services at adopted levels of service standards for the existing and projected population growth in the City and Urban Growth Area. It includes projected timing, location, costs, and funding sources for capital projects. The CFP identifies which capital facilities are necessary to support development/growth. Projects in the CFP are directly related to the applicable master plan or functional plans, such as the Parks, Arts and Recreation Plan, the Storm and Surface Water Plan, and other similar plans. The CFP is an element of the Comprehensive Plan, which is required to be internally consistent with the other chapters of the plan and the City budget.

Six-year Financial Plan

A six-year financially constrained plan of identified projects, anticipated costs, and proposed funding sources that is part of the Capital Facilities Plan.

Capital Improvement

A project to create, expand or modify a capital facility. The project may include design, permitting, environmental analysis, land acquisition, construction, landscaping, site improvements, initial furnishings, and equipment.

Capital Budget

The approved annual budget for capital facilities, as adopted by the City Council. The Capital Budget is "Year one" of the Capital Investment Strategy.

Capital Facilities

A structure, improvement, piece of equipment or other major asset such as land that has a useful life of at least five years. Capital facilities are provided by or for public purposes and services including, but not limited to, the following:

- Bikeway and Disability Access Ramps
- Detention Facilities
- Drinking Water
- Fire and Rescue
- Government Offices
- Law Enforcement
- Libraries
- Open Space
- Parks (Neighborhood and Community)
- Public Health
- Recreational Facilities
- Roads
- Sanitary Sewer
- Sidewalks
- Solid Waste Collection and Disposal
- Stormwater Facilities
- Street Lighting Systems
- Traffic Signals

Additional terms are defined in the Glossary.

CFP Comprehensive Plan Goals and Policies

The CFP is a required element of our 20-year Comprehensive Plan. The following are long-term goals and policies to guide the CFP:

- **Goal 1**
  The Capital Facilities Plan provides the public facilities needed to promote orderly compact urban growth, protect investments, maximize use of existing facilities, encourage economic development and redevelopment, promote private investment, increase public wellbeing and safety, and implement the Comprehensive Plan.

  → **Policy 1.1**
  Annually review, update and amend a six-year Capital Facilities Plan that:

  a. Is subject to annual review and adoption, respectively, by the Planning Commission and City Council.
  b. Is consistent with the Comprehensive Plan, master plans and adopted investment strategies.
  c. Defines the scope and location of capital projects or equipment.
  d. States why each project is needed and its relationship to established levels of service.
  e. Includes project construction costs, timing, funding sources, and projected operations and maintenance impacts.
  f. Serves as the City's plan for capital project development.
  g. Includes an inventory of existing capital facilities and a forecast of capital facility needs.
  h. Monitors the progress of capital facilities planning with respect to rates of growth, development trends, changing priorities, and budget and financial considerations.
  i. Considers needs and priorities beyond the six-year time horizon.
  j. Is coordinated with Thurston County and the Olympia School District if school impact fees are being charged.

  → **Policy 1.2**
  Encourage active citizen participation throughout the process of developing and adopting the Capital Facilities Plan. Provide the public with adequate time to review and respond to the Plan and related proposals.

  → **Policy 1.3**
  Support joint development and use of facilities such as parks and museums, and protection of shared resources such as critical areas and open space.

  → **Policy 1.4**
  Coordinate with other capital facilities service providers to keep each other current, maximize cost savings, and schedule and upgrade facilities efficiently.

→ **Policy 1.5**
Evaluate and prioritize proposed capital improvement projects using the following long- term financial strategy principles and guidelines:

a. Do projects well or not at all.
b. Focus programs on Olympia residents and businesses.
c. Preserve and maintain physical infrastructure.
d. Use an asset management approach to the City's real estate holdings.
e. Use unexpected one-time revenues for one-time costs or reserves.
f. Pursue innovative approaches.
g. Maintain capacity to respond to emerging community needs.
h. Address unfunded mandates.
i. Selectively recover costs.
j. Recognize the connection between the operating and capital budgets.
k. Utilize partnerships wherever possible.
l. Stay faithful to City goals over the long run.
m. Think long-term.

→ **Policy 1.6**
Ensure that capital improvement projects are:

a. Financially feasible.
b. Consistent with planned growth patterns provided in the Comprehensive Plan.
c. Consistent with State and Federal law.
d. Compatible with plans of state agencies.
e. Sustainable within the operating budget.

→ **Policy 1.7**
Give priority consideration to projects that:

a. Are required to meet State or Federal law.
b. Implement the Comprehensive Plan.
c. Are needed to meet concurrency requirements for growth management.
d. Are already initiated and to be completed in subsequent phases.
e. Renovate existing facilities to remove deficiencies or allow their full use, preserve the community's prior investment or reduce maintenance and operating costs.
f. Replace worn-out or obsolete facilities.
g. Promote social, economic, and environmental revitalization of commercial, industrial, and residential areas in Olympia and its Growth Area.
h. Are substantially funded through grants or other outside funding.
i. Address public hazards.

→ **Policy 1.8**
Adopt each update of this Capital Facilities Plan as part of the Comprehensive Plan.

→ **Policy 1.9**
Adopt by reference updates of the Olympia School District Capital Facilities Plan as part of this Capital Facilities element. Identify and recommend to the District that it revise any elements of the School District's plan that are inconsistent with the Comprehensive Plan.

→ **Policy 1.10**
Monitor the progress of the Capital Facilities Plan on an ongoing basis.

→ **Policy 1.11**
Recognize the year in which a project is carried out, or the exact amounts of expenditures by year for individual facilities, may vary from that stated in the Capital Facilities Plan due to:

a. Unanticipated revenues or revenues that become available to the City with conditions about when they may be used.
b. Change in the timing of a facility to serve new development that occurs in an earlier or later year than had been anticipated in the Capital Facilities Plan.
c. The nature of the Capital Facilities Plan as a multi-year planning document. The first year or years of the Plan are consistent with the budget adopted for that financial period. Projections for remaining years in the Plan may be changed before being adopted into a future budget.

- **Goal 2**
As urbanization occurs, the capital facilities needed to direct and serve future development and redevelopment are provided for Olympia and its Urban Growth Area.

→ **Policy 2.1**
Provide the capital facilities needed to adequately serve the future growth anticipated by the Comprehensive Plan, within projected funding capabilities.

→ **Policy 2.2**
Plan and coordinate the location of public facilities and utilities to accommodate growth in advance of need, and in accordance with the following standards:

a. Coordinate urban services, planning, and standards by identifying, in advance of development, sites for schools, parks, fire and police stations, major stormwater facilities, greenbelts, and open space consistent with goals and policies promoting compact growth in the Comprehensive Plan. Acquire sites for these facilities in a timely manner and as early as possible in the overall development of the area.
b. Assure adequate capacity in al modes of transportation, public and private utilities, municipal services, parks, and schools.
c. Protect groundwater from contamination and maintain groundwater in adequate supply by identifying and reserving future supplies well in advance of need.

→ **Policy 2.3**
Use the type, location, and phasing of public facilities and utilities to direct urban development and redevelopment consistent with the Comprehensive Plan. Consider the level of key facilities that can be provided when planning for various densities and types of urban land use.

→ **Policy 2.4**
Ensure adequate levels of public facilities and services are provided prior to or concurrent with land development within the Olympia Urban Growth Area.

→ **Policy 2.5**
When planning for public facilities, consider expected future economic activity.

→ **Policy 2.6**
Maintain a process for identifying and siting essential public facilities consistent with state law and County wide Planning Policies.

- **Goal 3**
The City prudently manages its fiscal resources to provide needed capital facilities.

→ **Policy 3.1**
Ensure a balanced approach to allocating financial resources among: (1) maintaining existing facilities, (2) eliminating existing capital facility deficiencies, and (3) providing new or expanding facilities to serve development and encourage redevelopment.

→ **Policy 3.2**
Use the Capital Facilities Plan to integrate all of the community's capital project resources (grants, bonds, city funds, donations, impact fees, and any other available funding).

→ **Policy 3.3**
Allow developers who install infrastructure with excess capacity to use latecomers agreements wherever reasonable.

→ **Policy 3.4**
Pursue funding strategies that derive revenues from growth that can be used to provide capital facilities to serve that growth. These strategies include, but are not limited to:

a. Collecting impact fees for transportation, parks and open space, and schools.
b. Allocating sewer and water connection fees primarily to capital improvements related to urban expansion.
c. Developing and implementing other appropriate funding mechanisms to ensure new development's fair share contribution to public facilities.

→ **Policy 3.5**
Assess the additional operations and maintenance costs associated with acquisition or development of new capital facilities. If accommodating these costs places a financial burden on the operating budget, consider adjusting the capital plans.

→ **Policy 3.6**
Achieve more efficient use of capital funds through joint use of facilities and services by utilizing measures such as inter-local agreements, regional authorities, and negotiated use of privately and publicly owned land.

→ **Policy 3.7**
Consider potential new revenue sources for funding capital facilities, such as:

a. Growth-induced tax revenues.
b. Additional voter-approved revenue.
c. Regional tax base sharing.
d. Regional cost sharing for urban infrastructure.
e. County wide bonds.
f. Local Improvement Districts.

→ **Policy 3.8**
Choose among the following available contingency strategies should the City be faced with capital facility funding shortfalls:

a. Increase general revenues, rates, or user fees; change funding source(s).
b. Decrease level of service standards in the Comprehensive Plan and reprioritize projects to focus on those related to concurrency.
c. Change project scope to decrease the cost of selected facilities or delay construction.
d. Decrease the demand for the public services or facilities by placing a moratorium on development, developing only in served areas until funding is available, or changing project timing and/or phasing.
e. Encourage private funding of needed capital project; develop partnerships with Lacey, Tumwater and Thurston County (the metropolitan service area approach to services, facilities or funding); coordinate regional funding efforts; privatize services; mitigate under the State Environmental Protection Act (SEPA); issue long-term debt (bonds); use Local Improvement Districts (LID's); or sell unneeded City-owned assets.

→ **Policy 3.9**
Secure grants or private funds, when available, to finance capital facility projects when consistent with the Comprehensive Plan.

→ **Policy 3.10**
Reassess the Land Use Element of the Comprehensive Plan if probable funding for capital facilities falls short of needs.

- **Goal 4**
  Public facilities constructed in Olympia and its Growth Area meet appropriate safety, construction, durability and sustainability standards.

  → **Policy 4.1**
  Adhere to Olympia's Engineering Development and Design Standards when constructing utility and transportation related facilities.

  → **Policy 4.2**
  Regularly update the Engineering Development and Design Standards.

  → **Policy 4.3**
  Ensure that the Engineering Development and Design Standards are consistent with the Comprehensive Plan.

  → **Policy 4.4**
  Apply value engineering approaches on major projects in order to efficiently use resources and meet community needs.

Frequently Asked Questions

What is a Capital project?

A structure, improvement, piece of equipment, or other major asset, including land, that has a useful life of at least five years. Examples of capital projects include public streets, City parks and recreation facilities, public buildings such as libraries, fire stations and, community centers, public water systems and sanitary sewer systems. While capital projects do not cover day-to-day maintenance, it can include major repairs or reconstruction like a roof repair on a City-owned building.

There are a lot of projects in the CFP. How does the City decide which projects are a priority?

The projects in the CFP are identified because they meet the goals of the 20-year Comprehensive Plan and are reflected in the applicable master plan. The City uses several criteria to prioritize, including:

- Public health and safety
- Regulatory requirements
- Available funding, including State and Federal grants
- Council and Community priorities
- Public health and safety

It seems likely that a capital project may affect future operating budgets. Does this have an impact on whether or not a project will be approved and funded?

Yes. It is important that on-going maintenance needs are considered for capital improvements, as these annual expenses impact the City's operating budget.

Can money from the various funds be used on any capital facility?

No. Certain funding sources have restrictions on how they can be used. For example, revenue collected from the Olympia Metropolitan Park Fund can only be used to fund Park projects.

What is the Utility Tax and what projects does it fund?

The City Council has authority to approve, without voter approval, up to a 6% utility tax on private utilities. Five percent of the utility tax collected goes to the General Fund Operating Budget and 1% goes to fund Capital Projects.

In addition, in 2004 the City presented Olympia residents with a ballot measure to raise the utility tax to from 6% to 9%. This Voted Utility Tax was approved and provides an additional 2% funding for Parks and 1% funding for Transportation to fund pathways and sidewalks.

Once a project has been approved and funded, can any part of the money be used for another project?

Yes. The City Council can, by simple majority, vote to appropriate funds to a different project. However, they are limited by the funding source and any restrictions. For example, utility funds cannot be used to build park improvement projects. In most cases, this happens when the City needs money to match a State or Federal grant. Leveraging State and Federal grants helps the City implement more capital projects for the community.

If a project was identified in the CFP and funded, will it continue to be listed until the project is completed?

It depends. If the project is in-progress and fully funded, it won't be listed in future CFPs. If the project is in progress and continues to need funding, it will be listed. For example, some projects require funding for design. Once the design is funded and complete, the project continues to be in the CFP because money is needed for construction.

Individual project financial information seems to indicate that a specific dollar amount can be expected to be spent on the project over the next six years. Is this a correct interpretation?

No. The planning period for a CFP project is 20 years. Only expenditures and revenues proposed for the first year of the program are incorporated into the Annual Capital Budget (adopted in December of each year). It is important to note that the CFP is a planning document that includes timeline estimates based on changing dynamics related to growth projections, project schedules, new information, evolving priorities, or other assumptions. The Capital Facilities Plan is reviewed and amended annually to verify the availability of fiscal resources. Therefore, project cost estimates and timelines may change.

What happens if a project does not receive the anticipated funding over the next six years?

To address a funding shortfall, the City may delay the project, re-scope or phase the project to help reduce the cost, lower the adopted level of service standards, or reassess the land use element of the Comprehensive Plan. Such decisions are made in a public process.

Are all projects in the listed in CFP completed within six years?

No. The Capital Facilities Plan is financial plan. The City uses it to verify that resources are available to build the facilities needed to achieve our 20-year comprehensive plan vision. Capital facilities fluctuate based on population growth, existing deficiencies, major facility maintenance and repair needs, internal operations, and Council and Community priorities. The plan is reviewed and updated annually.

What is the difference between State Environmental Policy Act (SEPA) mitigation fees and Olympia impact fees?

SEPA mitigation fees may be required for new, major developments to cover their direct impact on the natural or built environment. The specific impacts are identified in an environmental analysis completed for the project. Transportation and parks SEPA mitigation fees for developments proposed within the Urban Growth Area are the most common sources. These fees are collected from specific development projects in or outside of the City that are likely to have an impact on facilities in the City of Olympia, and the funds can only be spent on the identified projects need to address impacts from the project.

Olympia's impact fees are charged to new development only within the City limits. The City is able to spend these fees on "system improvements" for transportation or park projects. System improvements can include physical or operational changes to existing streets, as well as new street connections that are built in one location to benefit projected needs at another location. Funds collected can only be used for projects that are specifically identified as part of the impact fee calculation. Olympia does collect impact fees on behalf of the Olympia School District based on the District's Capital Facilities Plan and forwards the fees onto the District.

Can the City collect impact fees in the Urban Growth Area?

No, the City of Olympia may not collect impact fees for projects in the Urban Growth Area.

When Olympia annexes an area where the County has a County-funded project underway, does the City assume responsibility for the project and associated project costs?

When an annexation includes capital projects that will add to Olympia's asset base, the City may negotiate related project costs as part of an Interlocal agreement between the City and the County.

Calendar of Events

Event	Month
Propose CFP Projects due from departments	May
Present Preliminary CFP to Council	August 13
Planning Commission Public Hearing on Preliminary CFP (City and School District)	September 16
City Council Public Hearing and Discussion on Preliminary CFP	October 29
First Reading on Capital Budget	December 10
Second and Final Reading of Operating and Capital Budgets	December 17

Annual Capital Facilities Plan/Capital Budget Development and Review Process

Project Steps	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Prioritize CFP Projects based on Master Plans												
Estimate Revenues by Funding Source												
Advisory Committees Review Projects												
Distribute Preliminary CFP and 6 Year Financial Plan												
Public Involvement and Communication												
City Council Adopts CFP 6-year Financial Plan & Capital Budget												
Public Involvement and Communication	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
City Internet												
Public Hearing												
Media Release												
Public Meeting												
Stakeholders	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
City Council												
City Council Finance Committee												
Planning Commission												
Utility Advisory Committee												
Bicycle and Pedestrian Advisory Committee												
Parks and Recreation Advisory Committee												
Media												

Long Term Financial Strategy

The Long Term Financial Strategy is an approach to sustaining high quality services, setting priorities and making them happen. The purpose of the Long-term Financial Strategy is to look forward five to six years and provide guidance to the annual budget process.

Key Financial Principals

Make Trade-Offs

Do not initiate major new services without either:

- Ensuring that revenue to pay for the service can be sustained over time, or
- Making trade-offs of existing services.

Do It Well

If the City cannot deliver a service well, the service will not be provided at all.

Focus Programs on Olympia Residents and Businesses

However, do not exclude others from participating in these programs as well.

Preserve Physical Infrastructure

Give priority to maintaining existing infrastructure.

Use Unexpected One-Time Revenues for One-Time Costs or Reserves

One-time revenues or revenues above projections will be used strategically to fund prioritized capital projects. The City will also consider additional costs such as increased operations and maintenance.

Invest in Employees

The City will invest in employees and provide resources to maximize their productivity.

Pursue Innovative Approaches to Service Delivery

Continue to implement operational efficiencies and cost saving measures in achieving community values. Pursue partnerships and cost sharing strategies with others.

Contract In/Contract Out

Consider alternative service delivery to maximize efficiency and effectiveness.

Maintain Capacity to Respond to Emerging Community Needs

Pursue Entrepreneurial Initiatives

Address Unfunded Liabilities

Selectively Recover Costs

On a selective basis, have those who use a service pay the full cost.

Recognize the Connection Between the Operating Budget and the Capital Budget

Continuous Improvement

At All Times, Maximize Efficiencies While Achieving Community Values

Involve Citizens in Financial Decisions

Update the Long Term Financial Strategy Annually

Guidelines

What Should the City Do Every Year, whether the Financial Forecast is Positive or Negative?

- Increase operating cost recovery (user fees)
- Pursue cost sharing

What Should the City Do in the Following Year's Budget When the Financial Forecast is Positive?

- Assess the situation
- Maintain adequate reserves (10% General Fund)
- Use one-time revenues only for one-time expenses
- Use recurring revenues for recurring costs or for one-time expenses
- Stay faithful to City goals over the long run
- Think carefully when considering revenue cuts
- Think long-term

What Should the City Do in the Following Year's Budget When the Financial Forecast is Negative?

- Assess the situation

- Use reserves sparingly
- Reduce services
- Continue to think carefully when considering tax increases

What Should the Council Consider Before Increasing Taxes?

- Will the increase result in programs or services that will have a quantifiable public benefit?
- Is the tax source related and connected to the services that are to be supported by the new revenue?
- Is the increase fully justifiable in terms of need?
- Has every effort to educate citizens about the tax been taken in advance of the increase?
- Are the services that are intended to be supported by the new revenue supportable into the foreseeable future?

What Should the Council Consider Before Asking Residents to Increase Taxes?

- Have efforts to educate residents about the tax been made?
- Has there been ample time for residents to debate and discuss the issue?
- Has the council taken the time to listen to residents' concerns?
- Do our residents understand what the results will be following implementation of the new tax?

Debt Limitations

Olympia issues debt only to provide financing for essential and necessary capital projects. Through debt planning and the Capital Facilities Plan, the City integrates its capital projects. The services that the City determines necessary to its residents and visitors form the basis for all capital projects.

The goal of Olympia's debt policy is to maintain the ability to provide high quality essential City services in a cost effective manner. Councilmembers weigh this goal against maintaining the ability to borrow at the lowest possible rates. The City uses the following guidelines before financing projects with long-term debt:

- Management staff and elected officials conservatively project the revenue sources to pay off the debt.
- The term of the debt will not exceed the useful life of the project.
- The benefits of the improvement must outweigh its costs, including the interest costs of financing.

State law limits bonded debt to 2.5% of assessed value of taxable property. Of this limit, up to 1.5% of assessed value of taxable property may be non-voter approved debt (councilmanic bonds). **However, the amount of non-voted, plus voter-approved, may not exceed the 2.5% of assessed value limit.**

	January 1, 2019
Taxable Assessed Value as of January 1, 2019	**$ 7,147,962,073**
General Indebtedness **without** a Vote of the People:	
Legal Limit, 1.5% of Property Value:	$107,219,431
G.O. Bond Liabilities	($48,770,000)
Remaining Non-Voted Debt Capacity	**$58,449,431**

General Indebtedness **with** a Vote of the People:	
Legal Limit, 2.5% of Property Value:	$ 178,699,052
Outstanding Voted Debt	($10,400,000)
Outstanding Non-voted Debt	($58,449,431)
Remaining Voted Debt Capacity	**$ 119,529,052**

In addition to the above limits, the City has debt authority with a vote of the people of 2.5% each for parks and utility purposes. Olympia has not accessed this authority.

Funding Sources

In an attempt to stretch the money as far as it will go, the CFP incorporates many different funding sources. Those sources may include current revenues, bonds backed by taxes or utility revenues, state and federal grants, special assessments on benefiting properties, as well as donations. A complete list of funding sources for the 2020-2025 is:

CFP Funding Sources

Current Revenue

- Wastewater Rates
- Drinking Water Rates
- Storm & Surface Water Rates
- General Facilities Charges
- Non-Voted Utility Tax (1%)
- Voted Utility Tax (3%)

- Motor Vehicle Fuel Tax
- Interest
- Real Estate Excise Tax (REET) (0.5%)*(REET funds must be spent on Parks or Transportation.)
- Cable TV Tax (6%)
- Public Facilities District Reserves
- Maintenance Center Rental Rates

Debt

- The City has $119.5 million of available debt capacity. Of this, $58.5 million may be issued by the Council without a vote of the people.
- Loans from State of Washington agencies
- Utility Revenue Bonds

Grants

- Federal Surface Transportation Program Funds
- State Transportation Improvement Board Funds
- Federal Community Development Block Grant
- Federal Highways Administration
- Washington State Department of Transportation
- State Recreation Conservation Office

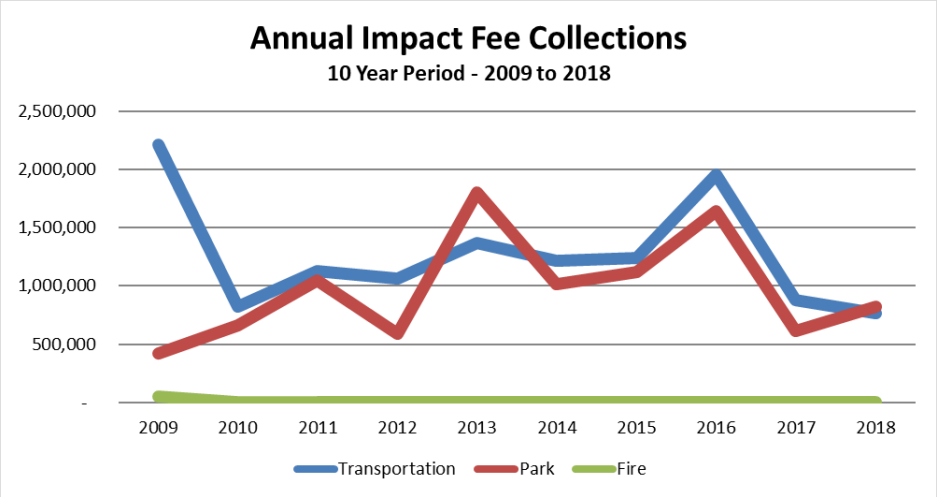
Other

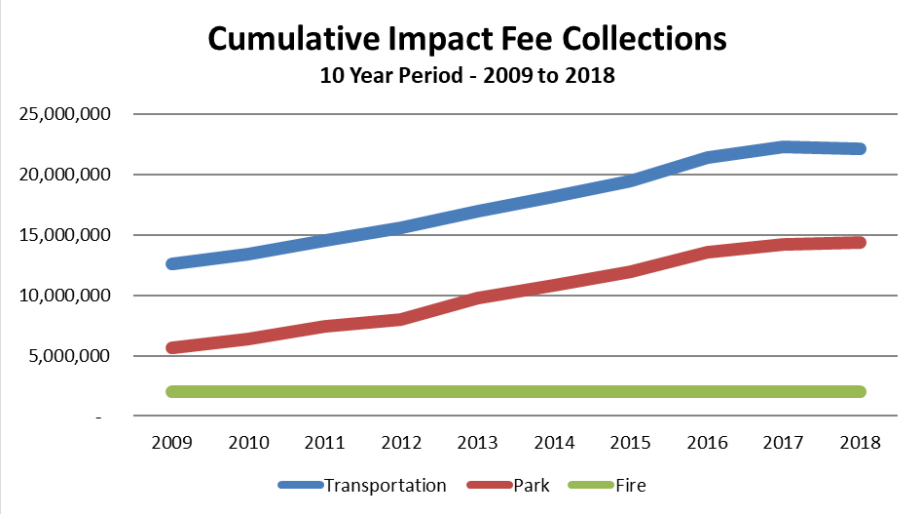
- Impact Fees (OMC 15.16)
- Transportation Benefit District (TBD) fees (OMC 3.04.128)
- SEPA Mitigation Fees (3.04.130)
- Olympia Metropolitan Park District (OMPD)
- Olympia Home Fund – Capital – (OMC 3.04.318)
- Economic Development Fund

Revenues Dedicated to the CFP

Impact Fee Revenue

Impact Fees are one-time charges imposed on development activity to raise revenue for the construction or expansion of public facilities needed to serve new growth and development. Impact fees are assessed and dedicated primarily for the provision of additional roads and streets, parks, schools, and fire protection facilities. Currently the City does not collect Fire Impact Fees.





Impact Fee Rates for Single Family Home

City										
Year	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019
Parks	$4,012	$4,941	$5,068	$4,950	$5,090	$5,334	$5,437	$5,446	$5,581	$5,581
Transportation	$2,775	$2,716	$2,592	$2,608	$2,654	$2,688	$2,913	$3,498	$3,450	$3,213

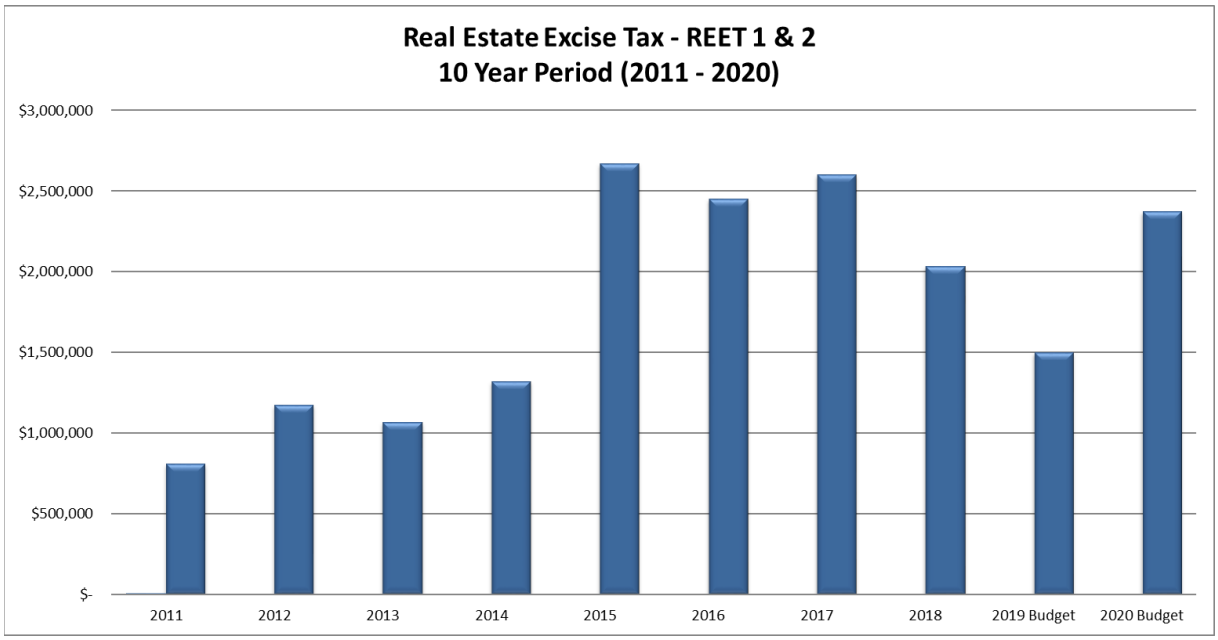
Schools										
Year	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019
Single Family	$2,753	$659	$2,969	$5,179	$5,895	$4,978	$5,298	$5,298	$5,350	$4,972
Multi Family	$1,156	$1,152	$235	$ 0	$1,749	$1,676	$2,498	$2,520	$2,621	$2,575

Real Estate Excise Tax (REET) Revenue

REET is a tax upon the sale of all residential and commercial property that occurs within the City of Olympia. It is collected in two parts; each part equates to one-quarter of 1% of the purchase price of the property sale. The tax is restricted by state law (see below), and Olympia allocates this revenue to fund transportation capital projects.

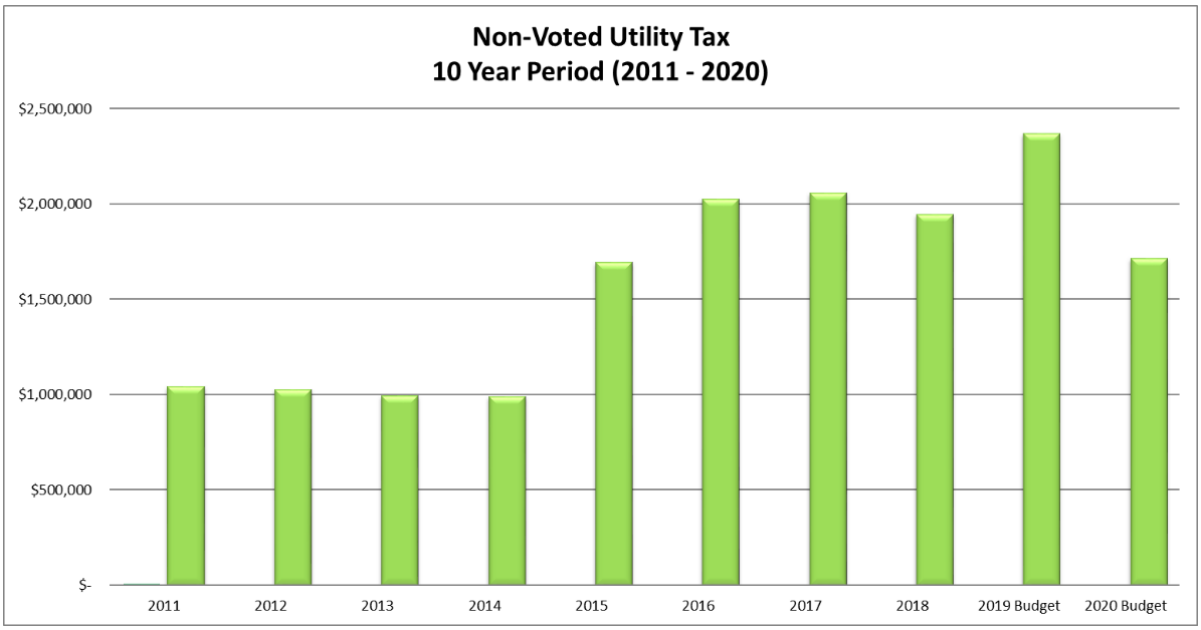
- **REET 1:** RCW 82.46.010 requires REET 1 must be spent solely on capital projects listed in capital facilities plan (CFP) element of the Comprehensive Plan. REET 1 capital projects are defined as: transportation, drinking and waste water, parks and recreational, law enforcement, fire protection, trails, libraries, administrative, and judicial facilities.

- **REET 2:** RCW 82.46.035 requires REET 2 be spent on capital projects defined as: transportation, drinking and wastewater, and parks public works projects. Acquisition of land for parks is not an outright permitted use of REET II, although it is a permitted use for transportation, drinking and wastewater projects.



Utility Tax Revenue

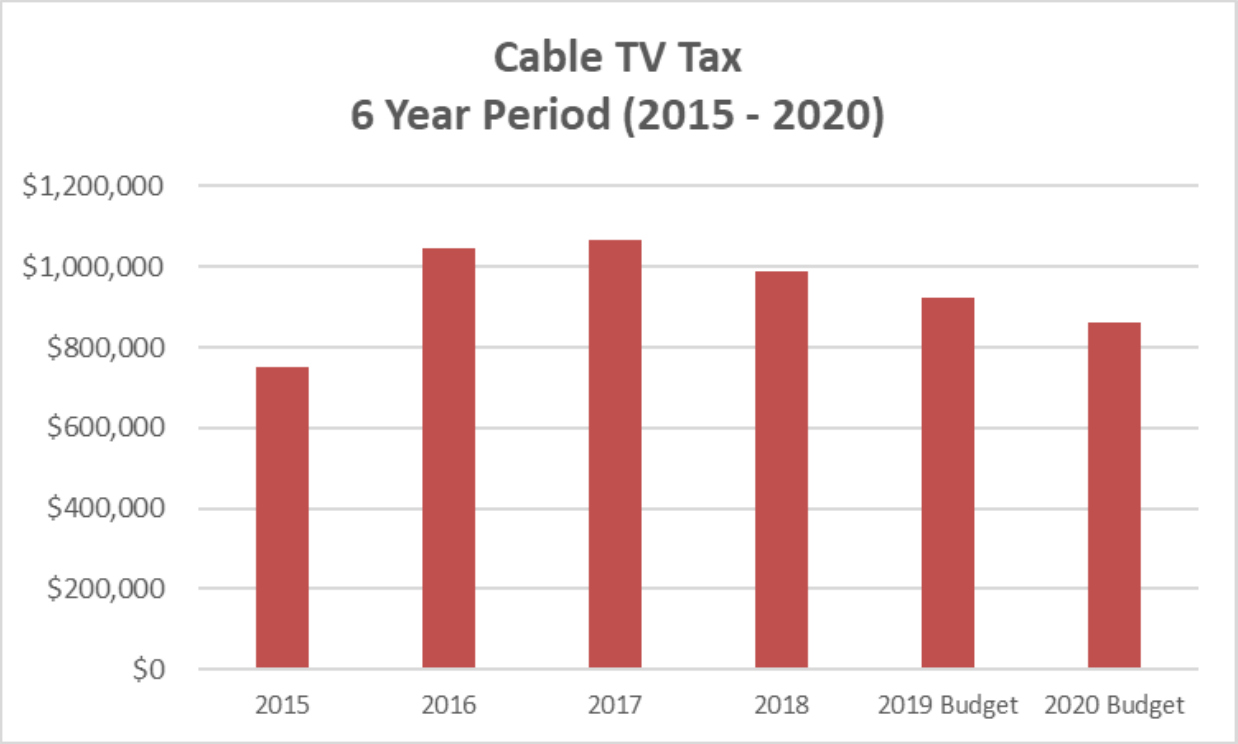
Of the six percent Non-Voted Utility Tax upon electric, natural gas and telecommunications utilities, one-sixth (1% tax) is allocated by Council policy to the CFP. In addition, all of the non-voted utility tax on cable TV is dedicated to the CFP. The chart below presents gross revenues. This tax is a general revenue and can be used for any purpose determined by the Council.



Cable TV Tax Revenue

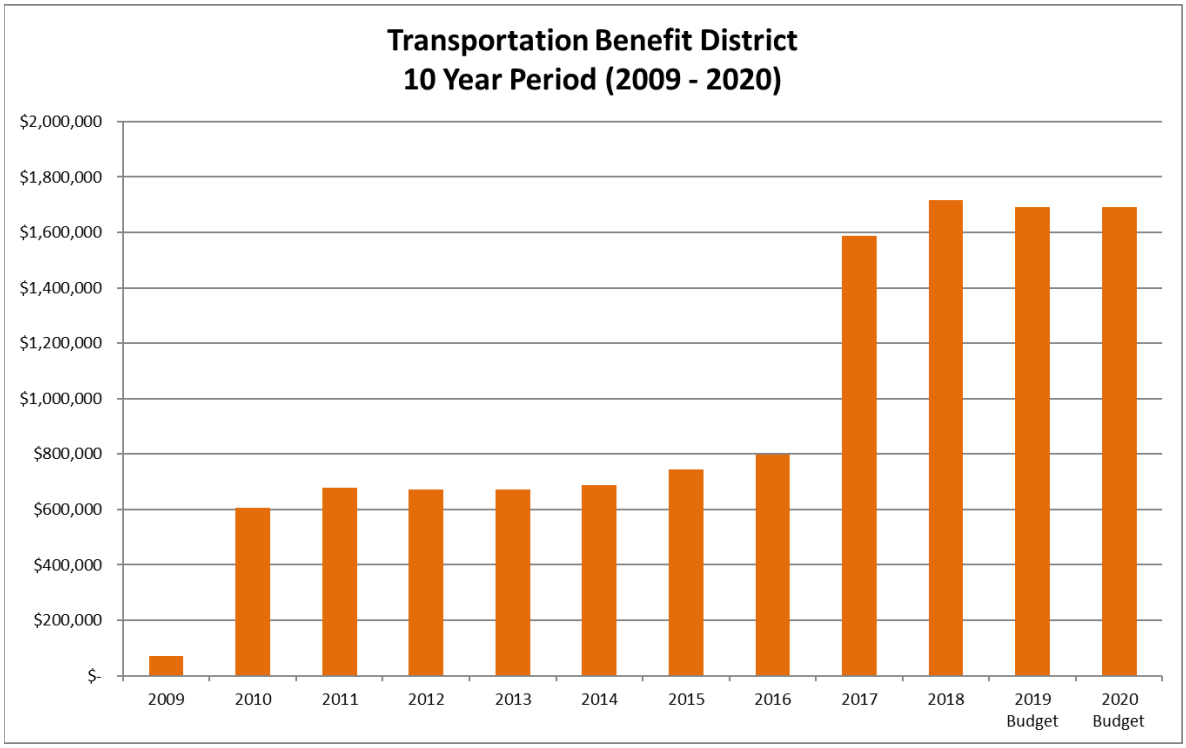
The City began assessing the 6% utility tax on cable TV revenues in 2015. The revenue is used to fund major maintenance on City-owned buildings, ADA improvements, and the Hazard Trees program. In 2016 and 2017, the new tax generated over $1 million, annually. After peaking in 2017, the tax is now trending downward, with a 6 – 7% drop each year. In 2020, the tax is projected at just over $859,000.

It should be noted that Cable TV tax applies only to the TV component of the cable revenue, not the internet service. As technology has improved, particularly over just the last three years, consumers are being offered a wider range of alternatives such as streaming video services, and a growing number of viewers are opting to "cut the cord," and discontinue using cable as a means of providing TV access. In addition, starting last year, wireless telephone providers began offering 5G (fifth generation cellular networks) service to several cities in the U.S. This new technology will allow for faster transfers of data via the mobile internet infrastructure with speeds significantly faster than cable. Users will be able to download entire movies within seconds, making it another popular alternative to cable TV. While, any new service takes time to be tested by consumers and considered mainstream, all indicators point to the Cable TV Utility tax revenue continuing its downward trend.



Transportation Benefit District (TBD) Revenue

In December 2008, the City Council adopted an ordinance creating the Olympia Transportation Benefit District (TBD). The chart below presents gross revenues. Each year approximately $10,000 is appropriated for operating expenses (audit, insurance, etc.) The net funds are dedicated the CFP for transportation projects. In 2017, the fee increased from $20 to $40 per vehicle.



Summary of 2019 Projects by Focus Area

In 2014, the Olympia City Council adopted a new community vision to guide how the City grows and develops over the next 20 years. We have taken that vision and identified five focus areas that help us organize, track, and share our progress: Community, Safety, and Health; Downtown; Economy; Environment; and Neighborhoods.

The construction, renovation, and repair of capital facilities is a critical and highly visible way in which we invest in achieving our community vision. Listed below by focus area are the projects the City has made a financial commitment for planning, designing, or constructing in the next year.

Community, Safety, and Health

- Inclusive, Respectful Civic Participation
- A Safe and Prepared Community
- Health and Wellness
- Adequate Food and Shelter
- A Quality Education

2020 CFP Projects Supporting this Focus Area
Parks
• ADA Upgrades at LBA, Lions, and Friendly Grove Parks • Improvements at Yelm Highway Community Park • Update the Parks, Arts, and Recreation Master Plan
General Capital Facilities
• Fund Permanent Supportive Housing Projects • Mitigate hazard trees on City-owned property
Drinking Water
• Complete Seismic Upgrades at Elliott Avenue & Fir Street Reservoirs • Rehabilitate and Complete Seismic Upgrades at Boulevard Road Reservoir • Fund the Water Master Plan Update

Downtown

- A Vibrant, Attractive Urban Destination
- A Safe and Welcoming Downtown for All
- A Mix of Urban Housing Options
- A Variety of Businesses
- Connections to Our Cultural and Historic Fabric
- Engaging Arts and Entertainment Experiences

2020 CFP Projects Supporting this Focus Area
Parks
• Fund Major Maintenance and Reconstruction for Percival Landing
Transportation
• Downtown Pedestrian Crossing Improvements: 5th & Adams, East Bay Dr. & Olympia Ave. • Design Bike Improvements from Sylvester Park to I-5 • Construct Legion Way Improvements • Design Franklin Street Improvements
General
• 4th and Columbia Mixed Use Project Feasibility

Economy

- Abundant Local Products and Services
- A Thriving Arts and Entertainment Industry
- Sustainable Quality Infrastructure
- A Stable Thriving Economy

2020 CFP Projects Supporting this Focus Area
Transportation
• Design Fones Road Improvements • Design US 101/West Olympia Access Project
General Capital Facilities
• Repair and Replace Siding at the Hands on Children's Museum • Complete a Seismic Evaluation at the Washington Center for the Performing Arts
Drinking Water
• Replace AC Water Pipes at: 7th Avenue, Boundary, Fir and Giles Streets • Design Fones Road Waterline Improvements • Complete a Joint Olympia Brewery Engineering Study for New Water Source
Wastewater
• Upgrade Lift Stations at Old Port 1 & Miller/Central

Environment

- Clean Water and Air
- A Daily Connection to Nature
- Preserved, Quality Natural Areas
- A Toxin-Free Community
- A Waste-Free Community

2020 CFP Projects Supporting this Focus Area
Parks
• Construct a multi-use trail through Grass Lake Nature Park
Wastewater
• Fund sewer extensions to support on-site septic conversions
Stormwater
• Design Storm Pond at 4th Avenue & Ascension • Rehabilitate several City-Owned Storm Ponds • Retrofit streets for water quality treatment

Neighborhoods

- Distinctive Places and Gathering Spaces
- Nearby Goods and Services
- Neighborhoods that are Engaged in Community Decision Making
- Safe and Welcoming Places to Live

2020 CFP Projects Supporting this Focus Area
Parks
• Replace playground equipment at Friendly Grove Park • Design a Sprayground at Lions Park • Acquire New Park Land
Transportation
• Design Bike Improvements at Thomas/Plymouth/Decatur Street • Design Protected Bike Lanes at Division & 28th and Lakeridge Drive • Design Elliott Avenue Sidewalk from Division to Crestline • Construct Improvements at Cain Road & North Street Intersection • Construct Intersection Improvements at Henderson Blvd. & Eskridge • Fund Future Intersection Improvements at Wiggins Rd and 37th Ave.

New Projects

Parks, Arts, and Recreation

2022 Parks, Arts and Recreation Plan Development

- **Project Description:**
  Update the Parks, Arts and Recreation Plan in order to remain eligible for WA State Recreation and Conservation Office (RCO) grant funding.
- **Anticipated Result:**
  Updated 2022 Parks, Arts and Recreation Plan.

Friendly Grove Park Playground Replacement (CAMP)

- **Project Description:**
  The current playground is 17 years old and needs to be replaced. This project will install new play equipment and surfacing.
- **Anticipated Result:**
  A new playground that meets current playground safety and ADA standards.

Grass Lake Nature Park 14th Avenue Trail Improvements

- **Project Description:**
  Construct a new soft surface walking trail near Road 65 and 14th Avenue Intersection.
- **Anticipated Result:**
  New trail entrance into Grass Lake Nature Park.

Yauger Park Ballfield Backstop Replacements (CAMP)

- **Project Description:**
  The backstops at Yauger Park are over 30 years old. This project will fund the design of new backstops for the four ballfields and construction is anticipated to occur in 2021.
- **Anticipated Result:**
  Design drawings for new backstops for each of the four ballfields at Yauger Park.

Transportation

2020 funding for Transportation being allocated to existing projects previously identified in the CFP. New projects will be identified in the upcoming Transportation Master Plan.

General Capital Facilities

Olympia Home Fund – Capital

- **Project Description:**
  This project will provide funding through a competitive process to a non-profit or other qualified applicant to construct permanent supportive housing or other qualified affordable housing facilities.
- **Anticipated Result:**
  Increase success of receiving county, state, and federal grant dollars to construct affordable housing in our community.

Drinking Water

Boulevard Road Reservoir Rehabilitation Construction

- **Project Description:**
  This project will rehabilitate the Boulevard Road Reservoir to address deficiencies in interior/exterior coating systems and structural components, as well as complete recommended seismic retrofits.
- **Anticipated Result:**
  This project will result in prolonged service life of the Boulevard Road Reservoir and enhance drinking water system reliability.

Hoffman Court Reservoir Rehabilitation Construction

- **Project Description:**
  This project will rehabilitate the Hoffman Court Reservoir to address deficiencies in interior/exterior coating systems and structural components, as well as complete recommended seismic retrofits.
- **Anticipated Result:**
  This project will result in prolonged service life of the Hoffman Court Reservoir and enhance drinking water system reliability.

Olympia Brewery Wellfield Activities

- **Project Description:**
  This project continues work to develop this new water source in conjunction with Tumwater and Lacey.
- **Anticipated Result:**
  This project will develop a Wellhead Protection Plan and Water Rights Re-Perfection Strategy, as well as decommission existing tanks and wells.

Percival Creek Water Main

- **Project Description:**
  This project will replace an existing AC water main from Evergreen Park Lane to 15th Avenue SW across Percival Creek Canyon.
- **Anticipated Result:**
  Installing a new force main from Evergreen Park Lane to 15th Avenue SW will improve system reliability in the area.

Reservoir Cleaning Inspection and Evaluation

- **Project Description:**
  This project will provide for cleaning, inspection, and evaluation services for the City's drinking water reservoirs.
- **Anticipated Result:**
  This project will result in prolong service life of the City's reservoirs and enhance drinking water system reliability.

Wastewater

AC Forced Main Upgrades Phase 1

- **Project Description:**
  The project will fund the initial phase of pipe installations to replace asbestos cement sewer force mains.
- **Anticipated Result:**
  Reduce risk of spills by replacing aging asbestos cement sewer force mains.

Gravity Sewer Extensions

- **Project Description:**
  The project will explore options to encourage construction of regional sewer infrastructure in areas where development densities may not favor development-driven infrastructure projects.
- **Anticipated Result:**
  Encourage construction of new regional sewer infrastructure to expand the City's sewer service area.

Miller and Ann Lift Station Upgrade Construction

- **Project Description:**
  This project will upgrade the existing lift station to correct deficiencies.

Miller and Ann Lift Station Upgrade Design

- **Project Description:**
  This project will design upgrades to address deficiencies at the existing lift station.
- **Anticipated Result:**
  Provide a design for lift station upgrades to enhance system reliability for current and future flows.

Rossmoor Lift Station Upgrade Construction

- **Project Description:**
  This project will upgrade the existing lift station to correct deficiencies.
- **Anticipated Result:**
  Install lift station upgrades to enhance system reliability for current and future flows.

Rossmoor Lift Station Upgrade Design

- **Project Description:**
  This project will design upgrades to address deficiencies at the existing lift station.
- **Anticipated Result:**
  Provide a design for lift station upgrades to enhance system reliability for current and future flows.

STEP (Septic Tank Effluent Pumping) Rehabilitation

- **Project Description:**
  This project will correct deficiencies in City-owned STEP systems.
- **Anticipated Result:**
  Rehabilitating STEP systems will reduce operating costs and minimize unscheduled service interruptions due to faulty equipment.

Storm and Surface Water

Ascension and 4th Avenue Pond

- **Project Description:**
  This project will construct a stormwater detention pond on City-owned land between 4th Avenue and Ascension.
- **Anticipated Result:**
  This is a stormwater retrofit project that will provide flow control to reduce flooding of downstream stormwater conveyance systems and improve conditions in Schneider Creek.

Black Lake Ditch Bank Stabilization

- **Project Description:**
  This project would remove a failing log crib-wall and establish a stable slope along the bank of Black Lake Ditch downstream of the RW Johnson Road crossing.

- **Anticipated Result:**
  Establish a stable slope that will not collapse into the stream channel.

Cooper Point Road and Black Lake Boulevard Storm Conveyance

- **Project Description:**
  This is a study of alternatives to increase capacity of an extensive westside stormwater conveyance system serving approximately 700 acres of development.
- **Anticipated Result:**
  Reduce the frequency and severity of flooding at the intersection of Cooper Point Road and Black Lake Boulevard, which is a vital route for emergency vehicles.

Harrison Avenue Water Quality Retrofit

- **Project Description:**
  This project will construct a water quality treatment facility to treat runoff from approximately 26 acres of West Olympia that is mostly zoned as a High-Density Corridor.
- **Anticipated Result:**
  Reduce the pollutant loading to and improve water quality of Budd Inlet.

Neighborhood LID (Low Impact Development)

- **Project Description:**
  This project will evaluate several locations for the feasibility of providing a stormwater retrofit using low impact development (LID) best management practices such as bio-retention and rain gardens
- **Anticipated Result:**
  The design of a project or projects that will improve water quality and serve as a demonstration project for LID.

Sea Level Rise Mitigation

- **Project Description:**
  This project will implement physical and informational strategies identified in the Olympia Seal Level Rise Response Plan.
- **Anticipated Result:**
  The City will incrementally build resilience to sea level rise.

Schneider Creek Fish Passage

- **Project Description:**
  This project would provide fish passage from Budd Inlet to Schneider Creek under West Bay Drive and a parking lot; and establish a sediment removal forebay.
- **Anticipated Result:**
  Provide fish passage from Budd Inlet to Schneider Creek.

Parks, Arts, and Recreation Capital Projects

The 2020-2025 Financial Plan for Parks, Arts and Recreation is based on the Capital Investment Strategy adopted as part of the 2016 Parks, Arts and Recreation Plan. This strategy includes proposed projects and funding sources reviewed by the community and approved by City Council. Pulling projects from this road map of investment is a crucial first step in developing the capital budget.

Another critical step is to review the current project inventory in the Capital Asset Management Program (CAMP). Annually, one-third of the park system infrastructure is inspected and the condition of facilities is scored. Based on the scoring, projects are then submitted for funding in the CFP.

Capital Project Funding Sources

Park capital projects are funded primarily by six sources:

1. Park impact fees
2. State Environmental Policy Act (SEPA) mitigation fees
3. Non-voted utility tax
4. Voted utility tax revenue from the Parks and Pathways Funding Measure
5. Olympia Metropolitan Park District (OMPD)
6. Grants

The general direction in the CFP is that new park development is funded through park impact fees, SEPA mitigation fees, Metropolitan Park District Funds, and grants. Land acquisition is funded primarily through the voted utility tax and non-voted utility tax.

Major maintenance and ADA upgrades are funded through the Metropolitan Park District. Percival Landing annual inspections and maintenance reserves are also funded via the Metropolitan Park District.

Base Programs

The Parks, Arts and Recreation Chapter of the Capital Facilities Plan consists of eight program categories:

1. ADA Facility Upgrades
2. Capital Asset Management Program
3. Community Park Development
4. Neighborhood Park Development
5. Open Space Acquisition and Development
6. Percival Landing Major Maintenance and Reconstruction
7. Park Land Acquisition
8. Small Capital Projects

Levels of Service Standards

Levels of Service Standards are the ratio of developed park land per 1,000 residents. This is how the City evaluates whether we need to acquire more park land or build more recreation facilities. The Capital Facilities Plan identifies the means by which the City finances new park acquisition and development. Park land acquisition and development is funded by a variety of sources, including the voted utility tax, OMPD revenue, park impact fees, SEPA mitigation fees, grants, and donations.

The following table presents the existing and target levels of service standards from the 2016 Parks, Arts and Recreation (PAR) Plan. It shows that additional park land and development are needed if the target levels of service standards are to be met. In the category of Open Space, the existing ratio of parks to population is slightly higher than the target ratio. While this would appear to indicate no additional open space acquisition would be needed, this is not the case; substantial population growth is projected during the plan's 20-year horizon. In order to meet the target level of service standard, the open space inventory will need to be substantially increased.

Existing & Target Levels of Service Standards for Parks*

2016 Parks, Arts & Recreation Plan			
Park Type	Existing Developed Acres	Existing Ratio	Target Ratio
		Acres/1,000	Acres/1,000
Neighborhood Parks	44.63	.71	1.09
Community Parks	144.45	2.30	3.00
Open Space	723.15	11.49	11.19

*****_For levels of service standard calculations, only developed parks are included._

Debt Service

In 2011, the City of Olympia issued a Bond Anticipation Note (BAN) in the amount of $2,500,000 to partially fund the $14.5 million Percival Landing Phase 1 Reconstruction Project. In 2013, $1,670,000 in bonds were issued to refinance the BAN. Final payment of the 2013 bonds will be in 2021.

In 2019, the City refinanced the $10 million 2016 BAN and issued an additional $4 million for land acquisition. The City will make interest only payments twice a year. In 2020, the City anticipates refinancing the BAN into a long-term bond. To date, the City has used the BAN funds to purchase 132.89 acres known as LBA Woods, 69 acres known as Kaiser Woods, 1.61 acres known as West Bay Woods and 83 acres known as the Yelm Highway parcel. This effort has been critical in helping the City continue working towards the goal of acquiring 500 new acres of park land. To date, the City has acquired 450 acres towards this 20-year goal, which was established as a component of the 2004 voted utility tax ballot measure.

The costs identified in the two tables below represent debt service for those previous capital projects and/or acquisitions that were financed with debt. Debt service is an operational costs and is included in the City's Operating Budget. The debt service information is presented here in the CFP for informational purposes only.

Park Debt Service Costs - Property	2020	2021 - 2025	Total
2013 Bond – Percival Landing	$242,500	$241,500	$484,000
2019 Bond Anticipation Note (BAN)	$182,000	$ 0	$182,000
2020 Bond – Refinance BAN	$490,000	$4,900,000	$5,390,000
Total	$914,500	$5,141,500	$6,056,000

Funding for Debt Service Costs	2020	2021 - 2025	Total
Voted Utility Tax	$672,000	$4,900,000	$5,572,000
OMPD Fund	$242,500	$241,500	$484,000
Total	$914,500	$5,141,500	$6,056,000

ADA Facility Upgrades

Where is this project happening?

Southeast Olympia

Are there other CFP projects that impact this project?

N/A

Description

Many of Olympia's parks and associated facilities were constructed before the Americans with Disabilities Act (ADA) passed in 1990. In 2017, the City conducted an ADA assessment of its parks system. The assessment identified the various components within the parks that do not comply with current ADA regulations. The assessment reviewed all the park facilities, parking and access pathways and identified the modifications necessary to bring the components into compliance with ADA. These upgrades were prioritized and a six-year improvement plan was developed.

Project List

- **Upper Ballfield ADA Path Construction**: Replace existing wood stairs with new concrete ADA accessible ramp to access the upper baseball fields at LBA Park. This project is funded over three years (2018-2020).

Why is this project a priority?

ADA regulations prohibit discrimination against individuals on the basis of disability and require local governments to make their facilities accessible for all. These requirements focus on providing accessibility by addressing and eliminating structural barriers associated with park facilities.

Is there a level of service standard or measurable outcome?

N/A

What Comprehensive Plan goals and policies does this project address?

This CFP reflects the goals and policies of the 2016 Parks, Arts and Recreation Plan and the following policy of the Olympia Comprehensive Plan:

→ **Policy Public Health, Parks, Arts, and Recreation 10.1**
Enhance recreation opportunities for the Olympia area's physically and mentally disabled populations.

ADA Facility Upgrades

Capital Cost:	Year 2020	Years 2021-2025	Total
ADA Facility Upgrades	$200,000	$1,000,000	$1,200,000
Total	$200,000	$1,000,000	$1,200,000
Funding Sources:	.	.	.
OMPD Funds	$200,000	$1,000,000	$1,200,000
Total	$200,000	$1,000,000	$1,200,000
Annual Operations and Maintenance:			
Estimated Costs	Since this project is not adding new facilities but rather upgrading existing facilities, it is not anticipated that there will be additional maintenance costs.		
Estimated Revenues	None		
Anticipated Savings Due to Project	None		
Department Responsible for Operations	Parks, Arts, and Recreation		
Quadrant Location	Citywide		

Community Park Development

Where is this project happening?

Various locations Citywide

Are there other CFP projects that impact this project?

N/A

Description

Community parks are places for large-scale community use. Community parks include facilities such as athletic fields, picnic shelters, tennis courts, water access and other facilities.

Project List

In 2020, funding is requested for the following projects:

- **Yelm Highway Community Park Construction (Phase 1)**
  This project will set aside funds for future construction of Phase 1 improvements at the park. Phase 1 improvements could include construction of soccer fields, parking areas, restrooms, and other compatible improvements such as a playground, dog park and/or community garden. Grants will also be pursued to help fund this project. The Master Plan process is underway and we anticipate breaking ground in 2024.
- **2022 Parks, Arts & Recreation Plan Development**
  This project helps fund development of the 2022 Parks, Arts and Recreation Plan. Required to be updated every six years, the Parks Plan is a State requirement for grant eligibility. A major component of the plan includes development of a Capital Investment Strategy that outlines capital projects and their estimated costs, funding sources, and timelines.

Is there a level of service standard or measurable outcome?

Target level of service standard (2016 Parks, Arts and Recreation Plan): 3.00 acres/1,000 population

Existing Ratio (2016 Parks, Arts and Recreation Plan): 2.30 acres/1,000 population

What Comprehensive Plan goals and policies does this project address?

This CFP reflects the goals and policies of the 2016 Parks, Arts and Recreation Plan and the following policies of the Olympia Comprehensive Plan:

→ **Policy Public Health, Parks, Arts, and Recreation 1.3**
Be responsive to emerging needs for programs, facilities, and community events.

→ **Policy Public Health, Parks, Arts, and Recreation 2.5**
Search for opportunities for mixed-use facilities and public/private partnerships.

→ **Policy Public Health, Parks, Arts, and Recreation 9.2**
Provide programs and facilities that stimulate creative and competitive play for all ages.

Community Park Development

Capital Cost:	Year 2020	Years 2021-2025	Total
Yelm Highway Community Park Construction (Phase I)	$607,000	$4,150,000	$4,757,000
2022 Parks, Arts and Recreation Plan	$100,000	$ 0	$100,000
Ward Lake Park Phase I Development	$ 0	$500,000	$500,000
Total	$707,000	$4,650,000	$5,357,000
Funding Sources:	.	.	.
Impact Fees	$607,000	$2,150,000	$2,757,000
OMPD Funds	$100,000	$2,500,000	$2,600,000
Total	$707,000	$4,650,000	$5,357,000
Annual Operations and Maintenance:			
Estimated Costs	Unknown at this time		
Estimated Revenues	Unknown at this time		
Anticipated Savings Due to Project	None		
Department Responsible for Operations	Parks, Arts, and Recreation		
Quadrant Location	SE Olympia, Citywide		

Capital Asset Management Program (CAMP)

Where is this project happening?

Various locations Citywide

Are there other CFP projects that impact this project?

- Citywide Asset Management Program

Description

Sustaining a maintenance fund for parks is as important as building new facilities. It is critical that future maintenance requirements are identified and funded concurrently with new construction so that the community is assured uninterrupted access to its inventory of public recreation facilities.

The Capital Asset Management Program (CAMP) incorporates a systematic inspection and criteria-based prioritization process for fixing park infrastructure. One-third of all park infrastructure is inspected annually by a City staff engineer and Park maintenance staff person.

With voter approval of the Olympia Metropolitan Park District and the Parks, Arts and Recreation Plan, funding for CAMP is targeted at $750,000 per year. This stable and predictable funding source provides the foundation to schedule and make repairs. With new repair needs identified every year, the steady revenue source will improve the park Facility Condition Index (FCI) over time.

CAMP projects identified for 2020 are:

- Friendly Grove Playground Replacement
- Priest Point Park Maintenance Facility Repairs
- Yauger Park Asphalt Repair
- Yauger Park Ballfield Backstop Replacements Design
- Trail Repairs
- Exterior Painting Projects
- Playground Fall Protection Repair

Why is this project a priority?

CAMP is the maintenance backbone of Olympia's park system. Funding maintenance is not glamorous, but it is essential to responsibly maintain public assets. CAMP is necessary to ensure that existing park facilities are rehabilitated and replaced as needed to maintain the park amenities citizens expect. This program supports sustainability by extending the life of our park facilities. Deferred maintenance can result in unsafe conditions, closed facilities or additional maintenance costs.

Is there a level of service standard or measurable outcome?

N/A

What Comprehensive Plan goals and policies does this project address?

This CFP reflects the goals and policies of the 2016 Parks, Arts and Recreation Plan and the Olympia Comprehensive Plan.

- **Goal Public Health, Parks, Arts, and Recreation 6**
  Olympia's parks, arts and recreation system investments are protected.

  → **Policy Public Health, Parks, Arts, and Recreation 6.1**
  Continue to implement and refine the Citywide Asset Management Program to make sure the City's public facilities remain functional and safe for as long as they were designed for.

  → **Policy Public Health, Parks, Arts, and Recreation 6.5**
  Establish a strategy for funding maintenance and operation of new park facilities before they are developed.

Capital Asset Management Program (CAMP)

Capital Cost:	Year 2020	Years 2021-2025	Total
CAMP Major Maintenance Projects	$750,000	$3,750,000	$4,500,000
Total	$750,000	$3,750,000	$4,500,000
Funding Sources:	.	.	.
OMPD Funds	$750,000	$3,750,000	$4,500,000
Total	$750,000	$3,750,000	$4,500,000
Annual Operations and Maintenance:			
Estimated Costs	None		
Estimated Revenues	None		
Anticipated Savings Due to Project	Unknown		
Department Responsible for Operations	Parks, Arts, and Recreation		
Quadrant Location	Citywide		

Neighborhood Park Development

Where is this project happening?

East Olympia

Are there other CFP projects that impact this project?

N/A

Description

Neighborhood parks are an integral part of implementing the urban design strategy for Olympia's neighborhoods. Neighborhood parks are a common gathering place for families and children, and are a high priority for expanding Olympia's park system.

Project List

In 2020, funding is requested for the following project:

- **Lions Park Sprayground**
  A sprayground is a recreation area for water play that has little or no standing water. It includes ground nozzles and above ground features that spray water. They eliminate the need for lifeguards because there is little risk of drowning and they require less maintenance than a pool. Adding a sprayground amenity to a neighborhood park will help address the recreation trend for water play features for children. Lions Park has been selected as the location for a second sprayground in Olympia. Funding for this project includes planning, design and construction. A $500,000 State Recreation and Conservation Office (RCO) grant was awarded for this project.

Is there a level of service standard or measurable outcome?

Target level of service standard (2016 Parks, Arts and Recreation Plan): 0.71 acres/1,000 population

Existing Ratio (2016 Parks, Arts and Recreation Plan): 1.09 acres/1,000 population

What Comprehensive Plan goals and policies does this project address?

This CFP reflects the goals and policies of the 2016 Parks, Arts and Recreation Plan and the following goals and policies of the Olympia Comprehensive Plan:

- **Goal Public Health, Parks, Arts, and Recreation 1**
  Unique facilities, public art, events, and recreational programming encourage social interaction, foster community building, and enhance the visual character and livability of Olympia.

  → **Policy Public Health, Parks, Arts, and Recreation 1.3**
  Be responsive to emerging needs for programs, facilities, and community events.

→ **Policy Public Health, Parks, Arts, and Recreation 10.6**
Provide convenient, safe, active, outdoor recreation experiences suited for families.

Neighborhood Park Development

Capital Cost:	Year 2020	Years 2021-2025	Total
Lions Park Sprayground	$260,500	$ 0	$260,500
Neighborhood Park Development	$ 0	$550,000	$550,000
Total	$260,500	$550,000	$810,500
Funding Sources:	.	.	.
Impact Fees	$160,000	$550,000	$710,000
OMPD Funds	$100,500	$ 0	$100,500
Total	$260,500	$550,000	$810,500
Annual Operations and Maintenance:			
Estimated Costs	Unknown at this time		
Estimated Revenues	None		
Anticipated Savings Due to Project	None		
Department Responsible for Operations	Parks, Arts, and Recreation		
Quadrant Location	East Olympia		

Open Space Acquisition and Development

Where is this project happening?

West Olympia

Are there other CFP projects that impact this project?

N/A

Description

Open space is property acquired to protect the special natural character of Olympia's landscape. Open Space includes trail corridors, forests, streams, wetlands and other natural features. Facility development includes trails and trailhead facilities that may include parking, restrooms, information kiosks and environmental education and interpretation facilities.

Project List

In 2020, funding is requested for the following project:

- **Grass Lake Nature Park Trail Construction**
  A State Recreation and Conservation Office grant was awarded for this project. This project will construct a multi-use trail through Grass Lake Nature Park from Kaiser Road to Harrison Avenue. The project will include a trailhead on Kaiser Road to encourage and enhance access to this 172-acre park. This trail construction will be the first segment of the Capitol to Capitol Trail which is envisioned to connect Capitol Forest with the Washington State Capitol Campus.

Is there a level of service standard or measurable outcome?

Target level of service standard (2016 Parks, Arts and Recreation Plan): 11.19 acres/1,000 population

Existing Ratio (2016 Parks, Arts and Recreation Plan): 11.49 acres/1,000 population

What Comprehensive Plan goals and policies does this project address?

This CFP reflects the goals and policies of the 2016 Parks, Arts and Recreation Plan and the following goals and policies of the Olympia Comprehensive Plan:

- **Goal Public Health, Parks, Arts, and Recreation 4**
  An urban trails system interconnects parks, schools, neighborhoods, open spaces, historical settings, neighboring jurisdictions' trails systems, important public facilities, and employment centers via both on- and off-street trails.

  → **Policy Public Health, Parks, Arts, and Recreation 4.1**
  Coordinate with adjacent jurisdictions and State agencies to build a regional trail network and coordinated trail signage program that is consistent with the *Thurston Regional Trails Plan.*

Open Space Acquisition and Development

Capital Cost:	Year 2020	Years 2021-2025	Total
Grass Lake Nature Park Trail Construction	$215,000	$ 0	$215,000
Yauger Park Trail to Grass Lake Nature Park	$ 0	$800,000	$800,000
Total	$215,000	$800,000	$1,015,000
Funding Sources:	.	.	.
Impact Fees	$215,000	$800,000	$1,015,000
Total	$215,000	$800,000	$1,015,000
Annual Operations and Maintenance:			
Estimated Costs	Approximately $20,000 per year per mile of trail		
Estimated Revenues	None		
Anticipated Savings Due to Project	None		
Department Responsible for Operations	Parks, Arts, and Recreation		
Quadrant Location	West Olympia		

Park Land Acquisition

Where is this project happening?

Various locations Citywide

Are there other CFP projects that impact this project?

N/A

Description

The 2016 Parks, Arts & Recreation Plan identified acquisition of additional areas for Community Parks, Neighborhood Parks, and Open Space as important steps to providing adequate park and recreation spaces for a growing Olympia. Land acquisition funds are also used for pre-purchase investigations, as well as minimal actions necessary to make the property safe for public access and to protect sensitive areas on the property.

In 2020, the third installment payment ($1,000,000) for the Yelm Highway Community Park property will be paid. The remaining installment payments are $1,000,000 in 2021 and $700,000 in 2022.

As directed in the 2016 Parks, Arts, Recreation plan, OPARD has been very effective in using a combination of long-term debt, cash, donations and grants to acquire 317 acres of new park land. These properties will play a critical role in meeting the needs of a growing population and will provide new opportunities for neighborhood parks, community parks, and open space. The benefit of using long-term debt is that we are able to preserve the land now, while it is still available. The draw-back of this approach is that the City will be using nearly half of the voted utility tax for parks to pay the debt service for the next 20 years.

The park land acquisition program uses the 1% Non-voted Utility Tax and the 2% Voted Utility Taxes as primary funding sources.

Why is this project a priority?

Additional park land is needed to meet the target outcome ratios established for parks. Once the debt has been sold and the land acquired, this project will be rolled into the Park Bond Issue Debt Service project.

Is there a level of service standard or measurable outcome?

A goal was set in the 2004 voted utility tax ballot measure to acquire 500 acres of park land within twenty years. To date, we have purchased 442.5 acres.

What Comprehensive Plan goals and policies does this project address?

This CFP reflects the goals and policies of the 2016 Parks, Arts and Recreation Plan and the following policies of the Olympia Comprehensive Plan:

→ **Policy Public Health, Parks, Arts, and Recreation 3.1**
Provide parks in close proximity to all residents.

→ **Policy Public Health, Parks, Arts, and Recreation 3.4**
Identify and acquire future park and open space sites in the Urban Growth Area.

→ **Policy Public Health, Parks, Arts, and Recreation 7.2**
Provide urban green spaces that are in people's immediate vicinity and can be enjoyed or viewed from a variety of perspectives.

→ **Policy Natural Environment 1.4**
Conserve and restore natural systems, such as wetlands and stands of mature trees, to contribute to solving environmental issues.

→ **Policy Natural Environment 2.1**
Acquire and preserve land by a set of priorities that considers environmental benefits, such as stormwater management, wildlife habitat, or access to recreation opportunities.

Park Land Acquisition

Capital Cost:	Year 2020	Years 2021-2025	Total
Yelm Highway Community Park Installment Payment	$1,000,000	$1,700,000	$2,700,000
Land Acquisition	$860,380	$6,061,900	$6,922,280
Total	$1,860,380	$7,761,900	$9,622,280
Funding Sources:	.	.	.
Voted Utility Tax	$1,014,000	$3,530,000	$4,544,000
Non-Voted Utility Tax	$846,380	$4,231,900	$5,078,280
Total	$1,860,380	$7,761,900	$9,622,280
Annual Operations and Maintenance:			
Estimated Costs	Unknown		
Estimated Revenues	None		
Anticipated Savings Due to Project	None		
Department Responsible for Operations	Parks, Arts, and Recreation		
Quadrant Location	Citywide		

Percival Landing Major Maintenance and Reconstruction

Where is this project happening?

Port Plaza southward along the shoreline of Budd Inlet to its southern terminus at the 4th Avenue Bridge

Are there other CFP projects that impact this project?

N/A

Description

Percival Landing is one of the most popular destinations in the region, drawing a wide range of visitors to the waterfront and downtown. Percival Landing was constructed in three phases in the 1970s and 1980s and is exhibiting the effects of years of exposure to the harsh marine environment.

In 2004, the City began managing Percival Landing in two ways. The first is to maintain the boardwalk in a safe manner, until it can be replaced, and the second is to plan for its complete replacement.

To maintain the Landing, walk-through assessments of the Landing are conducted on an annual basis and every five years a complete assessment is performed. The five-year, in-depth assessments identify deficiencies needing repair and form the scope of work for the Percival Landing repair projects. The annual assessments monitor the Landing to make sure it is safe and operational.

Efforts to replace Percival Landing began in 2004. In 2007, a concept plan was completed for the entire length of Percival Landing. Phase I rehabilitation was the first section of the Landing to be replaced. Phase I was dedicated in August 2011 and extends from Water Street to Thurston Avenue. In 2019, a new bulkhead was installed in the area near 4th Avenue and Water Street. Also, the Sea Level Rise Response Plan was completed in 2019 and will have significant impacts on rebuilding Percival Landing.

Project List

There are no projects planned in 2020 for Percival Landing Replacement. An annual walk-through assessment will be performed in 2020. Maintenance reserve allocates funds on an annual basis to make repairs to Percival Landing as defined in the five-year, in-depth assessments. These funds will be added to the funds we have collected in 2016, 2017, 2018, and 2019 to make repairs in 2020.

Is there a level of service standard or measurable outcome?

The repair and replacement of the Percival Landing boardwalk is necessary to ensure public safety and will not affect the target outcome ratios.

What Comprehensive Plan goals and policies does this project address?

This CFP reflects the goals and policies of the 2016 Parks, Arts and Recreation Plan and the following goals and policies of the Olympia Comprehensive Plan:

- **Goal Public Health, Parks, Arts and Recreation 5**
  A lively public waterfront contributes to a vibrant Olympia.

  → **Policy Public Health, Parks, Arts, and Recreation 5.1**
  Complete Percival Landing reconstruction and West Bay Park construction.

Percival Landing Major Maintenance and Reconstruction

Capital Cost:	Year 2020	Years 2021-2025	Total
Annual Inspection	$8,000	$80,000	$88,000
Maintenance Reserve	$150,000	$705,000	$855,000
Total	$158,000	$785,000	$943,000
Funding Sources:	.	.	.
OMPD Funds	$158,000	$785,000	$943,000
Total	$158,000	$785,000	$943,000
Annual Operations and Maintenance:			
Estimated Costs	Unknown		
Estimated Revenues	None		
Anticipated Savings Due to Project	None		
Department Responsible for Operations	Parks, Arts, and Recreation		
Quadrant Location	Downtown		

Small Capital Projects

Where is this project happening?

Various locations Citywide

Are there other CFP projects that impact this project?

N/A

Description

The Small Capital Projects Program enables the Department to construct citizen-requested, small capital park improvement projects annually. The typical funding request for the program is $25,000 annually, funded by Park Impact fees and SEPA mitigation funds.

Project List

In 2020, this program will fund new soft surface walking trails in Grass Lake Nature Park near the Road Sixty-five intersection with the north side of the park. This work will coincide with new crossing improvements at 14th Avenue and Road Sixty-five.

Why is this project a priority?

Throughout the year, the Parks, Arts and Recreation Department receives citizen requests for minor park enhancements. By adding a small piece of play equipment, a basketball half-court or other small improvements, the Department can respond to operational needs and community requests and increase the use and enjoyment of parks.

Is there a level of service standard or measurable outcome?

N/A

What Comprehensive Plan goals and policies does this project address?

This CFP reflects the goals and policies of the 2016 Parks, Arts and Recreation Plan and the following policies of the Olympia Comprehensive Plan:

→ **Policy Public Health, Parks, Arts, and Recreation 1.3**
Be responsive to emerging needs for programs, facilities, and community events.

→ **Policy Public Health, Parks, Arts, and Recreation 2.1**
Seek non-profit organization and citizen partnerships, sponsorships, grants, and private donations for park and facility acquisition, development, operation, programming, and events.

→ **Policy Public Health, Parks, Arts, and Recreation 2.2**
Use creative problem-solving and cost-effective approaches to development, operations, and programming.

Small Capital Projects

Capital Cost:	Year 2020	Years 2021-2025	Total
Grass Lake Nature Park 14th Ave Trail Connection	$25,000	$ 0	$25,000
Total	$25,000	$ 0	$25,000
Funding Sources:	.	.	.
Impact Fees	$25,000	$ 0	$25,000
Total	$25,000	$ 0	$25,000
Annual Operations and Maintenance:			
Estimated Costs	Unknown		
Estimated Revenues	None		
Anticipated Savings Due to Project	None		
Department Responsible for Operations	Parks, Arts, and Recreation		
Quadrant Location	Citywide		

Transportation Projects

The CFP brings the vision of the Olympia Comprehensive Plan to reality. The Comprehensive Plan is the blueprint for the development of our transportation system. The goals and policies emphasize building complete streets to support walking, biking, and transit use, as well as automobile and freight movement.

Types of Projects

Our transportation system is comprised of more than 526 lane miles of streets, along with signs, markings, signals, streetlights, roundabouts, bike lanes, sidewalks, and trees. A project is included in this plan because it either maintains the condition of a street or improves the function and safety of a street.

How Projects are Added to the CFP

Projects are listed either individually or as a set of priorities in a program. Projects are identified through planning efforts or engineering studies. A project can be added to the CFP because it is a priority defined in a plan, or it is needed based on a specific evaluation. Some of the ways a project becomes part of the CFP are as follows:

- **Plans:** Plans are developed to identify and quantify a specific need in our system, such as bike lanes and sidewalks. Plans like the Sidewalk Program (2004) and Bicycle Master Plan (2009) define projects which are then added to the CFP. The City is developing a Transportation Master Plan. This plan will include long-term prioritized project lists for bicycle, pedestrian, transit, and motor vehicle projects. Future CFP's will reflect the projects identified in this master plan.
- **Studies:** Corridor or district studies evaluate issues and identify solutions and opportunities in a specific area. Projects that result from these area-specific evaluations are added to the CFP.
- **Advisory Boards:** The Olympia Planning Commission and the Bicycle and Pedestrian Advisory Committee provide input in the development of plans and studies, and annually provide input in the annual CFP update.
- **Citizen requests:** Throughout the year, City staff, the Council, and advisory committees receive comments about needs and priorities in our transportation system. These are evaluated when drafting the CFP.
- **Pavement ratings:** The condition of street pavement is surveyed every other year. Damaged streets are listed for repairs. Streets with some wear are resurfaced with low-cost treatments to prevent further damage and to offset the need for costly reconstruction. Other streets need major reconstruction.

Coordination for Efficiency

Within the Transportation Section programs, projects are combined for construction efficiencies. For example, bike lanes and or bulb-outs may be added when a street is resurfaced. Transportation work is also coordinated with utility work. When we plan to rebuild a road, we take the opportunity to upgrade sewer and water lines under the pavement or find a better way to manage the stormwater that flows off the pavement.

Transportation Funding

Transportation projects in the CFP are funded by the General Fund, as well as grants, Transportation Benefit District (TBD) fees, and other types of specific taxes. (e.g. Utility, Gas Tax, and Real Estate Excise Taxes (REET).

The single largest transportation-related expense in the CFP is pavement repair and reconstruction. If the life of a street's pavement can be preserved with a low-cost treatment now, we can defer costly resurfacing to a later date. Keeping our pavement conditions from deteriorating will lead to future budget savings. Street repair and reconstruction is typically funded with revenues from the gas tax, TBD fees, REET, and grants.

Another area of significant funding is for sidewalk construction. In 2004, Olympia voters approved the Parks and Recreation Facilities funding measure. The funding measure, referred to as "Parks and Pathways," is the primary source of funds for sidewalks — about one million dollars annually. This revenue comes from the private utility tax levied on utilities, such as cell phone and natural gas.

Access and Safety Improvements

Where is this project happening?

Various locations Citywide

Are there other CFP projects that impact this project?

- Sidewalks and Pathways
- Street Repair and Reconstruction

Description

The purpose of this program is to improve accessibility and safety for all users of the transportation system:

- Safety projects improve safety performance on high-collision street sections or intersections. Design treatments or "countermeasures" will be determined based on an analysis of the collisions.
- Pedestrian crossing improvements help pedestrians cross major streets. Improvements may include bulb-outs, crossing islands, and/or flashing crosswalk beacons, among other treatments.
- Street accessibility projects remove barriers on walkways for persons with disabilities. Projects may include curb access ramps or audible pedestrian signals

Project List

- **Safety Projects**
  Wiggins Road roadway and storm drainage improvements. This project will modify the shoulder of this street to improve transportation safety as well as stormwater flow. Estimated cost: $1,500,000. Intersection improvements as warranted.
- **Pedestrian Crossing Improvements**
  Future enhanced crossings will be determined through the upcoming Transportation Master Plan.
- **Street accessibility Projects** (a long-term list is maintained by staff)
  Future curb access ramp and audible signal projects will be determined through the upcoming Transportation Master Plan.

Why is this project a priority?

Safety projects are identified through collision analysis and other evaluations.

Pedestrian crossing improvements are needed to make walking safer and more inviting.

Street accessibility projects are needed to provide access to people with disabilities and to comply with Federal Accessibility Standards.

Is there a level of service standard or measurable outcome?

Under development

What Comprehensive Plan goals and policies does this project address?

This CFP reflects the following goals and policies of the Olympia Comprehensive Plan.

- **Goal Transportation 1**
  All streets are safe and inviting for pedestrians and bicyclists. Streets are designed to be human scale, but also can accommodate motor vehicles, and encourage safe driving.

  → **Policy Transportation 1.6**
  Build intersections that are safe for pedestrians, bicyclists, and motor vehicles. Use minimum dimensions (narrow lanes and crossings) for a human-scale environment, while maintaining vehicle access and safety.

- **Goal Transportation 23**
  Pedestrian crossing improvements remove barriers for walkers on major streets, especially wide streets with high vehicle volumes.

  → **Policy Transportation 23.1**
  Build new streets and retrofit existing streets with crossing islands and "bulb-outs" to increase pedestrian safety.

  → **Policy Transportation 23.2**
  Raise driver awareness of pedestrians at crosswalks on wide, high-volume streets using blinking lights, flags, signs, markings, and other techniques.

  → **Policy Transportation 23.3**
  Add safe, mid-block crossings for pedestrians to new and existing streets. This is especially important on major streets that have long distances between stoplights and those with high-frequency transit service.

  → **Policy Transportation 23.6**
  Consider the needs of the elderly and disabled in all crosswalk design and signal timing.

Access and Safety Improvements

Capital Cost:	Year 2020	Years 2021-2025	Total
Safety	$ 0	$ 0	$ 0
Pedestrian Crossing Improvements	$100,000	$500,000	$600,000
Street Accessibility	$100,000	$500,000	$600,000
Total	$200,000	$1,000,000	$1,200,000
Funding Sources:	.	.	.
REET	$200,000	$1,000,000	$1,200,000
Total	$200,000	$1,000,000	$1,200,000
Annual Operations and Maintenance:			
Estimated Costs	These costs are included in the existing Public Works Transportation operating budgets. Until asset management programs are in place, specific costs are not available.		
Estimated Revenues	None		
Anticipated Savings Due to Project	None		
Department Responsible for Operations	Public Works		
Quadrant Location	Citywide		

Bike Improvements

Where is this project happening?

Various locations Citywide

Links to Other Projects or Facilities

- Street Repair and Reconstruction

Description

The purpose of this program is to complete elements of the bicycle network:

- Bike Corridors – low volume neighborhood streets improved for bicycle travel
- Bike lanes and enhanced bike lanes - five-foot bike lanes and on major streets, sometimes enhanced with a buffer or barrier
- Other improvements – gaps and spot improvements in the bike network

Projects

Bike Corridor projects:

- Southeast to Downtown Route: Sylvester Park to the I-5 bike path
- Westside Route: Thomas/Plymouth/Decatur

Gaps and spot improvement projects:

- Lakeridge Drive re-striping for enhanced bike lane. Estimated cost: $300,000
- Division Street and 28th Avenue widening for bike lanes. Estimated cost: $700,000

Why is this project a priority?

A bike lane network on major streets provides bicyclists direct access to destinations. Bike corridors and enhanced bike lanes are part of a network of low-stress streets that serve bicyclists of all ages and abilities.

Is there a level of service standard or measurable outcome?

We are monitoring the percentage of arterials and major collectors that are "complete streets," providing bike lanes and sidewalks. Currently 59 percent of these streets have bike lanes.

What Comprehensive Plan goals and policies does this project address?

This CFP reflects the goals and policies of the 2009 Bicycle Master Plan and the Olympia Comprehensive Plan.

- **Goal Transportation 25**
  Bicycling is safe and inviting, and many people use their bikes to both travel and stay active.

  → **Policy Transportation 25.1**
  Retrofit streets to provide safe and inviting bicycle facilities. Use the Bicycle Master Plan (2009) to guide facilities development but look for other opportunities to provide bicycle facilities where possible.

- **Goal Transportation 1**
  All streets are safe and inviting for pedestrians and bicyclists. Streets are designed to be human scale, but also can accommodate motor vehicles, and encourage safe driving.

  → **Policy Transportation 1.1**
  Retrofit major streets to be human scale and include features to make walking, biking, and transit use safe and inviting.

- **Goal Transportation 2**
  As new streets are built and existing streets are reconstructed, add multimodal features as specified in the City of Olympia Engineering Design and Development Standards.

  → **Policy Transportation 2.1**
  Build arterial streets to serve as primary routes connecting urban centers and the regional transportation network. Include bike lanes, sidewalks, planter strips, pedestrian-crossing features, and other amenities that support pedestrian comfort and safety.

  → **Policy Transportation 2.2**
  Build major collector streets to connect arterials to residential and commercial areas. Include bike lanes, sidewalks, planter strips, and pedestrian-crossing features.

Bike Improvements

Capital Cost:	Year 2020	Years 2021-2025	Total
Bike Corridors	$100,000	$500,000	$600,000
Other Improvements	$100,000	$500,000	$600,000
Total	$200,000	$1,000,000	$1,200,000
Funding Sources:	.	.	.
REET	$200,000	$1,000,000	$1,200,000
Total	$200,000	$1,000,000	$1,200,000
Annual Operations and Maintenance:			
Estimated Costs	Bike facility maintenance is incorporated in annual street sweeping program costs. Until asset management programs are in place, specific costs for bike facilities are not available.		
Estimated Revenues	None		
Anticipated Savings Due to Project	None		
Department Responsible for Operations	Public Works		
Quadrant Location	Citywide		

Pre-Design and Planning

Where is this project happening?

Various locations Citywide

Are there other CFP projects that impact this project?

- Predesign work for multiple projects

Description

Develop scope, schedule, and budget for multiple planned transportation projects.

Project List

The project list will be developed annually based on master plans and other program priorities.

Why is this project a priority?

By doing early project development, we can more efficiently scope and plan for capital projects before resources are allocated and design is initiated.

Is there a level of service standard or measurable outcome?

N/A

What Comprehensive Plan goals and policies does this project address?

This CFP reflects the goals and policies of the Olympia Comprehensive Plan.

- **Goal Transportation 2**
  As new streets are built and existing streets are reconstructed, add multimodal features as specified in the City of Olympia Engineering Design and Development Standards.
- **Goal Transportation 9**
  The impacts of new land-use development on the transportation system are mitigated appropriately.
- **Goal Transportation 12**
  The transportation system provides attractive walking, biking, and transit options so that land use densities can increase without creating more traffic congestion.
- **Goal Transportation 28**
  Transportation facilities and services are funded to advance the goals of the City and the region.

Pre-Design and Planning

Capital Cost:	Year 2020	Years 2021-2025	Total
Pre-Design and Planning	$ 0	$250,000	$250,000
Total	$ 0	$250,000	$250,000
Funding Sources:	.	.	.
Gas Tax	$ 0	$250,000	$250,000
TOTAL	$ 0	$250,000	$250,000
Annual Operations and Maintenance:			
Estimated Costs	None		
Estimated Revenues	None		
Anticipated Savings Due to Project	None		
Department Responsible for Operations	Public Works		
Quadrant Location	Citywide		

Sidewalks and Pathways

Where is this project happening?

Various Locations Citywide

Links to Other Projects or Facilities

- Accessibility and Safety Improvements
- Fones Road Project

Description

The purpose of this program is to:

- Maintain and repair sidewalks and pathways.
- Construct pathways for pedestrians and bicyclists. Pathways are non-motorized short-cuts that link streets to parks, schools, trails, and other streets.
- Construct new sidewalks based upon the 2004 Sidewalk Program. The program focuses on building sidewalks on at least one side of arterials, major collectors, and neighborhood collectors.

The Transportation Master Plan, which is under development, will provide new prioritization systems and project lists for sidewalks and pathways.

Project List

Sidewalk and pathway repair and maintenance will be identified annually. A multi-year project to repair porous concrete throughout the City is needed.

Pathways are determined on an annual basis.

Sidewalk construction is planned on these streets:

- Elliott Avenue from Division Street to Crestline Boulevard
- Boulevard Road from 15th Avenue to 22nd Avenue
- Fones Road from Pacific Avenue to 18th Avenue (part of larger roadway reconstruction project)
- Eastside Street/22nd Avenue from Fir Street to I-5.

Why is this project a priority?

Sidewalk and pathway repair and maintenance is needed to ensure the safety and function of these facilities. Pathways provide bicyclists and pedestrians more safe and direct off-street routes within neighborhoods. By completing sidewalks on major streets, people are safer and more comfortable walking for transportation and recreation.

Is there a level of service standard or measurable outcome?

We are monitoring the percentage of arterials and major collectors that are "complete streets," providing sidewalks and bike lanes. Currently 76% of these streets have sidewalks on at least one side. Our target is 100%.

What Comprehensive Plan goals and policies does this project address?

This CFP reflects the goals and policies of the 2004 Sidewalk Program and the Olympia Comprehensive Plan.

- **Goal Transportation 6**
  Pathways enhance the transportation network by providing direct and formal off-street routes for bicyclists and pedestrians.

  → **Policy Transportation 6.1**
  Establish and improve pathways in existing built areas.

- **Goal Transportation 21**
  Walking is safe and inviting, and more people walk for transportation.

  → **Policy Transportation 21.3**
  Build new streets and retrofit existing streets to be more inviting for walking with sidewalks, crossing improvements, and streetscape enhancements.

- **Goal Transportation 22**
  Sidewalks make streets safe and inviting for walking.

  → **Policy Transportation 22.2**
  Focus City sidewalk construction on major streets, where heavy traffic volumes and speeds make it difficult for walkers to share space with motor vehicles. Prioritize sidewalk construction projects based upon street conditions, transit routes, and the proximity to destinations such as schools.

Sidewalks and Pathways

Capital Cost:	Year 2020	Years 2021-2025	Total
Maintenance	$250,000	$1,250,000	$1,500,000
Pathways	$175,000	$875,000	$1,050,000
Sidewalks	$700,000	$3,500,000	$4,200,000
Total	$1,125,000	$5,625,000	$6,750,000
Funding Sources:	.	.	.
Gas Tax - Sidewalk	$ 0	$ 0	$ 0
Stormwater Utility Rates	$150,000	$750,000	$900,000
Voted Utility Tax – Sidewalks	$950,000	$4,750,000	$5,700,000
Voted Utility Tax - Parks	$25,000	$125,000	$150,000
Total	$1,125,000	$5,625,000	$6,750,000
Annual Operations and Maintenance:			
Estimated Costs	$50,000 per year has been identified for sidewalk repair and pathway maintenance.		
Estimated Revenues	None		
Anticipated Savings Due to Project	None		
Department Responsible for Operations	Public Works		
Quadrant Location	Citywide		

Street Repair and Reconstruction

Where is this project happening?

Various locations Citywide

Are there other CFP projects that impact this project?

- Bike Program

Description

This program addresses:

- Major reconstruction projects address streets with pavement in the worst condition. These reconstruction projects may add bicycle and pedestrian facilities at the time the street is reconstructed.
- Repair and preservation projects preserve the condition of our streets by sealing cracks and resurfacing with a chip seal. Other repair work may address striping, guardrails, railings, signals, and lighting.

Project List

Major reconstruction projects will require grant funds and other funding sources:

- Legion Way from Water Street to Franklin Street. Construction in 2020.
  Estimated cost: $2 Million
- Franklin Street from Legion Way to State Avenue. Construction in 2021.
  Estimated cost: $4.7 Million
- Capitol Way from Legion Way to State Avenue.
- Washington Street from Legion Way to Olympia Avenue.
- Mottman Road from Mottman Court to South Puget Sound Community College
  Estimated Cost: $5,714,500 (Legislative Transportation Funding anticipated 2023-2027)

Repair and preservation work is identified annually based upon pavement condition ratings.

Why is this project a priority?

The City uses a pavement condition rating system to evaluate the condition of our street surfaces. Depending upon the level of deterioration, a project may require minor preservation work or full reconstruction. The emphasis in this program is to preserve the condition of a street before it deteriorates to a point that more costly full reconstruction is needed.

Currently our backlog of deferred maintenance is approximately $48,000,000. Addressing this backlog would bring the streets in our system that are in poor condition up to fair and good condition.

Is there a level of service standard or measurable outcome?

The pavement condition is rated on every street in the City, ranging from 0-100 (with 0 being the worst and 100 being the best). A segment of street with a rating of 49 or below is poor; 50-69 is fair, and; 70-100 is good. The average pavement condition-rating target is 75. The current system rating is 66.

What Comprehensive Plan goals and policies does this project address?

This CFP reflects the goals and policies of the Olympia Comprehensive Plan.

- **Goal Transportation 29**
  The transportation system is maintained at the lowest life-cycle cost to maximize the City's investment in its infrastructure.

  → **Policy Transportation 29.1**
  Schedule regular maintenance of the City's transportation system for efficiency and greater predictability, and to reduce long-term cost.

  → **Policy Transportation 29.2**
  Protect street pavement by resurfacing streets with low-cost treatments before they deteriorate to a point that requires major reconstruction.

  → **Policy Transportation 25.1**
  Retrofit streets to provide safe and inviting bicycle facilities. Use the Bicycle Master Plan (2009) to guide facilities development but look for other opportunities to provide bicycle facilities where possible.

Street Repair and Reconstruction

Capital Cost:	Year 2020	Years 2021-2025	Total
Repair and Preservation	$1,500,000	$7,500,000	$9,000,000
Major Reconstruction	$1,375,000	$6,625,000	$8,000,000
Total	$2,875,000	$14,125,000	$17,000,000
Funding Sources:	.	.	.
Gas Tax	$275,000	$1,125,000	$1,400,000
REET	$1,100,000	$5,500,000	$6,600,000
Transportation Benefit District (TBD)	$1,500,000	$7,500,000	$9,000,000
Total	$2,875,000	$14,125,000	$17,000,000
Annual Operations and Maintenance:			
Estimated Costs	This project helps minimize the need for additional maintenance funds.		
Estimated Revenues	None		
Anticipated Savings Due to Project	None		
Department Responsible for Operations	Public Works		
Quadrant Location	Citywide		

Transportation Projects with Impact Fees

Background

Transportation projects funded with Impact Fees are projects needed to serve anticipated new growth, consistent with the 2040 Regional Transportation Plan, the Olympia Comprehensive Plan, and the requirements of the Washington State Growth Management Act (GMA).

Projects Needed to Serve New Growth

The GMA requires the City to plan for its share of growth over a 20-year period. Growth projections for Thurston County and the City are developed by the Thurston Regional Planning Council (TRPC). This growth projection is the foundation for much of the Comprehensive Plan. Long-range (20-year) transportation system needs are identified in the Comprehensive Plan and are based on these growth projections. For this CFP, the 20-year growth forecast is adjusted by TRPC to reflect anticipated growth over the next six-year period. The regional transportation model is then updated to reflect this six-year growth increment to identify new transportation projects. The current six-year growth increment expects an additional 6,241 new vehicle trips in the afternoon peak hours (4-6 p.m.) each day on the City's street system. Therefore, the City must plan to address the impacts of these new trips by identifying new transportation projects.

The GMA also requires local governments to establish Transportation Level of Service (LOS) standards. These LOS standards describe acceptable levels of congestion. The City's LOS threshold is based on a two-hour peak traffic period.

Transportation LOS Standards		
Downtown	LOS E	A point at which traffic flow can be expected to be delayed through two full cycles at a signalized intersection.
Urban Corridors	LOS E	
Other City Streets	LOS D	A point at which traffic flow can be expected to be delayed through at least one full cycle at signalized intersections.
Urban Growth Areas	LOS D	

The City has identified several locations that will accept higher levels of delay and these are identified in the Transportation Chapter of the Comprehensive Plan.

These LOS standards serve as a gauge for judging the performance of the transportation system. Transportation projects that meet our LOS standards today but are expected to fall below the LOS standards within the next six years, are the projects we need to build to accommodate the new growth.

Project List

This project list will help serve the forecasted growth from new development:

1. Henderson Boulevard and Eskridge Boulevard Intersection Improvements
2. Fones Road Improvements from Pacific Avenue to 17th Avenue
3. US 101 / West Olympia Access Project Design, Permitting, and Right-of-Way
4. Cain Road and North Street Intersection Improvements
5. Wiggins Road and Herman Road Intersection Improvements

While the forecast is for a six-year period, the needs and timelines will depend upon growth. If new development occurs faster than projections, the timelines for the projects will need to be accelerated. If the development occurs slower than projections, then all the identified projects will not be needed within the current six-year planning period. Impact fees are not collected, and projects are delayed.

Each year the City does an evaluation to determine the amount of development that has occurred in order to ensure transportation system improvements are keeping pace with the rate of actual development.

Developing a Funding Strategy

The projects above total $26.7 million. Of this, $17.3 million will be collected through Transportation Impact Fees. Transportation Impact Fees are paid by new development to address the impacts of new trips on the transportation system. Because some of these future trips originate outside of the City, only a portion of the project costs are collected through impact fees. The remaining $9.4 million will be funded through a combination of State and/or Federal Transportation Grants, and City funds.

Updating Transportation Impact Fees

Each year, impact fees are updated by first calculating a cost per new trip. The total project costs assigned to impact fees ($17.3 million), is divided by the number of new trips expected (6,241), arriving at a cost per trip of $2,767. To this an administrative fee of $20 is added, resulting in a final cost per trip of $2,787.

Each type of new development is assigned a number of trips based on its size and type (various residential and commercial categories). A final impact fee is calculated by multiplying the per-trip cost by the number of trips associated with the new development.

Debt Service

In May 2009, the Council agreed to fund a stimulus package for Harrison Avenue, Harrison Avenue - 500' Extension, Boulevard and Log Cabin roundabout, and 18th Avenue from Hoffman Road to Fones Road. Funding was also needed to pay for a portion of the City's Yelm Highway project. In 2010, the City issued councilmanic debt for approximately $6 million to complete major street capacity projects identified through the City's Concurrency Review. The projects were completed in 2010 at a cost of $18,861,000. The bonds were issued for a 20-year term with the annual debt service payment being funded with impact fees. Debt service is an operational costs and is therefore included in the City's Operating Budget. For 2020, the annual debt services is $438,613. The debt service information presented here in the CFP is for informational purposes only.

Cain Road and North Street Intersection Improvements (Program #0631)

Where is this project happening?

Intersection of North Street and Cain Road

Are there other CFP projects that impact this project?

N/A

Description

Installation of a compact roundabout and sidewalk modification at intersection.

Why is this project a priority?

Installation of a compact roundabout improves motor vehicle safety and flow, particularly during periods of peak traffic. Traffic levels at this intersection will exceed the current LOS standard within the next six years. This improvement will bring the intersection back within the established LOS.

Is there a level of service standard or measurable outcome?

LOS D

Project Type: Capacity project. Deficient within six years.

What Comprehensive Plan goals and policies does this project address?

This CFP reflects the goals and policies of the Olympia Comprehensive Plan.

→ **Policy Transportation 1.6**
Build intersections that are safe for pedestrians, bicyclists, and motor vehicles. Use minimum dimensions (narrow lanes and crossings) for a human-scale environment, while maintaining vehicle access and safety.

→ **Policy Transportation 28.1**
Make it a high funding priority to enhance the operational efficiency of the City's transportation system.

Cain Road and North Street Intersection Improvements

Capital Cost:	Year 2020	Years 2021-2025	Total
Design and Construction	$ 0	$444,613	$444,613
Total	$ 0	$444,613	$444,613
Funding Sources:	.	.	.
Grant	$ 0	$180,513	$180,513
Impact Fees	$ 0	$264,100	$264,100
Total	$ 0	$444,613	$444,613
Annual Operations and Maintenance:			
Estimated Costs	$15,000 per lane mile or $2,550 Annually		
Estimated Revenues	None		
Anticipated Savings Due to Project	None		
Department Responsible for Operations	Public Works		
Quadrant Location	South		

Fones Road—Transportation (Program #0623)

Where is this project happening?

Fones Road from Pacific Avenue on the north to 17th Avenue SE on the south.

Are there other CFP projects that impact this project?

- Sidewalks and Pathways Program

Description

Multi-modal improvements to this corridor are planned, including:

- Lane reconfiguration, roundabout, and traffic signal modifications to address vehicle flow, safety, and truck access to industrial sites.
- Safe and inviting bicycle and pedestrian facilities, such as protected bike lanes, sidewalks and safe crossings, landscaping, and street lighting.

Pre-design work is complete. Full project design work began in 2019 with construction anticipated to begin in 2022/2023.

The project will also include, paving, signs, striping, utility undergrounding, and stormwater improvements.

Why is this project a priority?

Improvements are needed to address bicycle and pedestrian access and safety as well as vehicle flow and safety.

Is there a level of service standard or measurable outcome?

LOS D

What Comprehensive Plan goals and policies does this project address?

This CFP reflects the goals and policies of the 2040 Regional Transportation Plan and the Olympia Comprehensive Plan.

- **Goal Transportation 9**
  The impacts of new land-use development on the transportation system are mitigated appropriately.

  → **Policy Transportation 9.2**
  Require new development to construct improvements or contribute funds towards measures that will improve the function and safety of the streets, such as installing bike and pedestrian improvements, turn pockets or special lanes for buses, or roundabouts, or modifying traffic signals.

- **Goal Transportation 28**
  Transportation facilities and services are funded to advance the goals of the City and the region.

  → **Policy Transportation 28.1**
  Make it a high funding priority to enhance the operational efficiency of the City's transportation system.

Fones Road - Transportation

Capital Cost:	Year 2020	Years 2021-2025	Total
Design and Construction	$600,000	$14,594,026	$15,194,026
Total	$600,000	$14,594,026	$15,194,026
Funding Sources:	.	.	.
Grant	$ 0	$6,168,791	$6,168,791
Impact Fees	$600,000	$8,425,235	$9,025,235
TOTAL	$600,000	$14,594,026	$15,194,026
Annual Operations and Maintenance:			
Estimated Costs	$15,000 per lane mile or $12,000 annually		
Estimated Revenues	None		
Anticipated Savings Due to Project	None		
Department Responsible for Operations	Public Works		
Quadrant Location	South		

Henderson Blvd and Eskridge Blvd Intersection Improvements (Program #0630)

Where is this project happening?

Intersection of Henderson Boulevard and Eskridge Boulevard

Are there other CFP projects that impact this project?

N/A

Description

Install a compact roundabout and make sidewalk modifications at intersection. Roundabout construction would include sidewalk, street lighting, bike lanes, and landscaping within project limits. The City intends to begin construction in 2019. The total project cost is $1.1 million and $54,600 remains to be appropriated to the project.

Why is this project a priority?

A compact roundabout provides better traffic flow during peak periods, reduces the potential for collisions, lowers speeds, and improves pedestrian safety. In the latest annual concurrency review, traffic levels at this intersection will exceed the current LOS standard within the next six years. This improvement will bring the intersection back within the established LOS.

Is there a level of service standard or measurable outcome?

LOS D

Project Type: Capacity Project. Capacity deficient within six years.

What Comprehensive Plan goals and policies does this project address?

This project implements the following Olympia Comprehensive Plan goals and policies:

→ **Policy Transportation 8.5**
Consider roundabouts instead of signals at intersections to maintain traffic flow.

- **Goal Transportation 9**
  The impacts of new land-use development on the transportation system are mitigated appropriately.

- **Goal Transportation 28**
  Transportation facilities and services are funded to advance the goals of the City and the region.

→ **Policy Transportation 28.1**
Make it a high funding priority to enhance the operational efficiency of the City's transportation system. Henderson Blvd and Eskridge Blvd Intersection Improvements

Henderson Blvd and Eskridge Blvd Intersection Improvements

Capital Cost:	Year 2020	Years 2021-2025	Total
Construction	$54,600	$ 0	$54,600
Total	$54,600	$ 0	$54,600
Funding Sources:	.	.	.
Impact Fees	$54,600	$ 0	$54,600
Total	$54,600	$ 0	$54,600
Annual Operations and Maintenance:			
Estimated Costs	$20,630 per lane mile or $4,750 annually.		
Estimated Revenues	None		
Anticipated Savings Due to Project	None		
Department Responsible for Operations	Public Works		
Quadrant Location	South		

Wiggins Road and Herman Road Intersection Improvements (Program #0629)

Where is this project happening?

Intersection of Wiggins Road and 37th Avenue

Are there other CFP projects that impact this project?

- Access and Safety Program

Description

Install a traffic signal within existing intersection configuration.

Why is this project a priority?

A traffic signal provides better traffic flow during peak periods, reduces the frequency of accidents, and improves the LOS during off peak hours. In the latest annual concurrency review, traffic levels at this intersection will exceed the current LOS standard within the next six years. This improvement will bring the intersection back within the established LOS.

If and when widening is needed at this intersection, a roundabout would be considered. Roundabout construction would include sidewalk, street lighting, bike lanes, and landscaping within project limits.

Is there a level of service standard or measurable outcome?

LOS D

Project Type: Capacity project. Deficient within six years.

What Comprehensive Plan goals and policies does this project address?

This project implements the following Olympia Comprehensive Plan goals and policies:

→ **Policy Transportation 8.5**
Consider roundabouts instead of signals at intersections to maintain traffic flow.

- **Goal Transportation 9**
The impacts of new land-use development on the transportation system are mitigated appropriately.

- **Goal Transportation 28**
Transportation facilities and services are funded to advance the goals of the City and the region.

→ **Policy Transportation 28.1**
Make it a high funding priority to enhance the operational efficiency of the City's transportation system.

Wiggins Road and Herman Road Intersection Improvements

Capital Cost:	Year 2020	Years 2021-2025	Total
Design and Construction	$ 0	$510,183	$510,183
Total	$ 0	$510,183	$510,183
Funding Sources:	.	.	.
Grant	$ 0	$207,135	$207,135
Impact Fees	$ 0	$303,048	$303,048
Total	$ 0	$510,183	$510,183
Annual Operations and Maintenance:			
Estimated Costs	$15,000 per lane mile or $2,550.		
Estimated Revenues	None		
Anticipated Savings Due to Project	None		
Department Responsible for Operations	Public Works		
Quadrant Location	South		

US 101/West Olympia Access Project (Program #0623)

Where is this project happening?

US 101 at Kaiser Road and the extension of Yauger Way from the Black Lake Boulevard and US 101 Interchange

Are there other CFP projects that impact this project?

N/A

Description

The initial funding for this project will complete the design, environmental permit and mitigation work, and right-of-way acquisition. The project will construct a new westbound off-ramp from US 101 to Kaiser Road and an eastbound on-ramp from Kaiser Road to US 101. The project will also construct a new westbound off-ramp from US 101 to Yauger Way via an at-grade connection through the existing interchange at US 101 and Black Lake Boulevard. Auxiliary lanes (one eastbound and one westbound) on US 101 will be constructed between Black Lake Boulevard and the new Kaiser Road ramps to facilitate vehicle merging.

Why is this project a priority?

The intersection of Black Lake Boulevard and Cooper Point Road as well as the Black Lake Boulevard and US 101 Interchange are showing the strain of sustained residential and economic growth. Traffic delays during the evening peak period are approaching unacceptable levels and mobility for other travel modes in the area is impacted. There is a need for improved access to US 101 to support planned community growth and maintain emergency access, while providing safe and acceptable levels of service on both the Local and State transportation system.

Additional information on the project can be found on the City's website.

Is there a level of service standard or measurable outcome?

LOS E

Project Type: Capacity project. Deficient within six years without improvements. Meets LOS standard when project is complete.

What Comprehensive Plan goals and policies does this project address?

This CFP reflects the goals and policies of the 2040 Regional Transportation Plan and the Olympia Comprehensive Plan.

- **Goal Transportation 9**
  The impacts of new land-use development on the transportation system are mitigated appropriately.

- **Goal Transportation 28**
  Transportation facilities and services are funded to advance the goals of the City and the region.

  → **Policy Transportation 28.1**
  Make it a high funding priority to enhance the operational efficiency of the City's transportation system.

US 101/West Olympia Access Project

Capital Cost:	Year 2020	Years 2021-2025	Total
Design and Right-of-Way	$ 0	$6,952,308	$6,952,308
Total	$ 0	$6,952,308	$6,952,308
Funding Sources:	.	.	.
Grant	$ 0	$2,822,644	$2,822,644
Impact Fees	$ 0	$4,129,664	$4,129,664
Total	$ 0	$6,952,308	$6,952,308
Annual Operations and Maintenance:			
Estimated Costs	Grant		
Estimated Revenues	Impact Fees		
Anticipated Savings Due to Project	Total		
Department Responsible for Operations	Grant		
Quadrant Location	Impact Fees		

General Capital Facilities Projects

General government facilities are designed to meet a broad spectrum of needs. This Chapter includes projects related to City-owned buildings, the Americans with Disabilities Act (ADA) Program, Home Fund Capital Projects, Economic Development Projects, and Street Tree Maintenance.

General Government facilities are unique. These projects require large capital investments. The need is determined either through a professional condition assessment which includes a lifecycle analysis or community need. Specific Levels of Service are not defined. Although, several projects may not be explicitly included in the City's Comprehensive Plan, it is important to include them in this document because of the amount of the investment along with the vital role they play in ensuring our community's quality of life.

The projects included in this chapter address project feasibility assessments, accessibility improvements at city-owned facilities, major maintenance and repair for the City-owned buildings, housing for those experiencing homelessness, and hazard tree abatement.

Building Repair and Replacement (Program #029)

Where is this project happening?

- City Hall
- Court Services
- Family Support Center
- Hands on Children's Museum
- Lee Creighton Justice Center
- Maintenance Center-Public Works
- Mark Noble Regional Fire Training Center
- Olympia Fire – Command Training Center
- Olympia Fire – Main
- Olympia Fire – 2
- Olympia Fire – 3
- Olympia Fire – 4
- Olympia Police – Firing Range
- The Olympia Center
- Timberland Regional Library
- Washington Center for the Performing Arts

Are there other CFP projects that impact this project?

N/A

Description

This program covers major maintenance to building interior and exterior, as well as equipment replacement at the 16 locations listed above. In 2020, the annual debt service for the Washington Center Exterior Repair will be $236,525 which comes from this program's funding. Funds in the amount of $50,000 for unforeseen emergencies also comes from the CFP program. Below is a list of planned projects for 2020:

Building	Project	Estimated Cost
Hands on Children's Museum	Siding replacement/repair	$187,200
Justice Center	Plumbing repairs Jail visitation room Jail fire alarm	$50,000 $50,000 $300,000
Maintenance Center	Fleet crane and vehicle lift	$160,000
OFD Main	HVAC renewal Shower pan leak	$75,000 $60,000
Olympia Center	HVAC renewal	$75,000
Washington Center	Seismic evaluation	$90,000
All	Computerized Maintenance System	$50,000

Why is this project a priority?

An update to the 2013 building condition assessment was done in 2019. The purpose was to evaluate the state of the major systems and equipment, identify repair and replacement needs, prioritize identified needs, and develop planning level cost estimates. Based on the draft 2019 report, the City's facility repair and replacement costs are estimated to exceed $5 million per year over the next six years, which leaves a funding gap of $22.2 million. The final report should be completed by the fall.

Is there a level of service standard or measurable outcome?

N/A

What Comprehensive Plan goals and policies does this project address?

Although not included specifically in the Comprehensive Plan, the City's Long Term Financial Strategy (LTFS) states that we should maintain what we have before we add new.

General Revenues to Support General Facilities

In the past several years, General Facilities projects were supported primarily by Cable TV tax and an annual contribution from the General Fund. For 2020, Cable TV tax revenue continues as a funding source, but is trending 7% below the previous year's revenue. There will be no contribution from the General Fund. Public Facility District revenues will be used fund projects on the Hands On Children Museum. Maintenance Center rental rates will support the Maintenance Center projects and Interest revenue will help support projects. Below is a list revenue sources for 2020:

CFP General Revenue Sources	2020 Revenues
Cable TV Tax (6%)	$860,000
General Fund Contribution	$0
Interest	$100,000
PFD Reserves*	$187,000
Maintenance Center Rental Rates*	$143,394
	$1,290,394

**These revenues support specific projects within the Building Repair and Replacement Program; i.e. Hands on Children's Museum and Maintenance Center.*

Building Repair and Replacement

Capital Cost:	Year 2020	Years 2021-2025	Total
Major Maintenance	$1,090,394	$7,000,000	$8,090,394
Total	$1,090,394	$7,000,000	$8,090,394
Funding Sources:	.	.	.
CFP General Revenue	$1,090,394	$7,000,000	$8,090,394
Total	$1,090,394	$7,000,000	$8,090,394
Annual Operations and Maintenance:			
Estimated Costs	None		
Estimated Revenues	None		
Anticipated Savings Due to Project	None		
Department Responsible for Operations	Public Works		
Quadrant Location	Citywide		

4th and Columbia Mixed Use Project Feasibility (Program #0211)

Where is this project happening?

4th and Columbia

Are there other CFP projects that impact this project?

- 112 and 116 4th Ave Property Acquisition

Description

This program covers the feasibility analysis, stakeholder involvement, architectural modeling, and private partner solicitation for a perspective mixed use development on City owned property at the corner of 4th and Columbia. In its current state the property is predominately being used as surface parking.

The project will have feasibility expenses for site characterization such as environmental review, soil testing, geotech analysis, and land survey as well as financial feasibility which includes financial analysis and proforma modeling.

Stakeholder involvement would encompass public outreach and participation, communications, and partner engagement. Some specific partners to engage will be the Heritage Commission and business representatives to the PBIA.

Architectural modeling would include preliminary design work and cost projections.

Private partner solicitation relates to Request for Proposal drafting, marketing, and selection guidance for any private sector component to the project.

Funding for this project was appropriated in 2019. No new funding is required for 2020.

Why is this project a priority?

The Downtown Strategy goal LU.7 specifically states that city owned surface parking lots be examined for redevelopment to higher and better uses. Additionally Comprehensive Plan goal PL11.5 discusses the support of parking structures downtown and along urban corridors.

Is there a level of service standard or measurable outcome?

N/A

What Comprehensive Plan goals and policies does this project address?

- **(Downtown Strategy) Goal Land Use 7**
  Explore how City-owned properties could be redeveloped through public/private partnerships to meet public goals.

→ **(Comprehensive Plan) Policy Land Use and Urban Design 11.5**
Encourage the efficient use and design of commercial parking areas; reduce parking space requirements (but avoid significant overflow into residential areas); support parking structures, especially downtown and in urban corridors; and designate streets for on-street parking where safe.

4th and Columbia Mixed Use Project Feasibility

Capital Cost:	Year 2020	Years 2021-2025	Total
4th and Columbia Feasibility	$ 0	$ 0	$ 0
TOTAL	$ 0	$ 0	$ 0
Funding Sources:	.	.	.
Economic Development Fund Program #0211	$ 0	$ 0	$ 0
TOTAL	$ 0	$ 0	$ 0
Annual Operations and Maintenance:			
Estimated Costs	None		
Estimated Revenues	None		
Anticipated Savings Due to Project	None		
Department Responsible for Operations	Public Works		
Quadrant Location	Citywide		

ADA Program

Where is this project happening?

Various City-owned buildings and facilities

Are there other CFP projects that impact this project?

- Transportation and Parks currently includes ADA modifications in their programs. This project focuses on non-transportation or Parks related projects

Description

Modification of existing buildings/facilities to ensure accessibility.

Why is this project a priority?

Compliance with American with Disabilities Act (ADA) provides accessibility to City buildings and facilities.

Is there a level of service standard or measurable outcome?

N/A

What Comprehensive Plan goals and policies does this project address?

This CFP reflects the goals and policies of the Olympia Comprehensive Plan:

ADA Program

Capital Cost:	Year 2020	Years 2021-2025	Total
ADA Projects	$150,000	$ 0	$150,000
Total	$150,000	$ 0	$150,000
Funding Sources:	.	.	.
CFP General Revenues	$150,000	$ 0	$150,000
Total	$150,000	$ 0	$150,000
Annual Operations and Maintenance:			
Estimated Costs	None		
Estimated Revenues	None		
Anticipated Savings Due to Project	None		
Department Responsible for Operations	Public Works and Parks		
Quadrant Location	Citywide		

Olympia Home Fund

Where is this project happening?

2828 Martin Way

Other affordable housing projects or property acquisition will be determined in future years.

Are there other CFP projects that impact this project?

Projects to be determined

Description

The Home Fund was established in 2018 through an initiative adding one tenth of one percent to the sales tax rate. It is anticipated that the fund will generate approximately $2.3 million per year for the construction and operation of supportive housing for Olympia's most vulnerable homeless residents.

A Home Fund Advisory Board was established by Council in March 2019. That advisory group will review applications and make recommendations for capital awards, annually. Council approved their first award recommendation, for 60 units of supportive housing and a 60 bed low-barrier shelter on Martin Way, in June of 2019. The Low Income Housing Alliance will lead the development of that project and Interfaith Works will operate the shelter and provide staffing for the supportive housing.

Debt Service

In addition, to the Capital Awards projects, the Home Fund sales tax revenue also supports the ongoing debt service costs for the original purchase of the Martin Way property. Debt services is not a capital expenditure and therefore is presented in the City's Operational Budget. In 2020, this debt service will be $481,000.

Why is this project a priority?

The Olympia Home Fund was established to assist with the construction of supportive housing for Olympia's most vulnerable homeless citizens.

Is there a level of service standard or measurable outcome?

Homelessness is eliminated in the City of Olympia

What Comprehensive Plan goals and policies does this project address?

- **Goal Public Services 3**
  Affordable Housing is available for all income levels throughout the community.

- **Goal Public Services 5**
  Special needs populations, such as people with developmental disabilities, the homeless, the frail elderly, and others who have difficulty securing housing, have adequate, safe, and affordable housing.

Olympia Home Fund

Debt Service Cost	Year 2020	Years 2021-2025	**Total**
Capital Awards (TBD)	$1,009,500	$5,924,000	$6,933,500
Environment Study (Martin Way)	$15,000	$ 0	$15,000
Total	$1,024,500	$5,924,000	$6,948,500
Funding Sources:	.	.	.
Home Fund Sales Tax Revenue	$1,024,500	$5,924,000	$6,948,500
Total	$1,024,500	$5,924,000	$6,948,500
Annual Operations and Maintenance:			
Estimated Costs	Home Fund dollars will be used to fund both capital and operating expenses. No less than 60% of the fund can be used for capital costs per the RCW and the City's adopted Administrative and Financial Plan anticipates that 65% of the funding will be used to increase housing supply, 7% will be used to expand shelter options, 20% will be used for operations and supportive services and 8% will be used to support implementation.		
Estimated Revenues	$2,300,000 annually for capital and operating. The City anticipates that many Home Fund dollars will be leveraged with county, state and federal dollars to make our projects more competitive for state and federal resources.		
Anticipated Savings Due to Project	None		
Department Responsible for Operations	Community Planning and Development		
Quadrant Location	Countywide		

Hazard Tree Abatement Fund

Where is this project happening?

City owned properties

Are there other CFP projects that impact this project?

N/A

Description

This program addresses trees on City-owned properties assessed by a qualified professional as being an imminent hazard to people or property. Properties for which this program is used are generally City properties that do not have other maintenance funds.

Why is this project a priority?

Minimize damage to people and property by hazardous trees.

Is there a level of service standard or measurable outcome?

N/A

What Comprehensive Plan goals and policies does this project address?

- **Goal Natural Environment 3:**
  A healthy and diverse urban forest is protected, expanded, and valued for its contribution to the environment and the community.

Hazard Tree Abatement Fund

Capital Cost:	Year 2020	Years 2021-2025	Total
Major Maintenance	$50,000	$650,000	$700,000
Total	$50,000	$650,000	$700,000
Funding Sources:	.	.	.
CFP General Revenue	$50,000	$650,000	$700,000
Total	$50,000	$650,000	$700,000
Annual Operations and Maintenance:			
Estimated Costs	None		
Estimated Revenues	None		
Anticipated Savings Due to Project	Save on any accidents or problems due to hazardous trees		
Department Responsible for Operations	Community Planning and Development		
Quadrant Location	Citywide		

Drinking Water Projects

The mission of the Drinking Water Utility is to ensure a safe and sustainable supply of drinking water for the community. Four key influencing factors drive the development of the nine water capital project programs identified in the Capital Facilities Plan:

- **Regulation/Compliance.**
  Achieve legal compliance with the Federal Safe Drinking Water Act (SDWA), Washington State Department of Health (DOH) regulations, and the Uniform Fire Code (UFC) fireflow criteria.
- **Adopted Sustainability Philosophy.**
  Manage the water in sustainable ways and develop integrated solutions that solve more than one problem at a time.
- **Growth.**
  Accommodate growth as defined by Olympia's Comprehensive Plan and continue to provide and improve service to existing customers.
- **Operational and System Delivery Strategies.**
  Manage water as a limited resource, meet water regulation objectives using approaches that limit human influence on the naturally good quality of water Olympia has, and implement system changes for cost-effective delivery.

Drinking Water capital facilities are designed and built to provide citizens with safe and sustainable drinking water. Drinking Water capital program activities acknowledge the importance of managing the water as a limited, precious resource that needs to be protected, conserved, and managed responsibly.

The 2015-2020 Water System Plan serves as the basis for the development of the Drinking Water Capital Facilities Plan. The projects contained in the CFP are funded annually through Drinking Water Utility rates and General Facilities Charges (GFCs). Low interest state loans and grants are pursued as available. The 2015-2020 Water System Plan includes a financial strategy for planned capital improvements that involves a combination of cash and debt financing.

Growth-Related Projects

Projects that fall under this category are associated with work needed to accommodate new development and are funded by GFC revenue. When a project serves both new and existing development, a portion of the project cost will also be funded through Drinking Water Utility rates.

Project	% Growth Related
Distribution System Oversizing	100%
Briggs Well Construction	100%
Briggs Well Design	100%
Eastside St & Henderson Blvd Water Main Ext. Design	25%
Eastside St & Henderson Blvd Water Main Ext. Construction	25%
Fones Road Water Main Construction	25%
Hoffman Well Treatment Design	100%

Level of Service (LOS) Determinations

- **Level of Service I**
  The first level of service (LOS I) involves maintaining the current system as-is and addressing the need to remain in regulatory compliance for water quality and quantity requirements.

  → Meet minimal standards for water pressure (30 psi) and UFC fireflow criteria.

  → Addressing new State and Federal Safe Drinking Water Act requirements.

  → Addressing existing system deficiencies due to growth or infrastructure failure.

- **Level of Service II**
  The second level of service (LOS II) focuses on more proactive system maintenance and anticipating future regulatory needs.

  → Anticipates future water quality regulations and develops facilities that will accommodate the increased requirements prior to the system becoming deficient.

  → Goes beyond the required minimum of 30 psi average water pressure for residents and strives to improve the minimum to 40 psi. The higher standard is the most cost-effective approach to anticipating and meeting system growth needs. LOS II also strives to eventually eliminate areas within the system that do not meet UFC fireflow criteria.

- **Level of Service III**
  The final level of service (LOS III) recognizes Olympia's commitment to sustainability and to the approach of managing water as a limited resource. LOS III projects and programs address DOH regulations to a further extent, with the underlying driver to be a responsible water steward and purveyor.

  → To comply with DOH regulations, there must be some form of conservation activity within an adopted Water Plan. The degree to which the City of Olympia approaches a conservation program is a component of managing a limited resource.

Capital Facilities Projects by Level of Service
LOS I • **Asphalt Overlay Adjustments**
LOS II • **Small Diameter Water Pipe Replacement** • **Transmission and Distribution Projects** • **Water Source Development and Protection** • **Water System Planning** • **Water Storage Systems**
LOS III • **Groundwater Protection/Land Acquisition** • **Infrastructure Pre-Design and Planning** • **Reclaimed Water**

Level of Service Standards

Municipal utilities in the United States and elsewhere commonly use LOS standards to evaluate whether the physical systems or operations are functioning to an adequate level. LOS can be defined in terms of the customer's experience of utility service and/or technical standards based on the professional expertise of Utility staff.

These LOS standards can help guide investments in maintenance and repair and replacement. New assets can be used to establish design criteria and prioritize needs. Using a structured decision process that incorporates LOS standards can help a utility achieve desired service outcomes while minimizing life-cycle costs.

The Drinking Water Utility has developed a set of formal LOS standards. Utility staff used the following criteria in selecting LOS:

- Specific goal or expectation
- Customer and community focus
- Quantifiable and measurable
- Relatively simple to understand and apply
- Available budget constraints for maintenance, repair and replacement

The selected LOS standards are in the following areas:

- System performance (including service interruption due to breakage, pressure, system reliability)
- Sustainability (energy efficiency)
- Customer service (response to water quality and service- related complaints)

These LOS standards have been incorporated in the development of this Capital Facilities Plan. Since regulatory compliance is considered a given, these LOS standards address issues of concern for customers beyond regulatory minimums and those that have an influence on decisions regarding infrastructure investments.

The LOS standards are:

System Performance

- Service interruption due to line breaks. During a three-year period, no customer will experience more than two service interruptions due to a line break; such service interruptions will average four hours or less.
- Pressure. Water will be delivered to new construction at a minimum pressure of 40 psi at the service meter.
- System reliability with largest water source off-line. Utility will meet wintertime demands (inside use only) with the loss of our largest water source (McAllister Wellfield). This would require complete curtailment of all outside and non-essential water use but would maintain service for critical needs such as drinking, cooking, sanitation and firefighting.

Sustainability

- Energy efficiency. All pumps are rated 80% efficient or higher, unless it is not cost-effective to do so (i.e., the value of energy savings would not pay back the cost of the improvement within five years).

Customer Service

- The Utility responds to main breaks within 15 minutes during business hours and within one hour outside business hours.
- The Utility responds to low pressure and water quality complaints by the end of the following business day.

Annual Operations and Maintenance

The water supplied to Olympia flows through concrete, cast iron, galvanized, asbestos cement (AC), ductile iron, and PVC pipe. These lines, in general, have a life expectancy of at least 50 years. New water lines are typically replaced with ductile iron, ductile iron cement lined, or high density polyethylene (HDPE) pipes. Currently, most maintenance work involves repairs to the older asbestos cement water lines and non-ductile iron connections, and valves within the City. Breaks within these lines are usually caused by age, geological shifts within the ground or from construction work. Replacing these aging facilities will help to reduce operations and maintenance costs.

The annual operations and maintenance costs for both potable water and reclaimed water represent an overall average that is subject to change due to unique circumstances that may be encountered at each location. For new infrastructure, initial operations, and maintenance costs for repairs, replacements, and cleaning are minimal. As the infrastructure ages, maintenance costs will increase.

Annual Operations and Maintenance Costs	
Repair service leak (3/4"–1")	$ 1,200 per repair
Install service (meter) on a 3/4" –1" line	$ 2,500 per install
Install small main (2" line)	$ 130 per linear foot
Install 6" or larger main	$ 180 per linear foot
Main line valve installation and replacement	$ 6,000 per install
Main line (2"–8" line) leak repair	$ 4,500 per repair
Fire hydrant installation or replacement	$ 6,000 per install
Fire hydrant repair	$ 1,000 per repair
Reservoir maintenance (e.g. Meridian)	$ 37,500 annually
Pump station maintenance	$ 57,000 per station

Project Components Commonly Used in Drinking Water Projects	
Hydrants	Connection or placement of new hydrants as necessary.
Hydraulic Modeling	Use of a mathematical model to determine the size of a water line based on the volume of water passing through the line.
Groundwater Protection Plans	Update and develop groundwater protection plans to ensure that drinking water supplies are protected from potential contamination from activities in the surrounding areas.
Intersections at Grade	Where a road or street meets or crosses at a common grade or elevation with another road or street.
Reservoirs	Storage facility for water based on life-cycle costing and evaluation of options.
Valves	Mechanical devices by which the flow of water may be started, stopped, or regulated as necessary.
Vaults	Structures that provide access to underground valves and pumps with the connection of new water pipes.
Water Lines	Water supply pipe that connects the water storage source to lines located at the street.
Water Quality and Treatment	Use various technologies to ensure safety of the City's water storage systems.
Water Rights	Legal authorization to put water to beneficial use.
Water System Structures and Equipment	In conjunction with reservoirs, including booster pump stations. Includes castings, maintenance holes, inlets, and covers.
Watershed Remodeling and Plan	Maintain updated documents presenting the findings and recommendations for a Watershed Management Program.
Wells	Drill and develop new wells as needed to ensure adequate future water supplies.

Asphalt Overlay Adjustments—Water (Program #9021)

Where is this project happening?

Various locations Citywide

Are there other CFP projects that impact this project?

- Street Repair and Reconstruction Projects—Transportation section
- Asphalt Overlay Adjustments—Wastewater section

Description

Make necessary adjustments to raise water system components to street level in conjunction with the annual asphalt overlay/ street reconstruction process. This is a pass-through amount that is used by the Transportation Street Repair and Reconstruction Project for water facilities.

Why is this project a priority?

Asphalt overlay and street reconstruction projects require the adjustment of water system structures and equipment (e.g., castings, maintenance holes, inlets, and covers) during construction as part of the paving process.

Is there a level of service standard or measurable outcome?

LOS I – See program overview for LOS definitions.

What Comprehensive Plan goals and policies does this project address?

This CFP reflects the goals and policies of the Olympia Comprehensive Plan.

- **Goal Utilities 3**
  Utilities are developed and managed efficiently and effectively.

  → **Policy Utilities 3.1**
  Utilities are developed and managed efficiently and effectively.

  → **Policy Utilities 7.7**
  Develop and maintain adequate storage, transmission, and distribution facilities.

Asphalt Overlay Adjustments - Water

Capital Cost:	Year 2020	Years 2021-2025	Total
Construction	$14,000	$70,000	$84,000
Total	$14,000	$70,000	$84,000
Funding Sources:	.	.	.
Rates	$14,000	$70,000	$84,000
Total	$14,000	$70,000	$84,000
Annual Operations and Maintenance:			
None			

Infrastructure Pre-Design and Planning—Water (Program #9903)

Where is this project happening?

City water service area

Are there other CFP projects that impact this project?

N/A

Description

Perform pre-design evaluation and analysis of water project alternatives in order to recommend projects identified in the Water System Plan and support other City project planning requirements that occur outside of the annual CFP process.

Project List

Year	Project Description	Cost Estimated
2020-2025	Pre-Design and Planning	$1,500,000

Why is this project a priority?

The City's Water System Plan and six-year Financial Plan identify projects from a planning level perspective based on detected deficiencies in a specific portion of the system. They also include planning level cost estimates done at the time the plan was developed and may not include enough detail in the scope to accurately assess project costs. This program evaluates these projects prior to their appropriation in the annual Capital Facilities Plan update. It ensures accurate scope of work and cost estimates and a full evaluation of project alternatives. Other uses for this information include project scheduling, assessment of rate impacts, and cash flow planning.

Is there a level of service standard or measurable outcome?

LOS III – See program overview for LOS definitions.

What Comprehensive Plan goals and policies does this project address?

This project reflects the following goals and policies of the Olympia Comprehensive Plan.

- **Goal Utilities 7**
  The drinking water system is reliable and is operated and maintained so that high quality drinking water is delivered to customers.

→ **Policy Utilities 7.3**
Design Olympia's water supply system to achieve the most favorable and practical fire insurance rating, consistent with adopted service levels.

→ **Policy Utilities 7.7**
Develop and maintain adequate storage, transmission, and distribution facilities.

Infrastructure Pre-Design and Planning - Water

Capital Cost:	Year 2020	Years 2021-2025	Total
Engineering	$250,000	$1,250,000	$1,500,000
Total	$250,000	$1,250,000	$1,500,000
Funding Sources:	.	.	.
Rates	$250,000	$1,250,000	$1,500,000
Total	$250,000	$1,250,000	$1,500,000
Annual Operations and Maintenance:			
Estimated Costs	None		
Estimated Revenues	None		
Anticipated Savings Due to Project	None		
Department Responsible for Operations	Public Works		
Quadrant Location	Citywide		

Reclaimed Water—Water (Program #9710)

Where is this project happening?

Various Locations Citywide. See Project List.

Are there other CFP projects that impact this project?

N/A

Description

This program is targeted towards delivery of reclaimed water. Reclaimed water is delivered through a separate distribution system that consists of purple colored pipes, connections, and distribution points for easy identification. Reclaimed water is recycled municipal wastewater that has been cleaned and treated in order to remove pollutants and contaminants so that the water can be safely reused for a variety of approved uses, such as irrigation.

Project List

Year	Project Description	Cost Estimated
2021	Reclaimed Water Filling Stations. Install reclaimed water filling stations at convenient locations for contractors to use on construction projects. This project will reduce the likelihood of cross connections occurring and increase the use of reclaimed water.	$134,000

Why is this project a priority?

Given that sources of potable water are limited, State law and Olympia's Water System Plan strongly encourage the use of reclaimed water as a resource to help meet current and future water needs. The LOTT Sewer Plan calls for the use of reclaimed water by each of the LOTT partner cities. LOTT is now producing reclaimed water at its Budd Inlet Reclaimed Water Plant and Martin Way Reclaimed Water Plant to help meet Federal and State water quality discharge standards to protect Budd Inlet. Water treated at the Budd Inlet Reclaimed Water Plant is now being used for irrigation at the Port of Olympia, the City's Percival Landing Park, and the State's Heritage and Marathon Parks.

Is there a level of service standard or measurable outcome?

LOS III – See program overview for LOS definitions.

What Comprehensive Plan goals and policies does this project address?

This project reflects the following goals and policies of the Olympia Comprehensive Plan.

- **Goal Utilities 4**
  Use Olympia's water resources efficiently to meet the needs of the community, reduce demand on facilities, and protect the natural environment.

  → **Policy Utilities 4.1**
  Encourage and allow re-use techniques, including rainwater collection, greywater systems, and use of Class A reclaimed water as alternatives to use of potable water, in order to enhance stream flows or recharge aquifers, while also protecting water quality.

  → **Policy Utilities 4.6**
  Advance the use of reclaimed water as defined in Council-adopted policies.

Reclaimed Water - Water

Capital Cost:	Year 2020	Years 2021-2025	Total
Construction	$107,000	$107,000	$214,000
Design and Engineering	$27,000	$26,800	$53,800
Total	$134,000	$133,800	$267,800
Funding Sources:	.	.	.
Rates	$134,000	$134,000	$268,000
Total	$134,000	$134,000	$268,000
Annual Operations and Maintenance:			
Estimated Costs	None		
Estimated Revenues	None		
Anticipated Savings Due to Project	None		
Department Responsible for Operations	Public Works		
Quadrant Location	Citywide		

Small Diameter Water Pipe Replacement (Program #9408)

Where is this project happening?

Various locations based on the Utility's Small Diameter Water Pipe Upgrade Plan. Projects selected are based on service complaints, and operation and maintenance records of leaks and main breaks.

Are there other CFP projects that impact this project?

N/A

Description

Replace small diameter substandard water pipes within the existing system. Project components may include hydraulic modeling, valves, vaults, and water lines.

Project List

Location Street	From	To
7th Avenue	Central Street	Boundary Street
Boundary Street	9th Avenue	8th Avenue
Fir Street	4th Avenue	State Avenue
Giles Street	Thomas Street	Division Street
Percival Street	Harrison Avenue	Jackson Avenue
Puget Street	4th Avenue	State Avenue
Union Avenue	Central Street	Fir Street
7th Avenue	Boundary Street	Central Street
Thurston Avenue	Tullis Street	Puget Street
Amhurst Street	18th Avenue	20th Avenue
Brown Street	18th Avenue	22nd Avenue

Location Street	From	To
Eastside Circle	To End	To End
End of Rogers Court	South of 11th Court	End of Street
McCormick Street	13th Avenue	Union Avenue
13th Avenue	Fir Street	Fairview Street
Fir Street	14th Avenue	13th Avenue
Evergreen Park Lane	At Cul-de-sac	At Cul-de-sac
Water Street	22nd Avenue	24th Avenue

Why is this project a priority?

The City is responsible for providing domestic and firefighting water flows at minimum pressures as established by the Department of Health. This program implements the improvements outlined in the 2015-2020 Water System Plan. The Plan identifies location, size, and timing of major and minor water main distribution line improvements. The Plan also identifies deficient areas that require looping or upgrading to improve flows and pressures. This project provides improvements to the basic system to assure adequate pressure and flow for domestic and firefighting situations. Maintenance records and service complaints are used to identify the lines needing replacement.

Is there a level of service standard or measurable outcome?

LOS II – See program overview of LOS definitions.

What Comprehensive Plan goals and policies does this project address?

This CFP reflects the goals and policies of the Olympia Comprehensive Plan.

- **Goal Utilities 7**
  The drinking water system is reliable and is operated and maintained so that high quality drinking water is delivered to customers.

  → **Policy Utilities 7.3**
  Design Olympia's water supply system to achieve the most favorable and practical fire insurance rating, consistent with adopted service levels.

  → **Policy Utilities 7.7**
  Develop and maintain adequate storage, transmission, and distribution facilities.

Small Diameter Water Pipe Replacement

Capital Cost:	Year 2020	Years 2021-2025	Total
Construction	$ 0	$1,600,800	$1,600,800
Design and Engineering	$ 0	$400,200	$400,200
Total	$ 0	$2,001,000	$2,001,000
Funding Sources:	.	.	.
Rates	$ 0	$2,001,000	$2,001,000
Total	$ 0	$2,001,000	$2,001,000
Annual Operations and Maintenance:			
Estimated Costs	None		
Estimated Revenues	None		
Anticipated Savings Due to Project	Decreases cost of line breaks — estimated at $2,000 per repair. Some main breaks also require extensive road restoration costs.		
Department Responsible for Operations	Public Works		
Quadrant Location	Citywide		

Transmission and Distribution Projects—Water (Program #9609)

Where is this project happening?

Various locations within the existing system as service complaints and operation and maintenance records indicate. See Project List.

Are there other CFP projects that impact this project?

- Sewer Pipe Extensions—Sewer Program
- Fones Road—Transportation Impact Fee section
- Thurston County CFP

Description

This program includes projects necessary to rehabilitate and replace existing transmission and distribution facilities, including water mains, valves, fire hydrants, service meters, and booster pump stations. These projects are targeted to respond to identified capacity problems (related to flow, pressure, firefighting) as well as to replace infrastructure that is beyond its useful life. This program also includes installing new transmission mains to connect new key facilities to the system.

Projects are often coordinated with other public works projects (e.g., road improvements), to take advantage of cost efficiencies and to minimize inconvenience to citizens. Specific components covered under this program include hydrants, hydraulic modeling, valves, vaults, water lines, and water system structures and equipment.

Project List

Year	Project Description	Cost Estimate
2020	Water Meter Replacement Program. This project will provide for a systematic replacement of water meters and AMR radios.	$312,000
2020-2022	Fones Road Water Main Construction (N:C7). This project installs a new water main to replace an existing AC water main in Fones Road from Pacific Avenue to 18th Avenue, to be coordinated with a planned roadway reconstruction. This project is partially funded by GFCs.	$2,819,000
2020-2025	Asset Management Program. This project will begin the process to provide an asset management plan to replace,	$300,000

	rehabilitate, and maintain the City's water system to ensure it is reliable.	
Year	**Project Description**	**Cost Estimate**
2020, 2022, and 2024	Cross Country Mains. This project will identify water mains that are located outside of roadways and cross through neighborhoods. The project will determine if the water mains have easements and if they should be relocated to areas that have easier access for maintenance.	$75,000
2020-2025	Distribution System Oversizing. This project funds oversizing of distribution pipeline projects associated with development-related improvement to provide additional capacity to meet anticipated future needs that may be greater than at the time of development. This project is funded by GFCs.	$210,000
2020-2025	Security and Remote Systems Program. This project will provide enhancements to the security and remote monitoring systems of Drinking Water Utility sites.	$384,000
2021, 2023, and 2025	Aging Pipe Replacement. This is an annual project to replace substandard pipe throughout the City. Each year based on maintenance records and asset a scores, the City will choose which pipes to replace based on age and material. The primary focus is on Asbestos Cement (AC) pipe. Currently 40% of the City's water system is comprised of AC pipe which is prone to leaking and breaks.	$2,001,000
2021, 2023, and 2025	Corrosion Control Aeration Tower Condition Assessment and Upgrades. The City has three corrosion control towers that will need periodic large-scale maintenance that is beyond the normal day-to-day maintenance. This project will assess the work that is needed and perform the upgrades.	$105,000

2021, 2023, and 2025	Distribution and Transmission Main Condition Assessment. This project is a part of the asset management program to assess the condition and reliability of the distribution mains to prioritize repair or replacement.	$450,000

Year	Project Description	Cost Estimate
2024	Eastside Street and Henderson Boulevard Water Main Extension Design. This project will design a new 16-inch water main to replace an existing 10-inch pipe that presents a bottleneck in the Zone 264 distribution system. The replacement line will connect to an existing 16-inch main at Eastside Street, where it originates as a tap off of the 36-inch transmission main near the Fir Street Storage Tanks. The new line will then extend approximately 3,500 feet through the City's Maintenance Center property and across Henderson Boulevard, terminating at an existing 12- inch main that feeds a portion of Zone 264 west of Henderson. This project is partially funded by GFCs.	$347,000
2025	Eastside Street and Henderson Boulevard Water Main Extension Construction. This project will construct a new 16-inch water main to replace an existing 10-inch pipe that presents a bottleneck in the Zone 264 distribution system.	$1,383,000

Why is this project a priority?

This program will ensure that existing distribution and transmission facilities are rehabilitated and replaced as needed in order to continue to secure a safe and sustainable water supply. Priority projects are targeted to those areas of the water system that fall short of meeting DOH standards for water pressure and UFC fire flow criteria or have ongoing maintenance problems (e.g., a history of repeated main breaks). This program also provides funding for installing new transmission mains to connect new critical source and storage facilities to the water system.

Is there a level of service standard or measurable outcome?

LOS II – See program overview of LOS definitions.

What Comprehensive Plan goals and policies does this project address?

This Project reflects the following goals and policies of the Olympia Comprehensive Plan.

- **Goal Utilities 7**
  The drinking water system is reliable and is operated and maintained so that high quality drinking water is delivered to customers.

→ **Policy Utilities 7.3**
Design Olympia's water supply system to achieve the most favorable and practical fire insurance rating, consistent with adopted service levels.

→ **Policy Utilities 7.4**
Continue and improve maintenance management, including preventive maintenance, repairs and replacements.

→ **Policy Utilities 7.6**
Continue to improve operations and maintenance program management, including safety, asset management and meter replacement.

→ **Policy Utilities 7.7**
Develop and maintain adequate storage, transmission and distribution facilities.

Transmission and Distribution Projects - Water

Capital Cost:	Year 2020	Years 2021-2025	Total
Construction	$2,644,000	$5,761,800	$8,405,800
Design and Engineering	$147,000	$1,568,200	$1,715,200
Total	$2,791,000	$7,330,000	$10,121,000
Funding Sources:	.	.	.
General Facilities Charges	$615,000	$1,187,000	$1,802,000
Rates	$2,176,000	$6,143,000	$8,319,000
Total	$2,791,000	$7,330,000	$10,121,000
Annual Operations and Maintenance:			
Estimated Costs	Minimal maintenance on new transmission main		
Estimated Revenues	None		
Anticipated Savings Due to Project	Decreases cost of line breaks—estimated at $3,500 per repair. Some main breaks also require extensive road restoration costs.		
Department Responsible for Operations	Public Works		
Quadrant Location	Citywide		

Water Source Development and Protection (Program #9700)

Where is this project happening?

Various location Citywide.

Are there other CFP projects that impact this project?

N/A

Description

The overall goal of this program is to develop and maintain a water source system that provides adequate water source and water quality in compliance with Federal and State safe drinking water standards. Specific project types include water source reliability, water quality and treatment, water system structures, and equipment.

Project List

Year	Project Description	Cost Estimate
2020	Olympia Brewery Water Engineering Analysis. This project continues work to develop this new source in conjunction with Tumwater and Lacey. This project will develop a Wellhead Protection Plan and Water Rights Re-Perfection Strategy, as well as decommission existing tanks and wells. This project is funded by GFCs.	$400,000
2020-2025	McAllister Mitigation (Smith Property Restoration). This is an annual project to restore the Smith farm located near the Deschutes River as part of the mitigation plan related to the operations of the new McAllister Wellfield. Reforestation of a riparian zone along the Deschutes River will improve fish habitat. This project is partially funded by GFCs.	$216,000
2020-2025	McAllister Wellfield Mitigation (Woodland Creek Infiltration Facility) O&M Costs. This is a joint project with Lacey. Olympia will participate in the operations and maintenance costs as part of the mitigation for the McAllister Wellfield project. This project is partially funded by GFCs.	$78,000
2022	Hoffman Well Treatment Design. This project will design hypo-chlorination and iron/manganese removal treatment facilities for the Hoffman Well 3, needed to provide high quality water from this source. This project is funded by GFCs.	$720,000

Year	Project Description	Cost Estimate
2023	Briggs Well Design. The City previously purchased and transferred water rights to the Briggs well. This project will design a new groundwater supply well in the Briggs Urban Village Area to supply Zone 338 with an additional anticipated 1,100 gallons per minute of source capacity, enhancing supply redundancy and reliability for Zones 417 and 338. Drilling was originally scheduled for 2008, but the project was delayed primarily due to the need for costly iron and manganese treatment. The City obtained approval to extend the water rights development schedule until 2019 and hopes to negotiate additional extensions as needed. This project is funded by GFCs.	$720,000
2023	Hoffman Well Treatment Construction. This project will construct hypo-chlorination and iron/ manganese removal treatment facilities for the Hoffman Well 3, needed to provide high quality water from this source. This project is funded by GFCs.	$2,880,000
2024	Briggs Well Construction. This project will construct a new groundwater supply well, and associated iron and manganese treatment facilities, in the Briggs Urban Village Area. This project is partially funded by GFCs	$2,880,000

Why is this project a priority?

The Safe Drinking Water Act (SDWA) of 1974 signaled the beginning of a new age in public water supply. The detection of organic contaminants in drinking water throughout the United States spurred the passage of the SDWA.

The 2015–2020 Water System Plan calls for additional source water quality treatment in various areas of the City to meet State drinking water requirements.

Is there a level of service standard or measurable outcome?

LOS II – See program overview of LOS definitions.

What Comprehensive Plan goals and policies does this project address?

This Project reflects the following goals and policies of the Olympia Comprehensive Plan.

- **Goal Utilities 5**
  Adequate supplies of clean drinking water are available for current and future generations and instream flows and aquifer capacity are protected.

  → **Policy Utilities 5.1**
  Reserve water supply rights for at least 50 years in advance of need, so that supplies can be protected from contamination and they are not committed to lower priority uses.

  → **Policy Utilities 5.2**
  Develop and maintain multiple, geographically-dispersed sources of water supply to increase the reliability of the system.

- **Goal Utilities 7**
  The drinking water system is reliable and is operated and maintained so that high quality drinking water is delivered to customers.

  → **Policy Utilities 7.2**
  Maintain 100 percent compliance with all state and federal requirements, and continually improve our water quality management program.

  → **Policy Utilities 7.3**
  Design Olympia's water supply system to achieve the most favorable and practical fire insurance rating, consistent with adopted service levels.

  → **Policy Utilities 7.7**
  Develop and maintain adequate storage, transmission, and distribution facilities

Water Source Development and Protection

Capital Cost:	Year 2020	Years 2021-2025	Total
Construction	$340,000	$5,956,000	$6,296,000
Design and Engineering	$110,000	$1,489,000	$1,599,000
Total	$450,000	$7,445,000	$7,895,000
Funding Sources:	.	.	.
General Facilities Charges	$425,000	$7,323,000	$7,748,000
Rates	$25,000	$122,000	$147,000
Total	$450,000	$7,445,000	$7,895,000
Annual Operations and Maintenance:			
Estimated Costs	None		
Estimated Revenues	None		
Anticipated Savings Due to Project	None		
Department Responsible for Operations	Public Works		
Quadrant Location	Citywide		

Water Storage Systems (Program #9610)

Where is this project happening?

Various location Citywide.

Are there other CFP projects that impact this project?

N/A

Description

The overall goal of this project is to develop and maintain a water reservoir system that provides adequate water storage and "chlorine contact time" in compliance with Federal and State safe drinking water standards. It would also ensure that storage reservoirs are sized sufficiently to have reserve water for firefighting. Specific project types include reservoirs, water lines, seismic upgrades, water quality and treatment, water system structures, and equipment.

Project List

Year	Project Description	Cost Estimate
2020	Elliott Reservoir Seismic Retrofit Construction.—This project will complete recommended seismic retrofits to the Elliot Reservoir. Improvements will include interior column wrapping, dowels to tie roof slab to perimeter walls, and perimeter retaining wall.	$963,000
2020	Fir Street #1 and #2 Reservoirs Seismic Retrofit Construction. — This project will complete recommended seismic retrofits to Fir Street Reservoirs. Improvements will include the addition of perimeter walls with reinforcing cables, the addition of collars on the interior columns, and upgrades to the McCormick Valve house.	$798,000

2020	Boulevard Road Reservoir Rehabilitation Construction. This project will rehabilitate the Boulevard Road Reservoir to address deficiencies in interior/exterior coating systems and structural components, as well as complete recommended seismic retrofits. The project will prolong service life and enhance system reliability.	$1,923,000

Year	Project Description	Cost Estimate
2020-2025	2020 – 2025 Reservoir Cleaning, Inspection and Evaluation. This project will provide for cleaning, inspection, and evaluation services for the City's drinking water reservoirs.	$300,000
2021	Hoffman Court Reservoir Rehabilitation Construction. This project will rehabilitate the Hoffman Court Reservoir to address deficiencies in interior/exterior coating systems and structural components, as well as complete recommended seismic retrofits. The project will prolong service life and enhance system reliability.	*TBD*

Why is this project a priority?

The Safe Drinking Water Act (SDWA) of 1974 signaled the beginning of a new age in public water supply. The detection of organic contaminants in drinking water throughout the United States spurred the passage of the SDWA.

One of the federally mandated standards of the SDWA is adequate "chlorine contact time." When added to drinking water, chlorine is a disinfecting agent. The chlorine needs time, however, to react with the water to provide adequate disinfection. Water reservoirs provide the safest and most effective method to ensure that chlorine levels and contact times are adequate to meet disinfection levels. Reservoirs also provide water storage to allow for proper domestic and firefighting flows.

The 2015-2020 Water System Plan calls for additional storage in the southeast area of the City to meet State drinking water requirements. This new reservoir in the 417 Zone will provide adequate storage for at least the next 25 years.

Updated evaluations of the Fir Street and Elliot reservoirs completed in 2011 call for seismic upgrades to improve the structural integrity of the reservoirs.

Is there a level of service standard or measurable outcome?

LOS II – See program overview of LOS definitions.

What Comprehensive Plan goals and policies does this project address?

This Project reflects the following goals and policies of the Olympia Comprehensive Plan.

- **Goal Utilities 7**
  The drinking water system is reliable and is operated and maintained so that high quality drinking water is delivered to customers.

→ **Policy Utilities 7.3**
Design Olympia's water supply system to achieve the most favorable and practical fire insurance rating, consistent with adopted service levels.

Water Storage Systems

Capital Cost:	Year 2020	Years 2021-2025	Total
Construction	$3,694,000	$50,000	$3,744,000
Design and Engineering	$40,000	$200,000	$240,000
Total	$3,734,000	$250,000	$3,984,000
Funding Sources:	.	.	.
Rates	$3,734,000	$250,000	$3,984,000
Total	$3,734,000	$250,000	$3,984,000
Annual Operations and Maintenance:			
Estimated Costs	$50,000 in addition, Log Cabin Reservoir requires $3,300 annually.		
Estimated Revenues	None		
Anticipated Savings Due to Project	None		
Department Responsible for Operations	Public Works		
Quadrant Location	South and West		

Water System Planning (Program #9606)

Where is this project happening?

N/A (Planning Activities).

Are there other CFP projects that impact this project?

N/A

Description

Various types of planning efforts are needed on an on-going basis to ensure that the Utility is able to meet future growth needs, maintain regulatory compliance, and invest money wisely in infrastructure. Planning efforts under this program are targeted towards the comprehensive Water System Plan, updated every six years per State requirements. Work on the 2015-2020 Water System Plan began in 2013 and the plan was adopted in 2015. Other smaller-scale planning efforts to evaluate project alternatives may also be conducted under this program. This program is partially funded by GFCs.

Project List

Year	Project Description	Cost Estimate
2020	Update of six-year water system plan. This project is partially funded by GFCs	$400,000

Why is this project a priority?

Under State drinking water requirements, the City must complete a comprehensive Water System Plan update every six years. The Water System Plan outlines capital improvements, program efforts, and financial strategies that are necessary to ensure that the Water Utility can meet growth demands, be in regulatory compliance and maintain existing facilities over a 20-year horizon. For the first time, the 2015-2020 Water System Plan also included a 50-year planning horizon for water demand and water supply.

Is there a level of service standard or measurable outcome?

LOS II – See program overview of LOS definitions.

What Comprehensive Plan goals and policies does this project address?

This program implements the following Olympia Comprehensive Plan goals and policies:

→ **Policy Utilities 3.2**
Regularly revise the Olympia Municipal Code and Engineering Development and Design Standards to give detailed guidance on how utility services should be delivered and paid for in accordance with the principles established in this Comprehensive Plan.

→ **Policy Utilities 3.3**
Update all utility master plans regularly and in accordance with state law.

→ **Policy Utilities 7.1**
Maintain and update the Water System Plan, Engineering Design and Development Standards and Olympia Municipal Code to ensure drinking water utility facilities meet the requirements of the Growth Management Act, North Thurston County Coordinated Water System Plan, Washington State Department of Health, and Olympia Fire Code.

Water System Planning

Capital Cost:	Year 2020	Years 2021-2025	Total
Pre-design and Planning	$400,000	$ 0	$400,000
Total	$400,000	$ 0	$400,000
Funding Sources:	.	.	.
General Facilities Charges	$200,000	$ 0	$200,000
Rates	$200,000	$ 0	$200,000
Total	$400,000	$ 0	$400,000
Annual Operations and Maintenance:			
Estimated Costs	None		
Estimated Revenues	None		
Anticipated Savings Due to Project	None		
Department Responsible for Operations	Public Works		
Quadrant Location	Citywide		

Wastewater Projects

Effective wastewater system management is essential to public and environmental health. The challenges of effective management continue as the Olympia area population grows, land use densities increase, and development occurs in outlying areas distant from the LOTT Clean Water Alliance treatment facility. Responding to these challenges necessitates proactive management of our public and private wastewater infrastructure.

Capital facility funding is important to the heavily infrastructure- dependent Wastewater Utility. The public system maintained by Olympia is comprised of approximately 185 miles of gravity pipe and 31 regional lift stations. The Utility is also responsible for the operation and maintenance of approximately 1,730 residential and 20 commercial Septic Tank Effluent Pumping (STEP) sewer systems that use individual effluent pumps at residences and 28 miles of associated STEP pressure mains. Additionally, the continued use of over 4,140 septic systems in Olympia and its Urban Growth Area creates long-term public health and water quality concerns. Conversion of septic systems to the municipal system is encouraged.

The pipes making up the wastewater infrastructure vary in age, materials, and structural integrity. Ongoing work to systematically televise and evaluate the condition of the individual pipes helps prioritize repair and replacement needs. Considerable work has been completed in recent years. However, this work effort will continue in the years to come with subsequent inclusion of repair and replacement projects in the CFP.

The Olympia City Council adopted the most recent Wastewater Management Plan in 2019. The Plan supports the continuation and refinement of current practices; the repair and replacement of existing pipes and pumps, extensions of major trunk lines, and conversions of onsite sewage systems to public sewer service. This plan evaluates wastewater needs for a 20-year planning horizon. It also provides for the review of existing policies related to the use of onsite sewage systems and STEP systems. The plan will be revised for 2025 as the plan is on a six-year revision cycle.

The projects contained in the Wastewater CFP are funded annually through Utility rates and General Facilities Charges. State low-interest loans and grants are pursued as needed. The 2019 Wastewater Management Plan includes a financial strategy that relies primarily on cash financing of capital projects.

There are currently no projects identified in the CFP under the pipe capacity upgrade program of the Wastewater Program. Sewer pipe capacities were evaluated in development of the Wastewater Management Plan. The Wastewater Utility anticipates incorporating capacity upgrade projects into future CFPs.

Growth-Related Projects

Projects that fall under this category are associated with work accommodating customer base expansion and are therefore funded by General Facility Charges (GFC) revenue. When an upgrade project serves both new and existing development, a portion of the project cost is funded by GFCs. This CFP identifies numerous lift station upgrades and sewer extensions that are appropriate for GFC funding. These projects will often accommodate both existing and future needs:

Project	% Growth Related
Miller and Central Lift Station Upgrade	50%
Miller and Ann Lift Station Upgrade	50%
Rossmoor Lift Station Upgrade	50%
Old Port II Lift Station Upgrade	75%
Roosevelt and Yew Lift Station Upgrade	75%
	% Expansion Related
Gravity sewer extensions	100%
Neighborhood sewer extensions	100%

Asphalt Overlay Adjustments—Sewer (Program #9021)

Where is this project happening?

Citywide as determined by the Transportation Program's six-year Transportation Improvement Program (TIP)

Are there other CFP projects that impact this project?

- Street Repair and Reconstruction Projects—Transportation Section
- Asphalt Overlay Adjustments—Drinking Water and Storm and Surface Water Sections

Description

The work of the City's annual overlay and street reconstruction projects includes replacing and adjusting wastewater utility castings within streets. These wastewater funds are passed through to transportation street repair and reconstruction projects for incidental wastewater upgrades.

Why is this project a priority?

Asphalt overlay and street reconstruction projects often require the adjustment/replacement of wastewater system structures (e.g., maintenance hole frames and lids) as part of the paving process. The goal of this work is to replace damaged castings and to ensure that all castings are adjusted to the new pavement level.

What Comprehensive Plan goals and policies does this project address?

This CFP reflects the goals and policies of the Olympia Comprehensive Plan.

- **Goal Utilities 3**
  Utilities are developed and managed efficiently and effectively.

  → **Policy Utilities 3.1**
  Utilities are developed and managed efficiently and effectively.

Asphalt Overlay Adjustments - Sewer

Capital Cost:	Year 2020	Years 2021-2025	Total
Construction	$ 0	$28,000	$28,000
Total	$ 0	$28,000	$28,000
Funding Sources:	.	.	.
Rates	$ 0	$28,000	$28,000
Total	$ 0	$28,000	$28,000
Annual Operations and Maintenance:			
Estimated Costs	Minimal		
Estimated Revenues	None		
Anticipated Savings Due to Project	Efficient upgrades to existing infrastructure		
Department Responsible for Operations	Public Works		
Quadrant Location	Citywide		

Infrastructure Pre-Design and Planning—Sewer (Program #9903)

Where is this project happening?

City sewer service area

Are there other CFP projects that impact this project?

Not defined at this time

Description

These funds support pre-design conceptual evaluation of wastewater projects and potential alternatives in order to refine complex projects prior to launching full permitting and design. Additionally, the funds are used to expediently respond to emergencies and other unanticipated needs.

Project List

Year	Project Description	Cost Estimated
2020-2025	**Pre-Design and Planning**. Develops project scopes and cost estimates. Responds to emergencies.	$1,500,000

Why is this project a priority?

The City's Wastewater Management Plan and six-year Financial Plan identify projects from a planning- level perspective based on detected deficiencies in specific portions of the system. They also include planning-level cost estimates completed at the time the Plan was developed. These estimates may not include enough detail in the scope to accurately assess project costs. This program evaluates complex projects prior to full initiation of design and permitting. It ensures accurate scope of work, cost estimates and a full evaluation of project alternatives. Other uses for this information include timely staff response to unanticipated public or environmental risks while long-term funding is secured.

Is there a level of service standard or measurable outcome?

Not listed

What Comprehensive Plan goals and policies does this project address?

This Program reflects the following goals and policies of the Olympia Comprehensive Plan.

- **Goal Utilities 8**
  The City and its growth area are served by a City-owned wastewater collection and transmission system that is designed to minimize leakage, overflows, infiltration and inflows so as to provide sufficient capacity for projected demand.

  → **Policy Utilities 8.8**
  Evaluate the structural integrity of aging wastewater facilities, and repair and maintain as needed.

Infrastructure Pre-Design and Planning - Sewer

Capital Cost:	Year 2020	Years 2021-2025	Total
Pre-Design and Planning	$250,000	$1,250,000	$1,500,000
Total	$250,000	$1,250,000	$1,500,000
Funding Sources:	.	.	.
Rates	$250,000	$1,250,000	$1,500,000
Total	$250,000	$1,250,000	$1,500,000
Annual Operations and Maintenance:			
Estimated Costs	None		
Estimated Revenues	None		
Anticipated Savings Due to Project	Project Specific Savings		
Department Responsible for Operations	Public Works		
Quadrant Location	Citywide		

Lift Stations—Sewer (Program #9806)

Where is this project happening?

Various Locations Citywide. See Project List.

Are there other CFP projects that impact this project?

N/A

Description

Aging pumps and associated systems in our lift stations need to be upgraded or reconstructed in order to provide dependable service while meeting increasing wastewater flows. Projects may include providing needed increased pumping capacity, installing new force mains, providing backup power generators, and upgrading facilities to current Department of Ecology sewage pumping system standards.

Project List

Year	Project Description	Cost Estimated
2020	**Old Port 1 Lift Station Upgrade Construction**. Upgrade existing lift station and install new force main to enhance system reliability for existing and future flows.	$1,607,000
2020	**Miller and Central Lift Station Upgrade Construction**. Upgrade existing lift station and install new force main for existing and future flows. This project is partially funded by GFCs.	$940,000
2020	**Miller and Ann Lift Station Upgrade Design**. Design of upgrades to the existing lift station to enhance system reliability for current and future flows. This project is partially funded by GFCs.	$110,000
2021	**Miller and Ann Lift Station Upgrade Construction.** Upgrade existing lift station for existing and future flows. This project is partially funded by GFCs.	$455,000
2021	**Rossmoor Lift Station Upgrade Design**. Design of upgrades to the existing lift station and new force main to enhance system reliability for current and future flows. This project is partially funded by GFCs.	$228,000

Year	Project Description	Cost Estimated
2022	**Rossmoor Lift Station Upgrade Construction**. Upgrade existing lift station and install new force main to enhance system reliability for current and future flows. This project is partially funded by GFCs.	$948,000
2023	**Old Port II Lift Station Upgrade Design**. Design of upgrades to the existing lift station and new force main to enhance system reliability for current and future flows. This project is partially funded by GFCs.	$354,000
2024	**Old Port II Lift Station Upgrade Construction**. Upgrade the existing lift station and install new force main for existing and future flows. This project is partially funded by GFCs.	$1,475,000
2025	**Roosevelt and Yew Lift Station Upgrade Design**. Design of upgrades to the existing lift station and new force main to enhance system reliability for current and future flows. This project is partially funded by GFCs.	$292,000

Why is this project a priority?

Pumps are an integral element of our sewer infrastructure. Lift stations pose critical risks for spills and associated public and environmental health impacts. Unlike gravity sewer pipes, pump stations are complex mechanical and electrical systems susceptible to chronic or acute failure. The lift stations must operate well in order to prevent sewer overflows.

Is there a level of service standard or measurable outcome?

None listed

What Comprehensive Plan goals and policies does this project address?

This Program reflects the following goals and policies of the Olympia Comprehensive Plan.

- **Goal Utility 8**
  The City and its growth area are served by a City-owned wastewater collection and transmission system that is designed to minimize leakage, overflows, infiltration and inflows so as to provide sufficient capacity for projected demand.

→ **Policy Utility 8.1**
Extend the wastewater gravity collection system through both public and private development projects.

→ **Policy Utility 8.8**
Evaluate the structural integrity of aging wastewater facilities and repair and maintain as needed.

Lift Stations - Sewer

Capital Cost:	Year 2020	Years 2021-2025	Total
Construction	$2,547,000	$2,878,000	$5,425,000
Design and Engineering	$110,000	$874,000	$984,000
Total	$2,657,000	$3,752,000	$6,409,000
Funding Sources:	.	.	.
General Facilities Charges	$525,000	$2,406,000	$2,931,000
Rates	$2,132,000	$1,346,000	$3,478,000
Total	$2,657,000	$3,752,000	$6,409,000
Annual Operations and Maintenance:			
Estimated Costs	Not yet determined		
Estimated Revenues	Several projects support future growth		
Anticipated Savings Due to Project	Projects decrease likelihood of system failure		
Department Responsible for Operations	Public Works		
Quadrant Location	Citywide		

Onsite Sewer System Conversions—Sewer (Program #9813)

Where is this project happening?

Various locations Citywide.

Are there other CFP projects that impact this project?

N/A

Description

Supporting the conversion of existing onsite sewage systems to municipal sewer services is a City priority. Efforts to pursue conversions rely on both mandatory regulations and financial incentives. This program provides funding for both minor sewer extensions typically along a short section of street and coordinated neighborhood sewer extensions covering larger areas.

Project List

Year	Project Description	Cost Estimated
2020-2025	**Neighborhood Sewer Extensions**. This project funds extensions of public sewer pipes into neighborhoods. This project is funded by GFCs.	$2,556,000

Why is this project a priority?

In increasingly densely developed urban settings, onsite septic systems pose long-term threats to public and environmental health. City goals and policies provide various resources, including CFP funding, for the conversion to municipal sewer.

Is there a level of service standard or measurable outcome?

None Listed.

What Comprehensive Plan goals and policies does this project address?

This CFP reflects the goals and policies of the Olympia Comprehensive Plan.

This Program reflects the following goals and policies of the Olympia Comprehensive Plan.

- **Goal Utility 8**
  The City and its growth area are served by a City-owned wastewater collection and transmission system that is designed to minimize leakage, overflows, infiltration and inflows so as to provide sufficient capacity for projected demand.

→ **Policy Utility 8.1**
Extend the wastewater gravity collection system through both public and private development projects.

→ **Policy Utility 8.4**
Encourage septic system owners to connect to the City wastewater system by offering incentives, cost-recovery mechanisms, pipe extensions, and other tools.

Onsite Sewer System Conversions - Sewer

Capital Cost:	Year 2020	Years 2021-2025	Total
Construction	$341,000	$1,704,000	$2,045,000
Design and Engineering	$85,000	$426,000	$511,000
Total	$426,000	$2,130,000	$2,556,000
Funding Sources:	.	.	.
General Facilities Charges	$426,000	$2,130,000	$2,556,000
Total	$426,000	$2,130,000	$2,556,000
Annual Operations and Maintenance:			
Estimated Costs	Not yet determined		
Estimated Revenues	Supports new wastewater customer through conversion program		
Anticipated Savings Due to Project	Facilitates gradual expansion of sewer system		
Department Responsible for Operations	Public Works		
Quadrant Location	Citywide		

Pipe Extensions (Program #9809)

Where is this project happening?

Various locations

Description

Supporting efforts to encourage construction of regional sewer infrastructure. This program also funds the replacement of aging asbestos cement sewer force mains.

Project List

Year	Project Description	Cost Estimated
2025	**Gravity Sewer Extensions**. The project will explore options to encourage construction of regional sewer infrastructure in areas where development densities may not favor development-driven infrastructure projects. This project is funded by GFCs.	$575,000
2025	**AC Force Main Upgrades, Phase 1**. The project will fund the initial phase of pipe installations to replace asbestos cement sewer force mains.	$1,035,000

Why is this project a priority?

Private development typically drives expansion of the City's sewer system. However, this type of growth may not occur in areas where development densities are not as favorable. This program will provide funding to explore options for sewer extensions into these areas. It will provide needed funds for AC force main replacement projects.

Is there a level of service standard or measurable outcome?

None Listed.

What Comprehensive Plan goals and policies does this project address?

This Program reflects the following goals and policies of the Olympia Comprehensive Plan.

- **Goal Utility 8**
  The City and its growth area are served by a City-owned wastewater collection and transmission system that is designed to minimize leakage, overflows, infiltration and inflows so as to provide sufficient capacity for projected demand.

→ **Policy Utility 8.1**
Extend the wastewater gravity collection system through both public and private development projects.

→ **Policy Utility 8.8**
Evaluate the structural integrity of aging wastewater facilities and repair and maintain as needed.

Pipe Extensions

Capital Cost:	Year 2020	Years 2021-2025	Total
Construction	$ 0	$1,288,000	$1,288,000
Design and Engineering	$ 0	$322,000	$322,000
Total	$ 0	$1,610,000	$1,610,000
Funding Sources:	.	.	.
General Facilities Charges	$ 0	$575,000	$575,000
Rates	$ 0	$1,035,000	$1,035,000
Total	$ 0	$1,610,000	$1,610,000
Annual Operations and Maintenance:			
Estimated Costs	Not yet determined		
Estimated Revenues	Supports new wastewater customers through conversion program.		
Anticipated Savings Due to Project	Facilitates gradual expansion of sewer system.		
Department Responsible for Operations	Public Works		
Quadrant Location	Citywide		

Replacement and Repairs—Sewer (Program #9703)

Where is this project happening?

City sewer service area

Are there other CFP projects that impact this project?

N/A

Description

Provide funds for scheduled repairs, as well as unexpected repairs, replacements and rehabilitation of existing pipe systems and maintenance holes. When possible, trenchless technologies are used to minimize disruptions and costs.

Project List

Year	Project Description	Cost Estimated
2020-2025	**Allocation of prioritized repairs–Citywide**. Funds major pipe repairs and replacements.	$3,558,000
2020-2025	**Asphalt for Sewer Repairs**. Asphalt for roadway restoration after sewer repairs.	$174,000
2020-2025	**STEP Rehabilitation**. Corrects deficiencies in aging City-owned STEP systems.	$1,398,000
2020-2025	**Side Sewer Repairs**. This project will repair City-owned sewer laterals in the right of way.	$180,000
2020-2025	**Spot Repairs**. Repairs and replaces small sections of sewer pipe.	$804,000
2021 & 2024	**Maintenance hole Repair and Replacement**. Address structural deficiencies, leaks, and/or corrosion needs.	$268,000

Why is this project a priority?

This program provides improvements to the sewer pipe system to assure adequate service and prevent catastrophic system failure and sewage release. An annual list of priority projects is developed based on the results of televising inspections of the sewer lines and implementation of the condition rating program. Planned repairs include major prioritized work, minor spot repairs, maintenance hole repairs, and maintenance hole lining to address corrosion in maintenance holes associated with STEP system effluent gases. Reducing maintenance needs is also a priority.

Is there a level of service standard or measurable outcome?

N/A

Comprehensive Plan and Functional Plan(s) Citations

This program reflects the following goals and policies of the Olympia Comprehensive Plan.

- **Goal Utilities 8**
  The City and its growth area are served by a City-owned wastewater collection and transmission system that is designed to minimize leakage, overflows, infiltration and inflows so as to provide sufficient capacity for projected demand.

  → **Policy Utilities 8.8**
  Evaluate the structural integrity of aging wastewater facilities and repair and maintain as needed.

- **Goal Utilities 9**
  The Utility will facilitate the implementation and use of new technology and management systems.

Replacement and Repairs - Sewer

Capital Cost:	Year 2020	Years 2021-2025	Total
Construction	$868,000	$4,552,000	$5,420,000
Design and Engineering	$151,000	$811,000	$962,000
Total	$1,019,000	$5,363,000	$6,382,000
Funding Sources:	.	.	.
Rates	$1,019,000	$5,363,000	$6,382,000
Total	$1,019,000	$5,363,000	$6,382,000
Annual Operations and Maintenance:			
Estimated Costs	Not yet determined.		
Estimated Revenues	None		
Anticipated Savings Due to Project	Decreases maintenance and emergency response costs by reducing likelihood of system failure, sewage release and emergency repair		
Department Responsible for Operations	Public Works		
Quadrant Location	Citywide		

Sewer System Planning—Sewer (Program #9808)

Where is this project happening?

Within the City's urban growth area

Are there other CFP projects that impact this project?

N/A

Description

Planning and evaluation efforts necessary to address long-term infrastructure and program needs.

Project List

Year	Project Description	Cost Estimated
2020-2025	**Asset Management Implementation**. This project provides for the Utility's initial implementation and ongoing management of City Works asset management software system.	$174,000
2020-2025	**Sewer System Televising and Condition Rating Program.** The ongoing work effort provides pipe condition monitoring support to planning and operations staff. Repair and replacement projects stem from the condition rating program.	$174,000
2020-2025	**Sewer Force Main Condition Assessment Program**. This project provides ongoing funding for collection of force main condition assessment data to support planning of future force main rehabilitation and/or replacement projects.	$228,000

Why is this project a priority?

Funds are contributed annually for investigation of pipe structural conditions and overall troubleshooting. This work supports repairs of existing infrastructure.

Is there a level of service standard or measurable outcome?

N/A

What Comprehensive Plan goals and policies does this project address?

This program reflects the following goals and policies of the Olympia Comprehensive Plan.

- **Goal Utilities 8**
  The City and its growth area are served by a City-owned wastewater collection and transmission system that is designed to minimize leakage, overflows, infiltration and inflows so as to provide sufficient capacity for projected demand.

  → **Policy Utilities 8.8**
  Evaluate the structural integrity of aging wastewater facilities and repair and maintain as needed.

- **Goal Utilities 9**
  The Utility will facilitate the implementation and use of new technology and management systems.

Sewer System Planning - Sewer

Capital Cost:	Year 2020	Years 2021-2025	Total
Construction	$60,000	$302,000	$362,000
Design and Engineering	$36,000	$178,000	$214,000
Total	$96,000	$480,000	$576,000
Funding Sources:	.	.	.
Rates	$96,000	$480,000	$576,000
Total	$96,000	$480,000	$576,000
Annual Operations and Maintenance:			
Estimated Costs	None		
Estimated Revenues	None		
Anticipated Savings Due to Project	Decreases maintenance and emergency response costs by reducing likelihood of system failure, sewage release and emergency repair		
Department Responsible for Operations	Public Works		
Quadrant Location	South and West		

Stormwater Projects

Storm and surface water management is a key environmental service provided by the City. Capital projects funded by the Storm and Surface Water Utility reflect a local responsibility to correct flooding problems, protect water quality, and enhance aquatic habitat in local creeks, wetlands, and marine waters. Typical projects include:

- Stormwater pipe systems
- Regional stormwater storage ponds
- Neighborhood stormwater treatment facilities
- Storm and surface water planning
- Culvert replacements
- Stream bank stabilization
- Forest and wetland revegetation
- Demonstration projects using new technologies
- Environmental land purchase and stewardship

The effectiveness of the City's stormwater system at managing flooding and protecting the natural environment varies depending on location. Private developments and City capital projects constructed prior to the mid-1980s were required to provide modest stormwater conveyance capacity, no water quality treatment, and very minimal storage of runoff in constructed ponds.

Numerous complex flooding problems and irreversible habitat loss were caused by these early developments. Until recently, the majority of stormwater project funding has been spent addressing these historical concerns. Community expectations and regulations for managing stormwater have improved dramatically in recent years, resulting in a more holistic look at stormwater management.

The Storm and Surface Water program's success at resolving flooding problems during the last fifteen years has provided the City an opportunity to focus on water quality improvement, habitat protection, and scheduled replacement of aging pipe systems. The 2017 Storm and Surface Water Plan emphasizes the role of the Utility in environmental protection. The Plan provides guidance on Utility goals, implementation strategies, and expected outcomes. Capital projects, in concert with other elements of the Storm and Surface Water program, help meet these Utility goals:

Flooding

Reduce the frequency and severity of flooding so hazards are eliminated, except during major storm events. The Utility will minimize potential flooding associated with new development through regulations for onsite stormwater systems. Flooding arising from existing inadequate public infrastructure will be addressed in a timely manner.

Water Quality

Improve water quality Citywide, while focusing infrastructure upgrades to reduce stormwater contaminant loads from untreated areas of the City. Improving water quality in Budd Inlet by retrofitting older high-traffic arterials and adjacent areas for stormwater treatment is a high priority.

Aquatic Habitat

Improve aquatic habitat functions Citywide, while focusing on protecting intact habitat, improving Budd Inlet, and managing riparian area vegetation. The relationship between aquatic habitat conditions and land-use impacts in urbanizing basins is scientifically complex and managerially challenging. Efforts include protecting high quality habitats while providing tangible improvements to other systems. Work to better quantify opportunities for land acquisition and stewardship is underway. This work will help prioritize future efforts.

Several new capital needs are facing the Utility including new State and Federal regulations and long-term infrastructure replacement. Regulations stemming from the Federal Clean Water Act (e.g., Total Maximum Daily Loads, National Pollution Discharge Elimination System) have led to new areas of water quality work. Equally significant from a financial perspective is the acknowledgement that numerous major stormwater conveyance systems are reaching, or have exceeded, their life expectancy. Efforts are underway to evaluate and document aging pipe systems. Prioritized pipe repairs and upgrades have become a regular component of the CFP.

The projects contained in the plan are financed annually through Storm and Surface Water Utility rates and General Facilities Charges. Loans and grants are used, especially for water quality projects. Debt financing has been only nominally used by the Utility.

Projects that fall under this category are associated with work to accommodate new development and are funded by General Facility Charge revenue. When a project serves both new and existing development, a portion of the project cost will also be funded through Stormwater Utility rates.

Following a cost-sharing policy approved by City Council in 2009, the Storm and Surface Water Utility allocates funding annually to the Transportation Program to cover a portion of stormwater mitigation costs on transportation projects. For 2020, that allocation is $150,000 and those capital project are accounted for in the Transportation Program. In recent years, these funds have been directed to the Parks and Pathways sidewalk program to offset stormwater mitigation costs associated with sidewalk projects.

Aquatic Habitat Improvements—Stormwater (Program #9024)

Where is this project happening?

Various Locations Citywide)

Are there other CFP projects that impact this project?

- Water Quality Improvements—Storm and Surface Water Section
- Open Space Expansion—Parks, Arts and Recreation Section

Description

Implement habitat restoration strategies that protect and enhance aquatic and associated terrestrial habitat in Olympia. This work involves removing invasive species and planting native trees and shrubs to enhance riparian buffers along local streams across the City. Collaboration with Olympia Parks, neighborhoods, private landowners and local community organizations allows the Utility to target properties containing aquatic resources and adjacent forested buffer areas across the landscape. This project hires a Washington Conservation Corps (WCC) crew each year to implement restoration and enhancement projects on high priority properties and funds acquisition, easements, and/or incentives to protect important aquatic habitats citywide.

Project List

Year	Project Description	Cost Estimated
2020	**Schneider Creek Fish Passage** – This project will design and permit a fish passable solution to allow fish from Budd Inlet to Schneider Creek under West Bay Drive and a parking lot; and establish a sediment removal forebay.	$249,000
2020-2025	**Habitat Improvement** – This project will protect and enhance aquatic and associated terrestrial habitat by implementing stewardship strategies as identified and prioritized in the Habitat and Stewardship Strategy developed by the Storm and Surface Water Utility.	$1,638,000
2023-2025	**Ellis Creek Fish Passage** - This project will design and construct a fish passable replacement for the East Bay Drive culvert crossing of Ellis Creek.	$2,028,000

Year	Project Description	Cost Estimated
2023-2025	**Mission Creek Fish Passage** - This project will design a fish passable replacement for the East Bay Drive culvert crossing of Mission Creek.	$108,000
2024-2025	**Indian Creek/Frederick Street SE Fish Passage** – This project will replace a failing culvert on Indian Creek with a fish passable culvert at the 1400 block of Frederick Street SE.	$189,000

Why is this project a priority?

The quality of aquatic habitat within Olympia continues to be challenged as land is developed for urban uses. The Storm and Surface Water Utility has a responsibility to help manage and enhance our aquatic habitats. The Planning Commission and Utility Advisory Committee have recently encouraged the Utility to increase emphasis on, and funding for, aquatic habitat land acquisition and stewardship.

What Comprehensive Plan goals and policies does this project address?

This program implements the following Olympia Comprehensive Plan goals and policies:

- **Goal Natural Environment 6**
  Healthy aquatic habitat is protected and restored.

  → **Policy Natural Environment 6.1**
  Restore and manage vegetation next to streams, with an emphasis on native vegetation, to greatly improve or provide new fish and wildlife habitat.

  → **Policy Natural Environment 6.3**
  Establish and monitor water quality and aquatic habitat health indicators based on the best scientific information available.

  → **Policy Natural Environment 6.6**
  Preserve and restore the aquatic habitat of Budd Inlet and other local marine waters.

  → **Policy Natural Environment 6.7**
  Partner with other regional agencies and community groups to restore aquatic habitat through coordinated planning, funding, and implementation.

Aquatic Habitat Improvements - Stormwater

Capital Cost:	Year 2020	Years 2021-2025	Total
Construction	$204,000	$2,687,000	$2,891,000
Planning and Design	$318,000	$1,003,000	$1,321,000
Total	$522,000	$3,690,000	$4,212,000
Funding Sources:			
Rates	$522,000	$3,690,000	$4,212,000
Total	$522,000	$3,690,000	$4,212,000
Annual Operations and Maintenance:			
Estimated Costs	None		
Estimated Revenues	None		
Anticipated Savings Due to Project	Not Determined		
Department Responsible for Operations	Public Works		
Quadrant Location	Citywide		

Flood Mitigation—Stormwater (Program#9028)

Where is this project happening?

Various Locations Citywide (see project list)

Are there other CFP projects that impact this project?

- Infrastructure Pre-design and Planning—Storm and Surface Water Section

Description

Stormwater pipe systems collect and convey runoff to appropriate locations in order to prevent or mitigate flooding. Some projects identified in the program anticipate or correct flooding; others provide for the timely replacement of old, problematic pipe systems.

The replacement of aging and deteriorating pipe systems is an increasingly important financial responsibility of the Utility. Problematic pipes are identified through ongoing Citywide pipe televising and condition rating programs. Several pipes have been identified that are currently failing or are expected to fail within five years. Some of the problems involve long sections of pipes; others involve only isolated spot repairs. These pipes are prioritized and repaired.

Project List

The following project list and priorities are subject to change. Priority is based on a condition rating system.

Year	Project Description	Cost Estimated
2020-2021	**Ascension and 4th Avenue Pond Construction**. This project will construct a stormwater facility on City-owned land between 4th and Ascension Avenues. It will provide flow control and water quality treatment to flows generated from existing developed areas that discharge to the downstream stormwater conveyance system in the Schneider Creek basin.	$267,000

Year	Project Description	Cost Estimated
2020-2025	**City-Owned Stormwater Pond Rehabilitation**. These projects rehabilitate City-owned stormwater facilities including removing sediments, amending soils, establishing attractive low maintenance landscaping, and modifying the structures within the facility as needed. Rehabilitation involves more work than is typically performed during routine maintenance and is intended to enhance the function of the facility. This project will provide for the rehabilitation of one facility per year, on average.	$324,000
2020-2025	**Condition Rating of Existing Conveyance**. Television inspection and condition rating is provided for existing stormwater conveyance systems. Condition rating outcomes are used to determine replacement and repair schedules. There are approximately 172 miles of storm sewer owned and operated by the Storm and Surface Water Utility.	$576,000
2020-2025	**Conveyance Spot Repairs (Pipe Replacement).** This project provides for relatively minor spot repairs to the stormwater conveyance system at locations prioritized by the condition-rating database. Repairs to the worst portions of the storm sewer system are typically accomplished within two years of problem identification.	$512,000
2020-2025	**Sea Level Rise Adaptation**. This project will implement physical and informational adaptation strategies identified in the Olympia Sea Level Rise Response Plan.	$811,000
2020-2025	**Downtown Flood Mitigation**. Olympia's downtown is currently vulnerable to tidal flooding. In the years to come, the problem could be exacerbated by sea level rise. This project will install tide gates on key stormwater out falls to Budd Inlet thereby preventing tides from flowing up the pipes and discharging to low lying downtown streets.	$398,000

Year	Project Description	Cost Estimated
2021	**Ken Lake Flood Conveyance Design**. This project will design a stormwater conveyance system which will reduce historical overland flooding associated with the Gruen Swale and Stonewall Swale tributary to Ken Lake. This project is partially funded by GFCs.	$199,000
2021-2023	**Wiggins Road Conveyance Modifications**. In coordination with the Transportation line of business, this project will reconstruct the stormwater conveyance system along Wiggins Road south of Morse-Merryman Road. This project will improve safety and conveyance capacity.	$877,000
2022	**Ken Lake Flood Conveyance Construction**. This project will construct the stormwater conveyance system identified and designed in the prior year design phase. This project is partially funded by GFCs.	$530,000
2024	**Cooper Point and Black Lake Conveyance Construction**. This project will construct the conveyance improvements to the stormwater system between Yauger Park and State Route 101. Specific construction goals will be identified in prior year analysis and design. This project is partially funded by General Facility Charges (GFCs). This project is subject to loan funding.	$4,813,000
2024	**Pacific Avenue at Chambers Street Pipe Replacement**. Replace failing pipe located under a busy arterial.	$465,000

Why is this project a priority?

The stormwater infrastructure needs repairs and upgrades to prevent flooding and to update aging components. This program replaces parts of the existing system based on televising and a condition pipe rating system. Flooding problems have been reduced in recent years through capital development. However, some regional and localized problems still exist.

Is there a level of service standard or measurable outcome?

Not listed

What Comprehensive Plan goals and policies does this project address?

This program implements the following Olympia Comprehensive Plan goals and policies:

- **Goal Utilities 10**
  The frequency and severity of flooding are reduced, and hazards are eliminated, except during major storm events.

  → **Policy Utilities 10.1**
  Improve stormwater systems in areas that are vulnerable to flooding.

  → **Policy Utilities 10.3**
  Evaluate the structural integrity of aging stormwater pipes and repair as needed.

  → **Policy Utilities 10.6**
  Ensure that private pipe and pond systems are maintained.

Flood Mitigation - Stormwater

Capital Cost:	Year 2020	Years 2021-2025	Total
Construction	$442,000	$7,877,000	$8,319,000
Design and Engineering	$309,000	$1,144,000	$1,453,000
Total	$751,000	$9,021,000	$9,772,000
Funding Sources:			
General Facilities Charges	$654,000	$5,175,000	$5,829,000
Rates	$97,000	$3,846,000	$3,943,000
Total	$751,000	$9,021,000	$9,772,000
Annual Operations and Maintenance:			
Estimated Costs	Not yet determined		
Estimated Revenues	None		
Anticipated Savings Due to Project	Decreases likelihood of system failure		
Department Responsible for Operations	Public Works		
Quadrant Location	Citywide		

Infrastructure Pre-design & Planning—Stormwater (Program #9903)

Where is this project happening?

Various Locations Citywide. See Project List.

Are there other CFP projects that impact this project?

- Flood Mitigation and Collection—Storm and Surface Water Section

Description

This program provides funds for specific pre-design and planning efforts associated with the stormwater system construction, including emergency projects. Additional funding is provided under the program for pervious pavement contingency/repair work. Funding for pre-design is not needed at the present time but could be requested in future CFPs.

Project List

Year	Project Description	Cost Estimated
2020-2025	**Infrastructure Predesign and Planning**. This project provides the means for the Storm and Surface Water utility to contract with consultants for professional services such as soils and geotechnical investigations, hydraulic modeling and computer simulations of the storm network, and project feasibility analyses for capital projects.	$324,000
2020-2025	**Pervious Pavement Contingency Fund**. This project provides a means for the City to manage one of its key innovative technologies, pervious pavement in sidewalks. In the long run, the technology is seen as an effective means for managing stormwater runoff. However, in the short-term, some level of problems or failures can be expected. The contingency fund is jointly funded by the General Fund and Stormwater Utility as pervious pavement projects are built. The fund builds over time and is used to repair or mitigate the impacts of a potential failure of pervious pavement projects.	$162,000

Year	Project Description	Cost Estimated
2020-2025	**Asset Management Program**. This project will develop an asset management plan to maintain, rehabilitate, and replace the City's aging stormwater infrastructure to ensure reliability.	$455,000
2021	**Drainage Design and Erosion Control Manual updates**. This project will update the City's Drainage Design and Erosion Control Manual to be the technical equivalent of the Washington State Department of Ecology's stormwater manual following their update.	$65,000
2021	**Storm and Surface Water Utility Master Plan Update**. This project will update the Storm and Surface Water Utility Master Plan.	$162,000
2020-2025	**Infrastructure Predesign and Planning**. This project provides the means for the Storm and Surface Water utility to contract with consultants for professional services such as soils and geotechnical investigations, hydraulic modeling and computer simulations of the storm network, and project feasibility analyses for capital projects.	$324,000

Why is this project a priority?

New technologies for stormwater management are needed. This program supports applied research in the area of pervious pavement. The work is supported by City policy decisions.

Other potential projects in this program evaluate future projects prior to their appropriation in the annual Capital Facilities Plan to ensure accurate scope of work, cost estimates, and a full evaluation of project alternatives. Initial work on emergencies and other unanticipated needs can be funded at a limited level under this program.

Is there a level of service standard or measurable outcome?

None listed

What Comprehensive Plan goals and policies does this project address?

This program reflects the following goals and policies of the Olympia Comprehensive Plan.

- **Goal Natural Environment 4**
  The waters and natural processes of Budd Inlet and other marine waters are protected from degrading impacts and significantly improved through upland and shoreline preservation and restoration.

  → **Policy Utilities 3.9**
  Ensure consistent maintenance, asset management, and emergency management practices for all utilities.

Infrastructure Pre-Design & Planning - Stormwater

Capital Cost:	Year 2020	Years 2021-2025	Total
Pre-design and Planning	$157,000	$1,011,000	$1,168,000
Total	$157,000	$1,011,000	$1,168,000
Funding Sources:			
Rates	$157,000	$1,011,000	$1,168,000
Total	$157,000	$1,011,000	$1,168,000
Annual Operations and Maintenance:			
Estimated Costs	None		
Estimated Revenues	None		
Anticipated Savings Due to Project	None		
Department Responsible for Operations	Public Works		
Quadrant Location	Citywide		

Water Quality Improvements (Program #9027)

Where is this project happening?

Various locations Citywide. See project list.

Are there other CFP projects that impact this project?

N/A

Description

Continue to improve water quality in Olympia's creeks, wetlands, lakes, and marine environments through projects that treat contaminated stormwater runoff. Projects are identified and prioritized based on Citywide needs. Water quality projects are subject to grant and/or loan funding.

Project List

Year	Project Description	Cost Estimated
2020	**Harrison Avenue Water Quality Retrofit**. This project will construct a water quality treatment facility to treat runoff from approximately 26 acres of West Olympia that is mostly zoned as a High-Density Corridor.	$435,000
2020	**Capitol Way Water Quality Retrofit**. The project would construct a water quality treatment facility to treat runoff from an area roughly bounded by Capitol Way, Adams Street, 7th Avenue, and Union Avenue. The drainage basin is tributary to Capitol Lake and comprises approximately 20 fully developed acres.	$693,000*
2020-2021	**Neighborhood LID Design Grant**. This project will evaluate location for the feasibility of providing a stormwater retrofit using low impact development (LID) best management practices such as bioretention and rain gardens.	$124,000
2020-2021	**Brawne Avenue Basin Water Quality Retrofit**. This project will design and construct a stormwater treatment facility for currently untreated runoff discharged to Budd Inlet from portions of the Northwest neighborhood.	$865,000*

Year	Project Description	Cost Estimated
2020-2025	**Expanded Street Sweeping Program**. This project will use grant funding (25% match) to purchase and operate a second street sweeper to focus on removing sediment before it enters the City's stormwater conveyance system.	$1,393,000
2021	**Martin Way at Mary Elder Water Quality Retrofit** (E:C7). The project would construct water quality facilities providing treatment of stormwater runoff on Martin Way from Mary Elder Road to Sleater-Kinney Road. Martin Way is an arterial roadway located in a High-Density Corridor zone. Polluted street runoff from over eight acres of street right-of-way currently flows untreated to Woodard Creek just west of Mary Elder Road.	$595,000*
2022	**Plum Street Water Quality Retrofit** (DT:D5). The project would construct water quality facilities providing treatment of stormwater runoff from Plum Street and areas east to Quince Street, zoned Downtown Business, Professional Office, High Density Commercial Service, and Residential Mixed Use. The Plum Street arterial and adjacent areas are tributary to Moxlie Creek and comprise approximately 42 acres of untreated high use area.	$ 865,000*
2023	**Evergreen Park Drive Treatment Facility** (W:D4). This project would create a stormwater treatment facility for currently untreated runoff from Evergreen Park Drive. The project will evaluate different treatment technologies and locations for the project. It shall also evaluate providing water quality treatment for water that currently discharges directly to Capital Lake or to Percival Cove.	$595,000*
2024	**East Bay Drive Water Quality Retrofit** (TBD).	$649,000*
2024-2025	**South Capitol Combined Sewer/Storm Separation with LID**. (TBD). Design work, estimated at $217,000 will begin in 2024.	$433,000*

Year	Project Description	Cost Estimated
2024-2027	**West Bay Drive Water Quality Retrofit**. (TBD). Design work estimated at $50,000 will begin in 2024.	$250,000*
2025	**Downtown Outfall Consolidation**. (TBD)	$324,000*

* These projects, if qualified, will be 75% funded with available stormwater grants and loans.

Why is this project a priority?

Managing water quality problems associated with stormwater runoff is a primary responsibility of the Storm and Surface Water Utility. Increasingly stringent Federal and State requirements (e.g., National Pollutant Discharge Elimination System) necessitate increased efforts to manage water quality. Street sweeping is a cost-effective strategy for reducing the amount of sediment in treatment facilities and catch basins and the amount of pollution in local streams and Budd Inlet.

Is there a level of service standard or measurable outcome?

None Listed.

What Comprehensive Plan goals and policies does this project address?

This CFP reflects the goals and policies of the Olympia Comprehensive Plan.

- **Goal Natural Environment 4**
  The waters and natural processes of Budd Inlet and other marine waters are protected from degrading impacts and significantly improved through upland and shoreline preservation and restoration.
- **Goal Natural Environment 5**
  Ground and surface waters are protected from land uses and activities that harm water quality and quantity.

    → **Policy Natural Environment 5.3**
    Retrofit existing infrastructure for stormwater treatment in areas with little or no treatment.

Water Quality Improvements

Capital Cost:	Year 2020	Years 2021-2025	Total
Construction	$916,000	$3,724,000	$4,640,000
Design and Engineering	$407,000	$2,174,000	$2,581,000
Total	$1,323,000	$5,898,000	$7,221,000
Funding Sources:			
Rates	$331,250	$1,475,000	$1,806,250
Stormwater Utility Grant	$991,750	$4,423,000	$5,414,750
Total	$1,323,000	$5,898,000	$7,221,000
Annual Operations and Maintenance:			
Estimated Costs	• Martin Way Treatment Facility **$1,200 annually** • Union Avenue Treatment Facility **$1,000 annually** • The following costs will depend on the selected treatment technology • Brawne Avenue Treatment Facility **$1,000 to $7,000 annually** • Capitol Way Treatment Facility **$1,200 to $8,000 annually** • Plum Street Treatment Facility **$2,800 to $6,400 annually**		
Estimated Revenues	None		
Anticipated Savings Due to Project	None		
Department Responsible for Operations	Public Works		
Quadrant Location	Citywide		

Active Status Project Report as of May 31, 2019

General Government CIP Fund (317) – General Government

		Budget 12/31/18	2019 Additions & Adjustments	Total Budget	Pre-2019 Costs	2019 Costs	Total Cost	Balance
0001	Transfers to Other Funds	$ 18,231,116	$ 1,400,000	$ 19,631,116	$ 18,231,116	$ 583,331	$ 18,814,447	$ 816,669
0209	Streetscape	362,048	-	361,458	361,458	-	361,458	-
0211	Economic Development CFP Projects	4,447,370	3,261,079	5,418,410	2,157,331	919,027	3,076,358	2,342,052
0214	Neighborhood Street Trees	115,052	-	115,052	115,052	-	115,052	-
0216	2001 Downtown Enhancements	117,159	-	114,962	114,962	-	114,962	-
0217	Artesian Well	68,000	-	67,837	67,837	-	67,837	-
0219	Urban Forestry & Street Trees	983,079	-	928,183	928,183	1,075	929,258	(1,075)
0221	Climate Change	250,000	-	215,855	215,855	-	215,855	-
0222	Fire Training Center-Garage	156,565	-	156,565	156,564	-	156,564	1
0223	Shoreline Restoration	265,000	-	134,318	134,318	-	134,318	-
0305	Library Improvements, 1999 +	37,848	-	37,848	37,848	-	37,848	-
0901	ADA Compliance	623,000	150,000	439,995	289,995	40,267	330,262	109,733
	Subtotal General Government	**$ 25,656,237**	**$ 4,811,079**	**$ 27,621,599**	**$ 22,810,519**	**$ 1,543,700**	**$ 24,354,219**	**$ 3,267,380**

Active Status Project Report as of May 31, 2019

General Government CIP Fund (317) – Parks

		Budget 12/31/18	2019 Additions & Adjustments	Total Budget	Pre-2019 Costs	2019 Costs	Total Cost	Balance
0111	Neigh Park Acq./Develop.	$ 3,615,512	$ 401,134	$ 3,279,070	$ 2,877,936	$ 616,456	$ 3,494,392	$ (215,322)
0114	Open Space	9,667,855	817,437	7,416,126	6,598,689	30,476	6,629,165	786,961
0115	Parks/Open Space Planning	72,954	-	72,954	72,954	-	72,954	-
0118	Ballfield Expansion	923,624	-	923,624	923,623	-	923,623	1
0129	Parks Project Funding	341,317	-	341,317	341,319	-	341,319	(2)
0130	Special Use Parks	18,399,392	-	18,399,392	18,399,391	-	18,399,391	1
0132	Major Maintenance Program	5,354,998	750,000	4,784,114	4,034,114	550,314	4,584,428	199,686
0133	Comm. Park Partnership	4,075,072	-	4,075,072	4,075,072	-	4,075,072	-
0134	Small Park Capital Projects	82,242	-	41,534	41,533	-	41,533	1
0135	Park Acquisition Account	19,851,098	16,242,928	33,290,989	17,048,061	15,099,786	32,147,847	1,143,142
0136	Percival Maintenance and Reconstruction	2,957,488	158,000	516,044	358,044	618,079	976,123	(460,079)
0137	Parks DAD Upgrades	149,000	200,000	202,032	2,032	2,451	4,483	197,549
0310	Community Parks	4,115,432	1,593,108	4,206,656	2,613,548	69,495	2,683,043	1,523,613
0406	Urban Trails	1,006,097	-	1,006,097	1,006,097	-	1,006,097	-
0504	Yauger Park	9,679	-	9,679	9,679	-	9,679	-
	Subtotal Parks	**$ 70,621,760**	**$ 20,162,607**	**$ 78,564,700**	**$ 58,402,092**	**$ 16,987,057**	**$ 75,389,149**	**$ 3,175,551**

Active Status Project Report as of May 31, 2019

General Government CIP Fund (317) – Transportation

		Budget 12/31/18	2019 Additions & Adjustments	Total Budget	Pre-2019 Costs	2019 Costs	Total Cost	Balance
0122	Pedestrian Crossings	$ 2,815,474	$ 3,502	$ 2,712,619	$ 2,709,117	$ -	$ 2,709,117	$ 3,502
0200	Bike Improvements	2,629,602	273,300	2,683,579	2,410,279	1,414	2,411,693	271,886
0208	Sidewalk Improvements	3,620,039	-	3,620,039	3,620,039	-	3,620,039	-
0442	Mud Bay / Harrison & Kaiser	13,953,283	-	13,935,448	13,935,448	-	13,935,448	-
0599	Street Repairs & Reconstruction	41,835,959	3,493,924	38,743,777	35,249,853	1,068,943	36,318,796	2,424,981
0616	Log Cabin Road Extension	660,271	-	660,271	660,270	-	660,270	1
0619	18th Ave/Elizabeth/14th Ave	12,908,147	-	12,902,388	12,902,388	-	12,902,388	-
0621	Street Lighting Improvement	3,255,162	(50,000)	3,002,836	3,052,836	-	3,052,836	(50,000)
0622	Olympia Avenue	25,000	-	-	-	-	-	-
0623	Fones Road	1,182,396	41,456	1,034,015	992,559	50,019	1,042,578	(8,563)
0626	Sidewalks & Pathways	12,147,167	1,170,400	9,779,065	8,608,665	456,968	9,065,633	713,432
0627	Yauger Way Interchange	2,092,211	692	1,853,875	1,853,182	-	1,853,182	693
0628	Boulevard Road	17,070,039	834,151	15,493,004	14,658,853	186,591	14,845,444	647,560
0629	Wiggins & 37th	244,333	9,484	9,484	-	-	-	9,484
0630	Henderson & Eskridge	125,639	879,761	879,761	-	70,971	70,971	808,790
0631	Cain Road & North Street	20,012	375	375	-	-	-	375
0633	Access & Safety Improvement	879,045	200,000	760,608	560,608	17,901	578,509	182,099
0634	Pre-Design & Planning	400,000	50,000	193,013	143,012	33,016	176,028	16,985
9309	Signal Improvements	1,178,750	408,978	777,535	368,557	319,511	688,068	89,467
	Subtotal Transportation	**$ 117,042,529**	**$ 7,316,023**	**$ 109,041,692**	**$ 101,725,666**	**$ 2,205,334**	**$103,931,000**	**$ 5,110,692**

Active Status Project Report as of May 31, 2019

Parks and Recreation Sidewalk Utility Tax Fund (134) – Capital and Non Capital

		Budget 12/31/18	2019 Additions & Adjustments	Total Budget	Pre-2019 Costs	2019 Costs	Total Cost	Balance
0000	Operating Transfers	$ -	$ -	$ -	$ -	$ -	$ -	$ -
0001	Transfer to Bond Redemption Fund	12,974,172	770,000	13,745,530	12,975,530	66,575	13,042,105	703,425
0111	Neighborhood Parks	1,013,305	-	1,013,305	1,013,304	-	1,013,304	1
0114	Open Space	394,205	(6,058)	324,351	330,409	-	330,409	(6,058)
0129	Parks Project Funding/GGCIP	58,441	-	58,441	58,441	-	58,441	-
0130	Special Use Parks	2,438,411	-	2,438,411	2,438,411	-	2,438,411	-
0132	Parks projects/Major maint. program	111,056	-	111,056	111,056	-	111,056	-
0133	Comm. Park Partnership	1,205,816	-	1,205,816	1,205,816	-	1,205,816	-
0135	Capital Improvement Fund 317	4,035,000	1,185,000	4,533,336	3,348,336	1,087,493	4,435,829	97,507
0136	Percival Maintenance & Reconstruction	369,180	-	91,628	91,628	13,511	105,139	(13,511)
0310	Community Parks	75,455	6,058	81,513	75,455	-	75,455	6,058
0626	Recreational Walking Facilities	14,708,281	1,015,000	12,922,010	11,907,010	556,870	12,463,880	458,130
	Capital Total	**$ 37,383,322**	**$ 2,970,000**	**$ 36,525,397**	**$ 33,555,396**	**$ 1,724,449**	**$ 35,279,845**	**$ 1,245,552**
7301	Parks Maintenance	$ 3,179,396	$ -	$ 3,179,396	$ 3,179,396	$ -	$ 3,179,396	$ -
7302	Parks Planning	1,900,661	-	1,900,661	1,900,661	-	1,900,661	-
7303	Park Stewardship	827	(16)	811	811	-	811	-
	Non-Capital Total	**5,080,884**	**(16)**	**5,080,868**	**5,080,868**	**-**	**5,080,868**	**-**

	Total Fund 134 (Capital and Non-Capital)	**$ 42,464,206**	**$ 2,969,984**	**$ 41,606,265**	**$ 38,636,264**	**$ 1,724,449**	**$ 40,360,713**	**$ 1,245,552**

Active Status Project Report as of May 31, 2019

Equipment and Facility Replacement Reserve Fund (029)

		Budget 12/31/18	2019 Additions & Adjustments	Total Budget	Pre-2019 Costs	2019 Costs	Total Cost	Balance
7501	Cultural Arts Services	$ -	$ -	$ -	$ -	$ -	$ -	$ -
7502	Public Arts Maintenance	-	-	-	-	-	-	-
8001	Major Repair Contingency	369,086	-	-	-	-	-	-
8002	General Energy	61,405	-	33,348	33,348	1,440	34,788	(1,440)
8011	City Hall - Old (Plum St)	1,712,679	460,000	582,678	122,678	18,853	141,531	441,147
8012	Council/Court Chambers	-	-	-	-	-	-	-
8013	City Hall, Annex	2,716	-	2,716	2,716	-	2,716	-
8014	City Hall – New (4th Ave)	77,619	130,000	168,381	38,381	-	38,381	130,000
8021	Family Support Center	255,126	-	12,883	12,883	1,186	14,069	(1,186)
8022	Library	22,132	150,000	150,000	-	-	-	150,000
8023	Washington Center	1,813,286	308,275	2,088,895	1,780,620	-	1,780,620	308,275
8051	OFD Main	433,665	150,000	533,989	383,989	169	384,158	149,831
8052	OFD Station 2 (west)	-	-	-	-	-	-	-
8061	OPD West	310,124	-	203,573	203,573	-	203,573	-
8062	Firing Range	-	-	-	-	-	-	-
8071	Olympia Center	5,546	50,000	50,000	-	-	-	50,000
8081	Maintenance Center	590,713	-	275,162	275,162	34,577	309,739	(34,577)
8117	PW Facilities Operations	65,500	150,000	182,866	32,865	10,158	43,023	139,843
8212	Engineering	237,949	-	3,268	3,268	23,433	26,701	(23,433)
8406	Maintenance & Custodial	-	-	-	-	-	-	-
	Total Fund 029	**$ 5,957,546**	**$ 1,398,275**	**$ 4,287,759**	**$ 2,889,483**	**$ 89,816**	**$ 2,979,299**	**$ 1,308,460**

Active Status Project Report as of May 31, 2019

Utility and Other Public Works CIP Funds – Water CIP Fund (461)

		Budget 12/31/18	2019 Additions & Adjustments	Total Budget	Pre-2019 Costs	2019 Costs	Total Cost	Balance
908	W/S Bond Reserve Fund	$ 623,854	$ -	$ 623,854	$ 623,854	$ -	$ 623,854	$ -
8081	Facility Major Repair & Maintenance	100,000	-	36,326	36,326	-	36,326	-
9014	Emergency Preparedness	1,109,525	-	1,083,171	1,083,171	-	1,083,171	-
9021	Upgrades, Overlays, ext. & Oversize	587,969	12,000	578,059	566,059	3,043	569,102	8,957
9408	Water Upgrades (small pipe)	6,263,223	580,000	6,526,759	5,946,759	-	5,946,759	580,000
9609	Distribution System Improvements	34,490,255	2,667,000	29,346,193	26,679,192	636,667	27,315,859	2,030,334
9610	Storage	37,047,468	5,874,569	30,290,500	24,415,931	184,366	24,600,297	5,690,203
9700	Source of Supply	28,498,575	42,000	26,162,465	26,120,465	68,134	26,188,599	(26,134)
9701	McAllister Water Protection	4,444,560	-	3,039,132	3,039,132	-	3,039,132	-
9710	Reclaimed Water Pipe	750,000	-	709,567	709,567	-	709,567	-
9903	Pre-design & Planning	625,656	24,000	503,273	479,273	12,083	491,356	11,917
9906	Water System & Comp Planning	1,875,249	-	1,875,234	1,875,234	-	1,875,234	-
9909	Contingency	13,586	-	-	-	-	-	-
	Total Fund 461	**$ 116,429,920**	**$ 9,199,569**	**$ 100,774,533**	**$ 91,574,963**	**$ 904,293**	**$ 92,479,256**	**$ 8,295,277**

Active Status Project Report as of May 31, 2019

Utility and Other Public Works CIP Funds – Sewer CIP Fund (462)

		Budget 12/31/18	2019 Additions & Adjustments	Total Budget	Pre-2019 Costs	2019 Costs	Total Cost	Balance
9021	Upgrades w/ Street Reconstruction	$ 563,575	$ 12,000	$ 364,099	$ 352,099	$ 1,728	$ 353,827	$ 10,272
9703	Transmission & Collection Projects (1)	17,045,592	807,000	15,266,054	14,459,055	819,648	15,278,703	(12,649)
9801	Westside I&I Reduction	7,684,744	-	7,539,824	7,539,824	-	7,539,824	-
9806	Lift Station Assessment & Upgrades	10,773,143	933,000	10,097,948	9,164,948	79,816	9,244,764	853,184
9808	Sewer System Planning	1,088,020	128,000	1,077,334	949,334	-	949,334	128,000
9809	Pipe Extensions	7,466,000	-	5,892,949	5,892,948	-	5,892,948	1
9810	Pipe Capacity Upgrades	3,926,453	-	3,926,404	3,926,405	-	3,926,405	(1)
9813	On-site Sewage System Conversion	2,179,853	370,000	1,295,078	925,078	192,725	1,117,803	177,275
9903	Pre-design & Planning	605,455	44,000	538,409	494,409	33,104	527,513	10,896
	Total Fund 462	**$ 51,332,835**	**$ 2,294,000**	**$ 45,998,099**	**$ 43,704,100**	**$ 1,127,021**	**$ 44,831,121**	**$ 1,166,978**

Active Status Project Report as of May 31, 2019

Utility and Other Public Works CIP Funds – Storm and Surface Water CIP Fund (434)

		Budget 12/31/18	2019 Additions & Adjustments	Total Budget	Pre-2019 Costs	2019 Costs	Total Cost	Balance
9001	Transfers Out	$ 3,719,000	$ 150,000	$ 3,053,328	$ 2,903,328	$ 70,779	$ 2,974,107	$ 79,221
9017	Habitat Land Acquisition	1,151,045	-	1,151,045	1,151,045	-	1,151,045	-
9024	Aquatic Habitat Improvements	5,461,025	273,000	4,125,449	3,852,449	37,932	3,890,381	235,068
9026	Stormwater Fee-In-Lieu Projects	150,000	-	146,412	146,412	-	146,412	-
9027	Stormwater Quality Improvements	6,664,361	1,134,250	4,993,183	3,858,933	18,155	3,877,088	1,116,095
9028	Flood Mitigation & Collections Projects	13,261,879	996,000	11,990,290	10,994,290	100,745	11,095,035	895,255
9811	Emission Reduction & Alt. Power	25,000	-	-	-	-	-	-
9903	Pre-design and planning	1,855,140	586,305	1,694,720	1,108,415	95,887	1,204,302	490,418
9904	Stormwater Plans & Studies	517,048	-	414,332	414,332	-	414,332	-
	Total Fund 434	**$ 32,804,498**	**$ 3,139,555**	**$ 27,568,759**	**$ 24,429,204**	**$ 323,498**	**$ 24,752,702**	**$ 2,816,057**

Impact Fees (Collection and Usage) Through March 31, 2019

2019 Amount	Fire	Transp.	Transp. Admin. Fee	Neighborhood Parks	Community Parks	Open Space	Ball Parks	Tennis Courts	Urban Trails	Special Use and Unallocated	Total City
Jan	$ -	$6,853.32	$46.68	$1,780.00	$6,766.00	$2,616.00	$ -	$ -	$ -	$ -	$18,062.00
Feb	-	-	23.34	890.00	3,383.00	-	-	-	-	-	4,296.34
Mar	-	92,737.53	89.13	23,674.00	89,926.00	36,094.00	-	-	-	-	$242,520.66
Apr	-	-	-	-	-	-	-	-	-	-	-
May	-	-	-	-	-	-	-	-	-	-	-
Jun	-	-	-	-	-	-	-	-	-	-	-
Jul	-	-	-	-	-	-	-	-	-	-	-
Aug	-	-	-	-	-	-	-	-	-	-	-
Sep	-	-	-	-	-	-	-	-	-	-	-
Oct	-	-	-	-	-	-	-	-	-	-	-
Nov	-	-	-	-	-	-	-	-	-	-	-
Dec	-	-	-	-	-	-	-	-	-	-	-
YTD Total	$ -	$99,590.85	$159.15	$26,344.00	$100,075.00	$38,710.00	$ -	$ -	$ -	$ -	$264,879.00

By Year (cash basis)											
1992-2004	1,432,296.67	6,420,716.52	-	399,101.84	257,771.10	2,159,064.05	724,903.27	70,082.32	268,726.86	-	11,732,662.63
2005	215,846.89	1,270,880.59	-	28,694.00	n/a	335,742.00	80,707.00	8,873.00	44,315.00	-	1,985,058.48
2006	153,028.74	1,086,086.47	-	27,569.00	n/a	322,449.00	77,458.00	8,517.00	42,683.00	-	1,717,791.21

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By Year (cash basis)	Fire	Transp.	Transp. Admin. Fee	Neighborhood Parks	Community Parks	Open Space	Ball Parks	Tennis Courts	Urban Trails	Special Use and Unallocated	Total City
2007	83,416.36	470,652.52	-	16,474.00	n/a	191,883.00	45,862.00	5,001.00	25,886.00	SpecialUse	839,174.88
2008	95,678.52	1,128,246.29	-	12,329.00	12,932.00	68,360.00	12,155.00	1,329.00	6,811.00	14,151.00	1,351,991.81
2009	53,060.26	2,212,795.16	-	61,426.90	103,980.90	140,091.40	299.00	33.00	163.00	114,925.30	2,686,774.92
2010	639.50	821,416.59	-	106,335.00	176,897.00	196,271.00	-	-	-	184,936.00	1,486,495.09
2011	-	1,124,036.17	-	158,551.00	270,122.00	324,904.00	-	-	-	289,306.00	2,166,919.17
2012	-	1,065,527.73	-	92,875.00	156,379.00	173,983.00	-	-	-	163,461.00	1,652,225.73
2013	-	1,371,693.48	-	288,670.72	1,049,649.40	432,987.58	-	-	-	37,305.50	3,180,306.68
2014	-	1,214,136.15	-	161,956.67	513,477.67	257,151.66	-	-	-	85,447.00	2,232,169.15
2015	-	1,241,584.16	-	178,022.00	676,853.00	261,943.00	-	-	-	467.00	2,358,869.16
2016	-	1,950,920.17	-	261,698.00	993,861.00	387,653.00	-	-	-	-	3,594,132.17
2017	-	876,571.93	3,496.87	98,875.00	375,545.00	141,744.00	-	-	-	-	1,496,232.80
2018	-	757,106.34	7,624.90	131,073.00	496,990.00	192,730.00	-	-	-	852.00	1,586,376.24
2019 (ytd)	-	99,590.85	159.15	26,344.00	100,075.00	38,710.00	-	-	-	-	264,879.00
Total Since Nov 1992	2,033,966.94	23,111,961.12	11,280.92	2,049,995.13	5,184,533.07	5,625,666.69	941,384.27	93,835.32	388,584.86	890,850.80	40,332,059.12
Court Ordered Refunds (fee Portion)	-	(278,075.00)	-	(62,571.00)	-	(174,169.00)	(84,087.00)	(7,857.00)	(25,707.00)	-	(632,466.00)

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Use of Impact Fees (-) = Usage	Fire	Transp.	Transp. Admin. Fee	Neighborhood Parks	Community Parks	Open Space	Ball Parks	Tennis Courts	Urban Trails	Special Use and Unallocated	Total City
1993-2004	(720,493.45)	(5,104,777.21)	-	(360,127.48)	(263,275.66)	(1,342,702.69)	459,015.24)	(47,375.93)	136,671.04)	-	(8,434,438.70)
2005	(48,373.96)	(179,571.00)	-	(27,470.66)	-	(37,929.17)	(2,851.64)	-	(14,037.30)	-	(310,233.73)
2006	(4,300.00)	(321,895.33)	-	(421.92)	-	(263,541.38)	(212.41)	-	(18,336.71)	-	(608,707.75)
2007	(46,048.47)	(73,825.78)	-	73.64	-	(873,335.58)	(136.28)	-	(34,496.85)	-	(1,027,769.32)
2008	(646,836.58)	(69,820.75)	-	-	-	(119,644.00)	(1,548.30)	(237.70)	(100,929.99)	-	(939,017.32)
2009	(675,429.69)	(1,063,672.29)	-	(8,227.53)	-	-	-	-	(32,722.70)	-	(1,780,052.21)
2010	(225,581.85)	(3,726,909.86)	-	(84,348.27)	-	(253,191.65)	(76,215.12)	-	(21,201.06)	(119,200.00)	(4,506,647.81)
2011	-	(2,221,697.25)	-	(27,780.98)	(95,000.00)	(515,493.83)	(357,550.12)	(58,131.63)	-	(91,010.92)	(3,366,664.73)
2012	-	(1,204,602.69)	-	(15,278.50)	-	(80,042.21)	(1,138.60)	(33.73)	(9,319.78)	(165.77)	(1,310,581.28)
2013	-	(149,993.94)	-	(120,145.47)	(626,759.87)	-	-	-	(9,749.21)	(289,000.00)	(1,195,648.49)
2014	-	(1,606,447.26)	-	(44,413.92)	(293,336.52)	-	-	-	(4,663.69)	(25,000.00)	(1,973,861.39)
2015	-	(601,309.91)	-	(43,555.41)	(58,414.71)	(177,998.82)	-	-	(13,033.12)	(16,431.45)	(910,743.42)
2016	-	(1,041,789.19)	-	(54,436.97)	(403,424.95)	(299,874.07)	-	-	(0.27)	-	(1,799,525.45)
2017	-	(1,198,547.84)	-	(15,990.52)	(113,791.43)	(57,187.22)	(158,676.35)	-	(14,782.20)	(200,190.02)	(1,759,165.58)
2018	-	(2,835,763.15)	-	(362,119.63)	(408,568.43)	(234,837.31)	-	-	-	(69,546.63)	(3,910,835.15)
2019 (ytd)	-	(2,221,697.25)	-	(35,221.47)	(1,285.76)	(1,102.22)	-	-	-	-	63,465.97
Total Usage	(2,367,064.00)	(21,299,548.03)	-	(1,199,465.09)	(2,263,857.33)	(4,256,880.15)	(1,057,344.06)	(105,778.99)	(409,943.92)	(810,544.79)	(33,770,426.36)

Note: usage is as of process date, if accounting month not closed amount may vary.

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	Fire	Transp.	Transp. Admin. Fee	Neighborhood Parks	Community Parks	Open Space	Ball Parks	Tennis Courts	Urban Trails	Special Use and Unallocated	Total City
Balance	(333,097.06)	1,534,338.09	11,280.92	787,959.04	2,920,675.74	1,194,617.54	(200,046.79)	(19,800.67)	(47,066.06)	80,306.01	5,929,166.76
March 2019 **Interest (Net of refunded interest)**											
Interest	333,097.06	1,137,091.21	-	67,294.69	109,506.17	516,067.79	200,046.79	19,800.67	47,308.04	10,303.32	2,440,515.74
Fund Bal. w/ interest	-	2,671,429.30	11,280.92	855,253.73	3,030,181.91	1,710,685.33	-	-	241.98	90,609.33	8,369,682.50
Difference from GMBA Fund Bal.	-	-	-	0.01	(0.07)	-	-	-	-	-	-
	-	3,320,694.13	-	780,320.61	2,747,545.33	1,588,603.36	(0.35)	-	(0.49)	82,178.90	8,519,341.49
Balance Available for Appropriations	-	(649,264.83)	11,280.92	74,933.12	282,636.58	122,081.97	0.35	-	242.47	8,430.43	(149,658.99)

City of Olympia - Public Facilities Inventory

The Growth Management Act requires a jurisdiction's Capital Facilities Plan (CFP) to identify what existing capital facilities are owned, their locations, and capacity. The physical locations of water facilities are kept confidential. This confidentiality is in accordance with City policy to keep the City's water systems secure and protected.

Facility	Location	Date Acquired	Historical or Purchase Cost	Acres / Capacity	Present Condition	Improvements Required	Year Needed	Estimated Cost of Improvement
Olympia Parks	Citywide	Varies	$67,792,224	1,342.06 Ac	Varies	See Below	See Below	See Below
8th Avenue Park	3000 8th Ave NE	2006	$580,392	3.99	Undeveloped			
Artesian Commons	415 4th Ave	2013		0.2	Good			
Restroom		2017	$355,000		Excellent			
Bigelow Park	1220 Bigelow Ave NE	1943	Unknown	1.89				
Shelter/RR (2 unisex)		1949	Unknown		Fair	Replacement	2021	$330,000
Playground		2005	$256,500		Good			
Bigelow Springs Open Space	930 Bigelow Ave NE	1994	Unknown	1.3	Good			
Burri Park	2415 Burbank Ave NW	1997	$230,000	2.32				
Interim Use Improvements		2009	$25,500		Good			
Chambers Lake Parcel	4808 Herman Rd SE	2003	$476,000	47.09	Undeveloped			
Cooper Crest Open Space	3600 20th Ave NW	2003	$232,484	13.37	Good			
Decatur Woods Park	1015 Decatur St SW	1988	$33,853	6.27				
Restroom (1 unisex)		2004	$75,000		Excellent			
Shelter		2004	$25,000		Excellent			
Playground		2004	$114,000		Good			
East Bay Waterfront Park	313 East Bay Dr NE	1994	Lease	1.86				
East Bay View	613 East Bay Dr NE	2000	N/A		Good			
Edison St Parcel	1400 Block Edison St SE	1997	$95,974	4.52	Undeveloped			
Evergreen Park	1445 Evergreen Park Dr SW	2008	$73,867	3.99				
Interim Use Improvements		2008	$17,000		Good			

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Facility	Location	Date Acquired	Historical or Purchase Cost	Acres / Capacity	Present Condition	Improvements Required	Year Needed	Estimated Cost of Improvement
Olympia Parks	Citywide	Varies	$67,792,224	1,342.06 Ac	Varies	See Below	See Below	See Below
Friendly Grove Park	2316 Friendly Grove Dr NE	2002	$240,000	14.48				
Shelter/RR		2002	$170,300		Good			
Playground		2002	$59,000		Good	Replacement	2020	$370,000
Tennis Court		2002	$53,000		Excellent			
Basketball		2002	$11,000		Good			
Skate Court		2002	$23,000		Good			
Garfield Nature Trail	701 West Bay Dr NW	1900	Unknown	7.41	Good			
Grass Lake Nature Park	814 Kaiser Rd NW	1990	$1,800,000	195.34	Undeveloped	Trail Development	2021	$2,600,000
Harrison Avenue Parcel	3420 Harrison Avenue NW	2011	$300,334	24	Undeveloped			
Harry Fain's Legion Park	1115 20th Ave SE	1933	Unknown	1.34				
Playground		2005	$181,250		Good			
Hawthorne Open Space	1870 Yew Ave NE	2016	$60,880	2.98	Undeveloped			
Heritage Park	330 5th Ave SE	1996	$1,400,000	1.18				
Fountain		1996	$610,000		Good			
Isthmus Parcels	505/529 4th Ave W		$3,100,000	2.34	Good			
Interim Use Improvements		2018	$500,000					
Kaiser Woods	4300 Park Dr SW	2016	$1,014,360	67.68	Undeveloped	Bike Park	2020	$300,000
Kettle View Park	1250 Eagle Bend Dr SE	2007	$204,836	4.8				
Restroom (1 unisex)		2011	$216,000		Excellent			
Playground		2011	$100,000		Excellent			
Tennis Court		2011	$60,000		Excellent			
Shelter		2013	$100,000		Excellent			

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Facility	Location	Date Acquired	Historical or Purchase Cost	Acres / Capacity	Present Condition	Improvements Required	Year Needed	Estimated Cost of Improvement
Olympia Parks	Citywide	Varies	$67,792,224	1,342.06 Ac	Varies	See Below	See Below	See Below
LBA Park	3333 Morse Merryman Rd SE	1974/2016/ 2017	$11,561,137	153.74				
Concessions/RR		1974			Fair			
Kitchen		1974			Good			
Lower RR		1974			Good	ADA Upgrades	2020	$45,000
Maintenance Buildings		1974			Good			
Shelter/RR		1974			Fair			
Playground		2011	$230,000		Excellent			
Fields (6)					Good			
Tennis					Good			
Lilly Road Parcel	1100 Lilly Rd NE	2018	$426,000	4.89	Undeveloped			
Lions Park	800 Wilson St SE	1946	Unknown	3.72		Sprayground/ Park Improve.	2020	$1,600,000
Shelter		2012	$274,000		Excellent			
Restroom (2 unisex)		2012	$100,000		Excellent			
Playground		2011	$130,000		Excellent			
Basketball		2010	$11,500		Excellent			
Fields					Fair			
Tennis Court (2)					Fair			
Log Cabin Parcel	2220 Log Cabin Rd SE	2010	$673,000	2.35	Undeveloped			
Madison Scenic Park	1600 10th Ave SE	1989	$144,000	2.21				
Trail		2013	$9,000		Excellent			
Margaret McKenny Park	3111 21st Ave SE	1999	$199,203	4.16				
Playground		2018	$260,000		Excellent			

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Facility	Location	Date Acquired	Historical or Purchase Cost	Acres / Capacity	Present Condition	Improvements Required	Year Needed	Estimated Cost of Improvement
Olympia Parks	Citywide	Varies	$67,792,224	1,342.06 Ac	Varies	See Below	See Below	See Below
McGrath Woods Park	2300 Cain Rd SE	1998	$202,272	4				
Interim Use Improvements		2009	$32,000		Good			
McRostie Parcel	1415 19th Ave SE	1997	N/A	0.23	Undeveloped			
Mission Creek Nature Park	1700 San Francisco Ave SE	1996	$250,000	36.83				
Interim Use Improvements		2009	$24,000		Good			
Karen Fraser Woodland Trail	1600 Eastside St SE	2017/2018	$886,245	66.45	Good			
Restroom		2007	$142,000		Excellent			
Olympic Park	1300 Block Olympic Dr NE	1925		0.6	Undeveloped			
Percival Landing	300 4th Ave W	1970	Unknown	3.38				
D & E Floats		1970			Poor			
North Boardwalk		1970			Fair			
W Restroom (4 unisex)		1988			Fair			
West Boardwalk		1988			Fair			
Harbor House (2 unisex)		2011	$900,000		Excellent			
NE Pavilion		2011	$200,000		Excellent			
SE Pavilion		2011	$200,000		Excellent			
Phase I		2011	$10,000,000		Excellent			
F Float		2015	$500,000		Excellent			
Bulkhead		2019	$3,000,000		Excellent			

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Facility	Location	Date Acquired	Historical or Purchase Cost	Acres / Capacity	Present Condition	Improvements Required	Year Needed	Estimated Cost of Improvement
Olympia Parks	Citywide	Varies	$67,792,224	1,342.06 Ac	Varies	See Below	See Below	See Below
Priest Point Park	2600 East Bay Dr NE	1906	Unknown	313.5				
Carpenter Shop		1940s			Poor	Repair	2020	$25,000
Equip Storage		2004			Good			
Equip Repair		1980s			Fair			
Office/Tool		1940			Poor			
Restroom 1		1968			Good			
Restroom 2		2019	$350,000		Excellent			
Restroom 3		1952			Good			
Shelter 1 (Rose Garden)		2016	$300,000		Excellent			
Shelter 2		2019	$170,000		Excellent			
Shelter 3		2008	$87,000		Excellent			
Shelter 4		2015	$100,000		Excellent			
Shelter 5		1960			Fair			
Shelter 6					Fair			
Shelter 7					Fair			
VIP Building		1950			Fair			
Playground		2008	$124,000		Good			
Basketball					Good			
E Trails					Good			
W Trails					Good			
South Capitol Lots	2015 Water St SW	1994	Unknown	0.92	Undeveloped			
Springwood Dr Parcel	1500 Springwood Dr NE	2015	$0	3.2	Undeveloped			

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Facility	Location	Date Acquired	Historical or Purchase Cost	Acres / Capacity	Present Condition	Improvements Required	Year Needed	Estimated Cost of Improvement
Olympia Parks	Citywide	Varies	$67,792,224	1,342.06 Ac	Varies	See Below	See Below	See Below
Stevens Field	2300 Washington St SE	1963	Unknown	7.84				
Concession		1986			Good			
Field 1		2018	$785,000		Excellent			
Field 2					Good	New Synthetic Turf/Lighting	2021	$1,187,000
Storage/RR		1950s			Fair			
Shelters (3)		1990			Poor			
Tennis (2)					Good			
Sunrise Park	505 Bing St NW	1988	Unknown	5.74				
Restroom (1 unisex)		2011	$216,000		Excellent			
Playground		2015	$100,000		Excellent			
Basketball		1994			Good			
Community Garden		2011	$40,000		Excellent			
Trillium Open Space	900 Governor Stevens Ave SE	1989	Unknown	4.53	Good			
Ward Lake Parcel	2008 Yelm Hwy SE	2007	$3,575,958	9.14	Undeveloped			
Watershed Park	2500 Henderson Blvd SE	1955	Unknown	153.03	Good			
West Bay Park	700 West Bay Dr NW	2006	$6,600,000	17.04	Excellent			
West Bay Woods	1200 Hays Ave NW	2016	$98,238	1.14	Undeveloped			
Parcels	West Bay Dr/Farwell Ave	2017	$194,250	1.61	Undeveloped			
Wildwood Glen Parcel	2600 Hillside Dr SE	1999	$86,390	2.38	Undeveloped			

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Facility	Location	Date Acquired	Historical or Purchase Cost	Acres / Capacity	Present Condition	Improvements Required	Year Needed	Estimated Cost of Improvement
Olympia Parks	Citywide	Varies	$67,792,224	1,342.06 Ac	Varies	See Below	See Below	See Below
Woodruff Park	1500 Harrison Dr NW	1892	$1	2.46				
Sprayground		2019			Excellent			
Storage/RR		1950			Excellent			
Tennis		1950			Fair	Replace/Add Pickleball Courts	2020	$750,000
Basketball		1950			Fair			
Volleyball		1950			Fair			
Yashiro Japanese Garden	1010 Plum St SE	1990	Unknown	0.74	Good			
Yauger Park	3100 Capital Mall Dr SW	1978	Unknown	39.77				
Concessions/RR		1982			Excellent			
Kitchen/Shelter		1982			Fair			
Athletic Fields		1982			Good			
Skate Court		2000	$392,000		Good			
Playground		2011	$267,000		Excellent			
Community Garden		2011	$40,000		Excellent			
Yelm Highway Parcels	3535 Yelm Hwy SE	2000/2018	$11,117,500	86.55	Undeveloped			
Other Jurisdictions' Community Parks				49.86 Ac				
Capitol Campus (Landscaped areas)	416 Sid Snyder Avenue SW			20				
Centennial Park	200 Block Union Ave SE			0.8				
Heritage Park	501 5th Ave SW			24				
Marathon Park	Deschutes Parkway SW			2.1				
Port Plaza	700 Block Columbia St NW			1.2				

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Facility	Location	Date Acquired	Historical or Purchase Cost	Acres / Capacity	Present Condition	Improvements Required	Year Needed	Estimated Cost of Improvement
Olympia Parks	Citywide	Varies	$67,792,224	1,342.06 Ac	Varies	See Below	See Below	See Below
Sylvester Park	600 Capitol Way S			1.3				
Ward Lake Fishing Access	4135 Ward Lake Ct SE			0.46				
Other Jurisdictions' Open Space				8.64 Acres				
Chambers Lake Trailhead	3725 14th Ave SE			1.71				
I-5 Trail Corridor	Adjacent to I-5 from Capitol Campus to Lacey City Hall	4.21						
Percival Canyon/West Bay Link	701 4th Ave W			2.72				
Water Pipe								
Water Pipe, 8" and larger, all material types 1,064,200 l.f. (202 miles)	Citywide	Varies			Varies	Maintenance & Repair	Annual	
11 Water Tanks/Reservoirs	Citywide	Varies		31 M gal total cap.	Good			
6 Booster Stations	Citywide	Varies		3.10 Mgd	Excellent - Fair			
Water Pipe								
9 Springs/Wells		Varies		22 Mgd	Good			

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Facility	Location	Date Acquired	Historical or Purchase Cost	Acres / Capacity	Present Condition	Improvements Required	Year Needed	Estimated Cost of Improvement
Pipes - Stormwater								
172 miles of storm pipe	Citywide	Varies		Conveyance	Varies	Spot Repairs	Annual	
Maintenance holes and Catch Basins - Stormwater								
Approx. 8,900 catch basins and maintenance holes	Citywide	Varies		Collection/ Conveyance	Varies	Spot Repairs and Cleaning	Annual	
Management Sites Stormwater			$9,005,000					
5th Avenue Pond	5th Avenue/Olympic Way	2004		Treatment, Storage	Good	None	Not Scheduled	
9th Ave/Milroy Pond	1901 9th Ave	2003		Treatment, Storage	Good	Vegetation Management	Annual	
12th Ave/Cushing Pond	12th Ave/Cushing	2004		Treatment, Storage	Good	None	Annual	
13th Ave/ Plymouth Pond	13th/ Plymouth St SW	1980s		Storage	Good	Vegetation Management	Annual	
14th/Lybarger Pond	14th/Lybarger St	Late 1990s		Storage	Fair	Additional planting, maintenance	Annual	
18th/Fones Pond	18th/Fones Rd	2007	$375,000	Treatment, Storage	Good	Vegetation Management	Annual	
18th Avenue/ Ellis Street Pond	Between 18th Avenue SE and Ellis Street	2013	$250,000	Storage, Treatment	Good	Vegetation maintenance,	Annual	
18th Avenue/ Craig Street Pond	Between 18th Avenue SE 3100 Block	2013	$500,000	Storage, Treatment	Good	Vegetation maintenance,	Annual	
21st/Black Lake Blvd Ponds	21st/Black Lake Blvd	1990		Storage	Good	Vegetation Management	Annual	

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Facility	Location	Date Acquired	Historical or Purchase Cost	Acres / Capacity	Present Condition	Improvements Required	Year Needed	Estimated Cost of Improvement
Management Sites Stormwater			$9,005,000					
21st/Fir Pond	21st/Fir St SE	1990s		Storage	Fair	Vegetation Management	Annual	
Bayhill Pond	Harrison Ave/Kaiser Rd	2004		Storage, Infiltration	Poor	Vegetation Management	Annual	
Black Lake Meadows	Percival Basin	1995		Storage, Treatment	Good	Vegetation Management	Annual	
"Boone Lake"/Automall Pond	Cooper Pt/Behind Truck Ranch	1980s		Storage, Infiltration	Good	Vegetation Management. Improve Outlet Access	Annual	
Boulevard Rd/Log Cabin Rd Roundabout Pond	Boulevard Rd/Log Cabin Rd	2010	$180,000	Storage, Infiltration	Good	Vegetation Management	Annual	
Boulevard Rd/22nd Avenue Roundabout Pond	Boulevard Rd/22nd Ave	2014		Treatment, Storage	Good		Annual	
"C6"/Automall Pond	Cooper Pt./Behind Volvo	1996	$200,000	Storage	Fair	Vegetation Management, Improve Outlet Access	Not Scheduled	
Capital High School	Percival Basin			Treatment, Storage	Good	Vegetation Management	Annual	
Cedars Kettle	Log Cabin/Cain Road SE	1997	$400,000	Infiltration	Good	Vegetation Management	Annual	
Cedars Wetpond	Cedar Park Loop	1997		Infiltration	Good	Vegetation Management	Annual	
Division and Farwell Pond	Division St/Farwell Ave	2008		Treatment, Storage	Fair	Vegetation Management	Annual	
Fern St Pond	13th/Fern St SW	1980s		Storage	Good	Soil augmentation, native shrubs	Annual	

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Facility	Location	Date Acquired	Historical or Purchase Cost	Acres / Capacity	Present Condition	Improvements Required	Year Needed	Estimated Cost of Improvement
Management Sites Stormwater			$9,005,000					
Frederick/Thurston	Frederick/Thurston Ave			Infiltration	Good	Vegetation Management	Annual	
Harrison Ave and Kaiser Road Pond	Harrison Ave/Kaiser Rd	2011	$200,000	Treatment, Storage, Infiltration	Good	Vegetation maintenance	Annual	
Hoffman Road Infiltration Gallery	30th/Hoffman Rd SE	1990s		Infiltration	Good	Cleaning maintenance	Annual	
Indian Creek Treatment Facility	Frederick St/Wheeler Avenue	2001	$400,000	Water Quality Treatment	Good	Sediment removal all cells, vegetation, trail and wall maintenance	Annual	
Joy Ave and Quince St Pond	Joy Ave/Quince St		$150,000	Treatment	Good	Vegetation Management	Annual	
Log Cabin Rd Water Tank Pond	East of Log Cabin/Boulevard Rd	2011	$200,000	Treatment, Storage, Infiltration	Good	Vegetation Management	Annual	
Mud Bay Road Pond	Harrison Ave/Cooper Pt Road NW	2001		Storage/ Treatment	Poor	Compliance with permits, vegetation maintenance	Annual	
North Percival Constructed Wetland	21st/Black Lake Blvd	1995	$2,300,000	Storage/ Treatment	Good	Vegetation/ Public Use Management	Annual	
Oak/Fairview Pond	Oak Avenue/Fairview Street	1990s		Storage	Good	Vegetation Management	Annual	

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Facility	Location	Date Acquired	Historical or Purchase Cost	Acres / Capacity	Present Condition	Improvements Required	Year Needed	Estimated Cost of Improvement
Management Sites Stormwater			$9,005,000					
Pacific Avenue Treatment Facility	Pacific Avenue at Indian Creek	2014	$650,000	Water Quality Treatment	Good	Vegetation maintenance, hydrodynamic separator cleaning, Storm filter replacement	Annual	
Sleater-Kinney Pond	15th/Sleater-Kinney Road	2002	$300,000	Storage/ Treatment	Good	Vegetation Management	Annual	
Stan Hope Pond	Stanhope/Landau, NE	1980		Treatment, Infiltration	Good	Vegetation Management	Annual	
Taylor Wetlands Pond	North of Fones Rd (Home Depot)	2003	$400,000	Treatment, Storage, Infiltration	Good	Vegetation Management	Annual	
Yauger Park Regional Pond	Cooper Pt./Capital Mall Dr.	1983 (Upgraded 2011)	$2,500,000	Treatment, Storage	Good	Vegetation management, plant establishment	Annual	
Low Impact Development Facilities - Stormwater			$30,000					
11th Avenue Bio Swale	11th Avenue SW/Plymouth Street	2006		Treatment, Infiltration, Conveyance	Fair	Vegetation Management	Annual	
Decatur Bio Swale	Decatur St /9th Ave	2009	$30,000	Treatment	Good	Vegetation Management	Annual	
Division/Bowman Rain Garden	Division St/Bowman Ave	2008		Treatment, Storage	Good	Vegetation Management	Annual	

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Facility	Location	Date Acquired	Historical or Purchase Cost	Acres / Capacity	Present Condition	Improvements Required	Year Needed	Estimated Cost of Improvement
Low Impact Development Facilities - Stormwater			$30,000					
Hoadly Rain Garden	Hoadly Street/Governor Stevens Avenue			Treatment, Storage, Infiltration	Fair	Vegetation Management	Annual	
Oak/Fir Rain Garden	Oak Avenue/Fir Street	2011		Treatment, Infiltration	Good	Vegetation Management	Annual	
Yelm Highway Bio-Infiltration Swales	Yelm Hwy/Henderson			Treatment, Infiltration	Good	Vegetation Management	Annual	
Treatment Vaults - Stormwater			$1,060,000					
4th Ave Bridge Treatment Facility	4th Ave Bridge	2004		Water Quality Treatment	Good	Filter Replacement	Bi-Annual	
4th Ave East Treatment Facility	4th Ave/Quince St	2015		Water Quality Treatment	Good	Sediment Removal	Annual	
City Hall Treatment	City Hall	2011	$40,000	Treatment	Good	Sediment Removal, Filter Replacement	Annual	
Decatur Storm Filter	Decatur St /9th Ave	2009	$20,000	Water Quality Treatment	Good	Filter replacement and cleaning	Annual	
Fire Station Headquarters Street Treatment	Puget St/4th Ave E			Water Quality Treatment	Good	Filter replacement and cleaning		
Giles Avenue Treatment Vault	Giles Ave/Division St NW	2004	$300,000	Water Quality Treatment	Good	Sediment removal, primary cell and filter vault	Annual	

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Facility	Location	Date Acquired	Historical or Purchase Cost	Acres / Capacity	Present Condition	Improvements Required	Year Needed	Estimated Cost of Improvement
Treatment Vaults - Stormwater			$1,060,000					
Hands on Children's Museum	Marine Drive	2011		Water Quality Treatment	Good	Filter replacement and cleaning	Annual	
Harrison Avenue Treatment	Three vaults on Harrison Avenue west of Kaiser road	2011	$50,000	Water Quality Treatment	Good	Mulch replacement	Annual	
San Francisco Ave Treatment	San Francisco Ave/Rose St	2009						
Sleater-Kinney / San Mar Treatment	San Mar to Martin Way (Under West Sidewalk)	2003		Treatment	Good	Maintenance cleaning	Annual	
State Avenue Treatment	State Ave, from Plum to Central Street	2015		Water Quality Treatment	New	None	Annual	
West Bay Drive Treatment	West Bay Drive Sidewalk	2015		Water Quality Treatment	New	None	Annual	
Pacific Avenue Treatment Facility	Pacific Avenue at Indian Creek	2014	$650,000	Water Quality Treatment	Good	Vegetation maintenance, hydrodynamic separator cleaning, Storm filter replace.	Annual	
Percival Landing Treatment Vault	Olympia Ave / Columbia St	2011		Water Quality Treatment	Good	Filter replacement and cleaning	Annual	
Property Maintained - Stormwater Natural Resources Areas								
Schneider Creek Check Dams	Ellion St/Orchard Dr				Poor	Remove/ Replace	Not Scheduled	

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Facility	Location	Date Acquired	Historical or Purchase Cost	Acres / Capacity	Present Condition	Improvements Required	Year Needed	Estimated Cost of Improvement
Wastewater Conveyance System								
Wastewater Pipes – Gravity - 187 total linear miles	Citywide	Varies			Good (150 miles) Fair (23 miles) Poor (13 miles) Unknown (1 mile)	Priority Repairs	Annual	$365,000
Wastewater Pipes – Force Main - 10 total linear miles	Citywide	Varies				Long-term force main upgrades	2024-2029	$1,800,000
Wastewater STEP Systems 1,730 residential and 20 commercial	Citywide	Varies				Residential STEP Equipment Upgrades	Ongoing, as feasible	$450,000
Wastewater STEP Pressure Mains - 28 total linear miles	Citywide	Varies						
Wastewater Structures (manholes, cleanouts, etc.)	Citywide	Varies				Maintenance hole repair and replacements	2021-2024	$232,000
Other Jurisdictions Wastewater and Reclaimed Water Facilities (owned by LOTT Clean Water Alliance)								
Capitol Lake Pump Station	Deschutes Parkway			24mgd				
Budd Inlet Treatment Plan	500 Adams St NE			Can process up to 22mgd of wastewater; Can produce up to 1.5 mgd of reclaimed water				

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Facility	Location	Date Acquired	Historical or Purchase Cost	Acres / Capacity	Present Condition	Improvements Required	Year Needed	Estimated Cost of Improvement
Other Jurisdictions Wastewater and Reclaimed Water Facilities (owned by LOTT Clean Water Alliance)								
Major Interceptor Sewer Lines	Along Martin Way and Capitol Way; Indian and Percival Creeks; Black Lake and Cooper Pt Roads; around Capital Lake			16 miles				
Reclaimed Water Transmission Lines	Downtown area			4,000 feet				
Creeks								
Indian/Moxie Creek	Various Locations					Water Quality/ Habitat Improvements	Ongoing	
Percival Creek	Between Percival Cove & Hwy 101					Water Quality/ Habitat Improvements	Ongoing	
Schneider Creek	Various Locations					Water Quality/ Habitat Improvements	Ongoing	
Woodard Creek	Various Locations					Water Quality/ Habitat Improvements	Ongoing	
Parking Lots								
Columbia St & 4th Ave Parking Lot	122 4th Ave W		$286,150	.17 Ac	Fair	Drainage, repavement, striping	Not scheduled	

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Facility	Location	Date Acquired	Historical or Purchase Cost	Acres / Capacity	Present Condition	Improvements Required	Year Needed	Estimated Cost of Improvement
Parking Lots								
Olympia Ave at Franklin St Parking Lot	303 Franklin St NE		$369,340	.33 Ac	Fair	Drainage, repavement, striping	Not scheduled	
State Ave and Washington St Parking Lot	205 State Ave NE		$457,600	.33 Ac	Poor	Drainage, repavement, striping	Not scheduled	
Former Senior Center Gravel Parking Lot at State and 4th	114 Columbia St NW		$275,950	.17 Ac	Poor	Paving	Not scheduled	
	116 Columbia St NW		$288,150	.17 Ac				
State and Capital Parking Lot	107 State Ave NE		$269,600	.16 Ac	Fair	repavement, striping	Not scheduled	
Facilities		Year Built	$97,425,300			This Section below is currently being updated as part of the Building Condition Assessment Report		
City Hall	601 4th Ave E	2011	$35,650,000		Excellent			
Community Center/ Olympia Center	222 N Columbia	1987	$5,301,000		Good			
Court Services Building	909 8th Ave	1975	$143,000		Fair			
Family Support Center	201/211 N Capitol Way	1940	$1,443,600		Good			
Farmers Market	Capitol Way	1996	$1,000,000		Good			
Fire Station No. 1	100 Eastside St NE	1993	$4,403,900		Good			
Fire Station No. 2	330 Kenyon St NW	1991	$1,233,500		Good			
Fire Station No. 3	2525 22nd Ave SE	1992	$416,700		Good			

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Facility	Location	Date Acquired	Historical or Purchase Cost	Acres / Capacity	Present Condition	Improvements Required	Year Needed	Estimated Cost of Improvement
Parking Lots								
Fire Station No. 4	3525 Stoll Rd SE	2011	$7,095,700		Excellent			
Hands on Children's Museum	401 Jefferson St SE	2012	$18,500,000		Excellent			
Lee Creighton Justice Center	900 Plum St SE	1967	$2,432,300		Fair			
Maintenance Center Complex	1401 Eastside St	1976	$3,849,300		Fair			
Mark Noble Regional Fire Training Center	1305 Fones Rd	2013	$8,720,800		Excellent			
Old Fire Station Training Center	2200 Boulevard Rd SE	1962	$65,000		Good			
Police Firing Range	6530 Martin Way E	1987	$245,000		Good			
The Washington Center	512 Washington St	1985	$4,181,700		Good			
Olympia Timberland Library	313 8th Ave SE	1981	$2,743,800		Good			

Facilities Owned by Other Public Entities Within the City of Olympia								
Olympia School District	See the Olympia School District's Capital Facilities Plan for a facilities inventory list, capacities and map (part of Olympia's Adopted CFP).							
Port of Olympia	See Port of Olympia Comprehensive Scheme of Harbor Improvements for a Budd Inlet District Map. (http://www.portolympia.com/index.aspx?nid=235)							

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Facility	Location	Date Acquired	Historical or Purchase Cost	Acres / Capacity	Present Condition	Improvements Required	Year Needed	Estimated Cost of Improvement
Facilities Owned by Other Public Entities Within the City of Olympia								
South Puget Sound Community College Campus	2011 Mottman Road SW. See SPSCC website for a campus map. (http://spscc.ctc.edu/)		Varies (Olympia campus is about 102 acres; with about 86.5 acres in City of Olympia jurisdiction)					
State of Washington	See campus map on State of Washington Department of Enterprise Services website. (http://des.wa.gov/Pages/default.aspx)							
Thurston County	See inventory list in Thurston County Capital Facilities Plan. (http://www.co.thurston.wa.us/planning/comp_plan/comp_plan_document.htm)							
Bridges			$39,000,000					
Olympia-Yashiro Friendship Bridge	4th Ave Bridge	1919, Replaced 2004	$39,000,000		Good			
5th Avenue Bridge	5th Ave	1958, Rebuilt 2004			Good			
Priest Point Park Bridge	2700 Block East Bay Dr	1972			Good			
Percival Creek Bridge	Cooper Point Dr/AutoMall Dr at Evergreen Park Dr SW	1986			Good			
R.W. Johnson Road Culvert	R.W. Johnson Blvd, 700' N of Mottman Rd	2003			Good	Bank Stabilization		

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Facility	Location	Date Acquired	Historical or Purchase Cost	Acres / Capacity	Present Condition	Improvements Required	Year Needed	Estimated Cost of Improvement
Streets								
Arterial Classification- 106 lane miles	Citywide	Varies		Average system condition rating is 66. Target condition rating is 75.		$48 million (in 2012 dollars)		
Collector Classification- 124 lane miles	Citywide	Varies						
Neighborhood Collector Classification- 42 lane miles	Citywide	Varies						
Local Access Classification- 236 lane miles	Citywide	Varies						
Urban Collector- 17 lane miles	Citywide	Varies						
Wellhead Protection			$1,154,788	10 Acres				
Klabo		1998	$1,000,000					
McAllister Wellfield Vicinity		2003	$154,788	10 Acres	Unimproved			
Miscellaneous			$3,743,000	13.08 Acres				
Chambers Ditch (Maintained by Chambers Drainage Ditch District)	Southeast, from outlet of Chambers Lake to Yelm Highway	Stormwater Conveyance						
Old City Dump/Top Foods	NW of Top Foods		$3,586,800	12.34 Ac				
Old Gravel Pit	800' East of Kenyon St & 4th Ave		$128,000	.35 Ac				
Woodland Park Parcel (Acquired through LID delinquency)	2710 Aztec Dr NW	2010	$28,200	.39 Ac	Undeveloped			

Glossary of Terms & Acronyms

Allocation

To set aside or designate funds for specific purposes. An allocation does not authorize the expenditure of funds.

Appropriation:

An authorization made by the City Council for expenditures against the City's Annual Budget. Appropriations are usually made for fixed amounts and are typically granted for a one-year period.

Appropriation Ordinance:

An official enactment by the legislative body establishing the legal authority for officials to obligate and expend resources.

Arterial Street Funds (ASF):

State grants received for the dedicated purpose of improvements to arterials. The source of funding is the state gas tax.

Assessed Value (AV):

The fair market value of both real (land and building) and personal property as determined by the Thurston County Assessor's Office for the purpose of setting property taxes.

Assets:

Property owned by a government which has monetary value.

Bond:

A written promise to pay (debt) a specified sum of money (principal or face value) at a specified future date (the maturity date(s)) along with periodic interest paid at a specified percentage of the principal (interest rate).

Bond Anticipation Notes: (BANs)

Short-term interest-bearing notes issued in anticipation of bonds to be issued at a later date. The notes are retired from proceeds of the bond issue to which they are related.

Budget (Operating):

A plan of financial operation embodying an estimate of proposed expenditures for a given period (typically a fiscal year) and the proposed means of financing them (revenue estimates). The term is also sometimes used to denote the officially approved expenditure ceilings under which a government and its departments operate.

Bulb out:

An extension of the curb that juts out into the roadway, approximately seven feet wide (the width of a parking space).

Capital Budget:

A plan of proposed capital expenditures and the means of financing them. The capital budget may be enacted as part of the complete annual budget including both operating and capital outlays. The capital budget is based on a Capital Facilities Plan (CFP).

Capital Expenditure:

Expenditure resulting in the acquisition of or addition to the City's general fixed assets.

Capital Facilities:

A structure, improvement, piece of equipment or other major asset, including land that has a useful life of at least five years. Capital facilities are provided by or for public purposes and services including, but not limited to, the following:

- Bikeway and Disability Access Ramps Detention Facilities
- Drinking Water
- Fire and Rescue
- Government Offices
- Law Enforcement
- Libraries
- Open Space
- Parks (Neighborhood and Community)
- Public Health
- Recreational Facilities
- Roads
- Sanitary Sewer
- Sidewalks, Bikeway, and Disability Access Ramps
- Solid Waste Collection and Disposal
- Stormwater Facilities
- Street Lighting Systems
- Traffic Signals

Capital Facilities Plan:

A twenty-year plan to implement the comprehensive plan vision, showing how the City will provide urban governmental services at adopted levels of service standards for the existing and projected population growth in the City and Urban Growth Area. It includes projected timing, location, costs, and funding sources for capital projects. The CFP identifies which capital facilities are necessary to support development/growth. Projects in the CFP are directly related to the applicable master plan or functional plans, such as the Parks, Arts and Recreation Plan, the Storm and Surface Water Plan, and other similar plans. The CFP is an element of the Comprehensive Plan, which is required to be internally consistent with the other chapters of the plan and the City budget.

Capital Improvement:

A project to create, expand or modify a capital facility. The project may include design, permitting, environmental analysis, land acquisition, construction, landscaping, site improvements, initial furnishings, and equipment.

Capital Improvement Plan (CIP) Fund:

A fund used to pay for general municipal projects (excludes utilities). The money is derived from the real estate excise tax, interest, utility tax (1%), and the year-end cash surplus.

CFP General Fund Revenues:

These revenues include 1% non-voted utility tax on gas, electric and telephone utilities plus 6% utility tax on Cable TV. In addition to the utility tax, CIP revenues include REET, interest, and contributions from the General Fund.

Concurrency:

In growth management terms, capital facilities must be finished and in place at the time or within a reasonable time period following the impact of development.

Councilmanic:

Debt that is incurred by the City Council. A vote of the people is not required. The funds to repay the debt must come from the City's general revenues.

Debt Capacity:

The amount of money a jurisdiction can legally afford to borrow.

Debt Service:

Payment of interest and principal to holders of a government's debt instruments.

Development Orders and Permits:

Any active order or permit granting, denying, or granting with conditions an application for a land development approval including, but not limited to impact fees, inventory, and real estate excise tax.

Federal Aid to Urban Systems (FAUS):

A grant received for improvements to the City's transportation network.

Fund Balance:

The excess of an entity's assets over its liabilities. The City's policy is to maintain a fund balance of at least 10% of the operating revenues in all funds. This term may also be referred to as Retained Earnings in the Utility funds or yearend surplus in the General Fund.

Gas Tax:

Money received by the City from the State Gas Tax. The funds may only be used for improvements to arterials.

General Facility Charges (GFC):

Payment of monies imposed for development activity as a condition of granting development approval in order to pay for utilities needed to serve new development.

Grant:

A funding source provided by the State or Federal government.

Impact Fees:

A payment of money imposed for development activity as a condition of granting development approval in order to pay for the public facilities needed to serve new growth and development. By state law, impact fees may be collected and spent on roads and streets, parks, schools, and fire protection facilities.

Increased Rates (INCRATES):

Sufficient funds do not exist for the project to occur without a rate increase.

Interim Use and Management Plan (IUMP): The portion of the Parks Plan that reflects parks/parcels that need minimal property development of the property so that it can be used until the property is further developed for full use by the public.

Inventory:

A listing of City of Olympia's public facilities including location, condition, and future replacement date.

Level of Service:

A quantifiable measure of the amount of public facility that is provided. Typically, measures of levels of service are expressed as ratios of facility capacity to demand (i.e., actual or potential users).

Local Improvement Districts: (LID)

A mechanism to pay for improvements (i.e., streets, sidewalks, utilities) that directly benefit the property owner.

Neighborhood Traffic Management Program: (NTMP)

A program to reduce the speed/traffic in neighborhoods. The plan includes the use of traffic circles or islands, speed bumps, improved signage or restriping.

Operation and Maintenance (O&M)

Operation and maintenance expense.

Pervious or Porous Pavement:

A permeable pavement surface with a stone reservoir underneath. The reservoir temporarily stores surface runoff before infiltrating it into the subsoil. Runoff is thereby infiltrated directly into the soil and receives some water quality treatment.

Public Works Trust Fund (PWTF) Loans:

Low interest loans from the State of Washington for "public works" projects.

Rates:

The existing rate of the various utilities sufficient to pay for the cost of projects.

Repairs and Maintenance: (General)

Building/facility repairs/maintenance up to $50,000, and with a life expectancy of less than five years. General repairs and maintenance are paid from the City Operating Budget.

Repairs and Maintenance: (Major)

Building/facility repairs/maintenance up to $50,000 or more with a life expectancy of five years or more. Major repairs and maintenance are paid from the Capital Budget.

Real Estate Excise Tax (REET):

The City of Olympia charges 1/2% tax on all real estate transactions to fund capital improvements.

SEPA Mitigation Fees:

Fees charged to "long plats" or new major developments for their direct impact on the system. SEPA mitigation measures must be related to a specific adverse impact identified in the environmental analysis of a project. The impact may be to the natural or built environment, including public facilities.

Septic Tank Effluent Pump (STEP):

This is an alternative to gravity flow sewage systems. The Council eliminated the use of future STEP systems in 2005.

Six-year Financial Plan:

A six-year financially constrained plan of identified projects, anticipated costs, and proposed funding sources that is part of the Capital Facilities Plan.

Site Stabilization Plan (SSP):

The portion of the Parks Plan that reflects parks/parcels that need additional work to increase safety by putting up fences, gates, or removing debris, etc.

Transportation Benefit District (TBD):

The Olympia City Council makes up the TBD Board, enacted by City Council in 2008. Each vehicle registered within the City of Olympia at the time of renewal is assessed $40 for transportation improvements in Olympia. The TBD Board currently contracts with the City to fund transportation projects.

Utility Tax:

The City of Olympia charges the statutory limit of 6% on private utilities (electric, gas, telephone and Cable TV). 1% of the amount on gas electric and telephone goes to the Financial Plan. The total 6% tax on Cable TV goes to major maintenance. In 2004, voters approved an additional 3% increase in this tax, for a total of 9%. Of the 3%, 2% is for Parks and 1% is for recreational sidewalks.

Voted:

Voted debt requires the citizens' vote for approval to increase property taxes to pay for the project.

Acronyms	
AC	Asbestos Cement
ADA	Americans with Disabilities Act
AV	Assessed Value
CAMP	Capital Asset Management Program
CFP	Capital Facilities Plan
CIP	Capital Improvement Program
DFW	Department of Fish and Wildlife
DOE	Department of Energy
DOH	Department of Health
EDDS	Engineering Design and Development Standards
EMS	Emergency Medical Services
ENV	Environmental
FF&E	Furniture, Fixtures and Equipment
GFC	General Facilities Charge
GHG	Green House Gases

Acronyms	
GMA	State of Washington Growth Management Act
GMP	Guaranteed Maximum Price
GO	General Obligation
GTEC	Growth and Transportation Efficiency Centers
HES	Hazard Elimination Safety
HOCM	Hands on Children's Museum
I&I	Inflow and Infiltration
IAC	Interagency Committee for Outdoor Recreation
IPM	Integrated Pest Management
IUMP	Interim Use and Management Plan
LBA	Little Baseball Association
LED	Light Emitting Diodes
LEED	Leadership in Energy and Environmental Design
LID	Local Improvement District
LOS	Level of Service
LOTT	Lacey, Olympia, Tumwater, Thurston County
LTFS	Long Term Financial Strategy
NPDES	National Pollutant Discharge Elimination System
NTMP	Neighborhood Traffic Management Program
O&M	Operations and Maintenance
OPARD	Olympia Parks, Arts and Recreation Department
OMPD	Olympia Metropolitan Park District
OWT	Olympia Woodland Trail
PFD	Public Facilities District
PMMP	Parks Major Maintenance Program
PSI	Pounds per Square Inch
PWTF	Public Works Trust Fund
RCO	Recreation and Conservation Office
REET	Real Estate Excise Tax

Acronyms	
RFP	Request for Proposal
SDWA	Federal Safe Drinking Water Act
SEPA	State Environmental Policy Act
SPSCC	South Puget Sound Community College
SSP	Site Stabilization Plan
STEP	Septic Tank Effluent Pump
TBD	Transportation Benefit District
TIP	Transportation Improvement Program
TOR	Target Outcome Ratios
TRPC	Thurston Regional Planning Council
TSP	Transit Signal Priority
UBIT	Under Bridge Inspection Truck
UFC	Uniform Fire Code
UGA	Urban Growth Area
UGMA	Urban Growth Management Area
WWRF	Washington Wildlife Recreation Fund
WWRP	Washington Wildlife and Recreation Program

Olympia School District

Capital Facilities Plan, DRAFT

2020-2025

7-31-2019

Executive Summary

The Olympia School District's 2020-2025 Capital Facilities Plan (CFP) has been prepared as the district's principal six-year facility planning document in compliance with the requirements of the Washington State Growth Management Act. This plan is developed based on the district's recent long range facilities master plan work, which looked at conditions of the district facilities, projected enrollment growth, utilization of current schools and the capacity of the district to meet these needs from 2010 to 2025. This report is the result of a volunteer Facilities Advisory Committee (FAC)who worked with the district and a consulting team for nearly six months. In addition to this 2011 Master Plan and the updates that are underway, the district may prepare other facility planning documents consistent with board policies, to consider other needs of the district as may be required.

This CFP consists of four elements:

1. An inventory of existing capital facilities owned by the Olympia School District including the location and student capacity of each facility.
2. A forecast of future needs comparing student enrollment projections against permanent facility student capacities. The basis of the enrollment forecast was developed by demographer Dr. W. Les Kendrick. The student generation rate used to calculate the impact fee for this plan was developed by demographer Michael McCormick.
3. The proposed locations and capacities of new and expanded facilities anticipated to be constructed or remodeled over the next six years and beyond.
4. A financing plan for the new and expanded facilities anticipated to be constructed over the next six years. This plan outlines the source of funding for these projects including state revenues, local bond revenue, local levy revenue, impact fees, mitigation fees, and other revenues.

This CFP contains updates to plans that address how the district will respond to state policies to reduce class size. The Legislature has recently enacted legislation that targets class size reduction by the 2019-20 school year (SY). The Supreme Court has mandated implementation of this legislation, and an initiative of the people (I-1351) was enacted and then amended by the Legislature; all of these policy increments significantly impact school housing needs. All of these policy increments have included conversion of half-day kindergarten to full-day kindergarten as state policy; it is now fully implemented.

The 2011 Master Plan and updates contain multiple projects to expand the district's facility capacity and major modernizations. Specifically, the plan included major modernizations for Garfield (with expanded capacity), Centennial, McLane, and Roosevelt Elementary Schools; limited modernization for Jefferson

Middle School; and modernizations for Capital High School. The plan called for the construction of a new building, with expanded capacity, for the Olympia Regional Learning Academy. The plan called for the construction of a new elementary/intermediate school (serving grades 5-8) on the east side of the district. In the 2015 Master Plan update to the 2011 Master Plan, this new intermediated school project will not move forward. The district will expand capacity at five elementary schools via mini-buildings of permanent construction consisting of 10 classrooms each. In addition, in order to nearly double Avanti High School enrolment, Avanti is scheduled to expand to use the entire Knox building; the administration would move to a different building. At Olympia High School, the district would reduce reliance on 10 portables by building a new permanent building of about 22 classrooms. Finally, the plan includes a substantial investment in systems modernizations and major repairs at facilities across the district.

This 2020-2025 Capital Facilities Plan (CFP) is intended to guide the district in providing new capital facilities to serve projected increases in student enrollment as well as assisting the district to identify the need and time frame for significant facility repair and modernization projects. The CFP will be reviewed on an annual basis and revised accordingly based on the updated enrollment and project financing information available

DRAFT Capital Facilities Plan

2020-2025

Olympia School
District, July 31, 2019

I. School Capacity, Methodology and Levels of Service

The primary function of calculating school capacities is to allow observations and comparisons of the amount of space in schools across the Olympia School District (OSD) and plan for growth in the number of students anticipated at each school. This information is used to make decisions on issues such as locations of specialty program offerings, enrollment boundaries, portable classroom units, new construction and the like.

School capacities are a general function of the number of classroom spaces, the number of students assigned to each classroom, how often classrooms are used, and the extent of support facilities available for students, staff, parents and the community. The first two parameters listed above provide a relatively straightforward calculation, the third parameter listed is relevant only to middle and high schools, and the fourth parameter is often a more general series of checks and balances.

The district's historical guideline for the maximum number of students in elementary school classrooms is as follows. The table below also identifies the guideline of the new initiative and the square footage guideline used for costing construction:

Class Size Guidelines	OSD Historical Guidelines	2014 I-1351 Voter Approved (Not funded by Legislature):	Square Footage Guideline:	ESHB 2242 Enacted in 2017:
Kindergarten	23 students	17 students	25-28 students	17 students
Grades 1-2	23 students	17 students	25-28 students	17 students
Grades 3	25 students	17 students	28 students	17 students
Grades 4-5	27 students	25 students	28 students	27 students

As the district constructs new cclassrooms, the class size square footage guideline is tentatively set to accommodate 25-28 students. Occasionally, class sizes must exceed the guideline, and be in overload status. The district funds extra staffing supports for these classrooms when they are in overload status. In most cases, the district needs to retain flexibility to a) place a 4th or 5th grade into any physical classroom; and b) size the classroom square footage to contain a classroom in overload status where needed. In addition, there is the possibility that class sizes would be amended at a later time to increase. Further, state policy makers have delayed Initiative 1351 implementation and there appears to be little intent to implment the initative. For

these reasons, the district is maintaining its historical practice of constructing classrooms to hold 28 students comfortably. This is consistent with the newly enacted finance system for K-12 public education, in that the 2017 Legislature has retained the class size for 4th and 5th grade at 27 students.

Typically, OSD schools include a combination of general education classrooms, special education classrooms, and classrooms dedicated to supportive activities, as well as classrooms dedicated to enrichment programes such as art, music, language and physical education. Some programs , such as special education serve fewer studet but require regular-sized classrooms. An increased neeed for these programs at a given school can reduce that school's toatal capacity. In other words, the more regular sized classrooms that are occupied by smaller numbers of students, the lower the school capacity calculation will be. Any school's capacity, primarily at elementary level, is directly related to the programs offered at any given time.

Special education classroom use at elementary level includes supporting the Infant/Toddler Preschool Program, Integrated Kindergarten Program, DLC Program (Develpmental Learning Classroom, which serves students with moderate cognitive delays), Life Skills Program (students with significant cognitive delays), LEAP Program (Learning to Engage, be Aware and Play program for students with significant behavior disabilities) and the ASD Program (Students with Autism Spectrum Disorders.) At middle and/ or high level, special education classroom use includes supporting the DLC Program, Life skills Program, HOPE Program (Help Our People Excel for students with significant behavior disabilities) and the ASD Program.

Classrooms dedicated to specific supportive activities include serving IEP's (Individual Education Plan), OT/PT services (Occupational and Physical Therapy), speech and language services, ELL services (English Language Learner), ALPS services (the district's program for highly capable 4th and 5th graders), as well as non-specific academic support for struggling students (primarily Title I of the No Child Left Behind Act.)

Of note, the district has a practice of limiting school size to create appropriately-sized learning communities by limiting elementary school size to about 500 students, middle schoool size to about 800 students, and high school size about 1,800 students. These limits represent a guide, but not an absolute policy limit and in this CFP update the guideline is adjusted slightly. The district's 2015 review and update of the 2011 Master Plan included the FAC's recommendation that exceeding these sizes was desirable if the school still functioned well, and that a guideline should be exceeded when it made sense to do so. Therefore the plans for future enrollment growth are based on this advice and some schools are intended to grow past these sizes.

Methodology for Calculating Building Capacity

Elementary School

For the purpose of creating an annual CFP, student capacity at individual elementary schools is calculated by using each school's current room assignments. (E.g. How many general education classrooms are being used, and what grade level is being taught? How many different special education classrooms are being used? How many classrooms are dedicated to supportive activities like the PATS Program, ELL students, etc.?)

Throughout the district's elementary schools, special programs are located according to a combination of criteria including the proximity of students who access these special programs, the efficiency of staffing resources, and available space in individual schools. Since the location of special programs can shift from year to year, the student capacities can also grow or retract depending on where the programs are housed. This fluctuation is captured in what is termed the "Program Capacity" of each school. That is to say that "Program Capacity" is calculated based on the programs offered at a given school each year, instead of a simple accounting of the number of classroom spaces (See Table A.)

Middle and High Schools

Capacity at middle school and high school levels are based on the number of "teaching stations" that include general-use classrooms and specialized spaces, such as music rooms, computer rooms, physical education space, industrial arts space, and special education and/ or classrooms dedicated to supportive activities. In contrast to elementary schools, secondary students simultaneously occupy these spaces to receive instruction. As a result, the district measures the secondary school level of service based on a desired average class size and the total number of teaching stations per building. The capacities of each secondary school are shown on Table B.

Building capacity is also governed by a number of factors including guidelines for maximum class size, student demands for specialized classrooms (which draw fewer students than the guidelines allow), scheduling conflicts for student programs, number of work stations in laboratory settings, and the need for teachers to have a work space during their planning period. Together these limitations affect the overall utilization rate for the district's secondary schools.

This rate, in terms of a percentage, is applied to the number of teaching stations multiplied by the average number of students per classroom in calculating the effective capacity of each building. The levels of service for both middle and high school equates to an average class loading of 28 students based upon an 80% utilization factor. The only exception is Avanti High School, the district's alternative high school program, which does not consist of any specialized classroom space and has relatively small enrollment, so a full 100% utilization factor was used to calculate this school's capacity.

The master plan includes estimates for both current and maximum utilization. In this CFP we have used the current utilization capacity level because it represents the ideal OSD configurations of programs and services at this time. It is important to note that there is very little added capacity generated by employing the maximum utilization standard.

Level of Service Variables

Several factors may impact the district's standard Level of Service(LOS) in the future including program demands, state and federal funding, collective bargaining agreements, legislative actions, and available local funding. These factors will be reviewed annually to determine if adjustments to the district's LOS are warranted. The district is experiencing growth in its special education preschool population and is exploring opportunities to provide other additional or expanded programs to students in grades K-12. This review may result in a change to the standard LOS in future Capital Facilities Plans.

Alternative Learning

The district hosts the Olympia Regional Learning Academy (ORLA), which serves students from both within and outside of the district's boundaries. The program, which began in 2006, now serves approximately 440 students. Each year since 2006 the proportion of students from within the Olympia School District has increased. Therefore, over time, the program will have a growing positive impact on available capacity within traditional district schools. As more students from within district schools migrate to ORLA, they free up capacity to absorb projected growth.

The Olympia School District is also committed to serving as this regional hub for alternative education and services to families for non-traditional education. The program is providing education via on-line learning, home-school connect (education for students that are home-schooled), and Montessori elementary education.

Finally, Olympia School District is committed to providing families with alternatives to the traditional public education, keeping up with the growing demand for these alternatives, and to providing ORLA students and families with a safe facility conducive to learning.

Elementary School Technology

In capacity analyses, the district has assumed that current computer labs will be converted to classrooms. The ease of use, price, and industry trend regarding mobile computing afford the district the opportunity to eliminate six classrooms/ portables from a computer lab design into a classroom.

Preschool Facilities

The district houses 10 special needs preschool classrooms across the district. Recently the district has been leasing space from a church due to a lack of classroom space. The CFP addresses the need to house these classrooms in district facilities. For the 2017-18 SY, all preschool classrooms are housed in public schools; 2 classrooms have been moved from leased space to schools.

Table A

Elementary School Capacities (Current Utilization Standard and Current Class Size)

Olympia School District Capacity; 2015 Master Plan with Selected Updates

Elementary Schools*	September 2018 Headcount K-5	Building Capacity	Portable Capacity	Total Capacity	Notes
Boston Harbor	177	176	42	218	---
Brown, LP	372	360	42	402	---
Centennial	516	764	63	827	Mini-building included.
Garfield	366	449	58	507	---
Hansen	468	827	42	869	Mini-building included.
Lincoln	291	273	0	273	---
Madison	230	252	42	294	---
McKenny	350	402	84	486	---
McLane	341	738	42	780	Mini-building included.
Pioneer	457	759	0	759	Mini-building included.
Roosevelt	404	751	0	751	Mini-building included.
Totals	**3,972**	**5,751**	**415**	**6,166**	---
West Side Totals	**1,547**	**2,374**	**184**	**2,558**	(LPBES, GES,HES, McLES)
East Side Totals	**2,425**	**3,377**	**231**	**3,608**	(BHES, CES, LES, MES, McKES, PES, RES)

*Including some of the capacity used for preschools.

Table B

Middle and High School Capacities (Current Utilization Standard and Current Class Size)

Olympia School District Capacity; 2015 Master Plan with Selected Updates

Middle Schools	September 2018 Headcount K-5	Building Capacity	Portable Capacity	Total Capacity	Notes
Jefferson	471	600	23	623	Portable is devoted to Boys/Girls Club.
Marshall	416	515	0	515	---
Reeves	438	559	23	582	---
Washington	799	797	23	820	---
Totals	**2,124**	2,471	69	2,540	---

High Schools	September 2018 Headcount K-5	Building Capacity	Portable Capacity	Total Capacity	Notes
Avanti	169	200	0	200	**---**
Capital	1,336	1,452	46	1,498	---
Olympia	1,782	1,665	185	1,850	---
High School Totals	**3,287**	3,317	231	3,548	---

ORLA	September 2018 Headcount K-5	Building Capacity	Portable Capacity	Total Capacity	Notes
ORLA	629	700	0	700	Capacity is calculated as an elementary school (100% utilization); 25 students per classroom.
Total Capacity	**10,012**	**12,239**	**715**	**12,954**	**---**

Note: Utilization factor for middle and high schools is 80%. Utilization factor for ORLA is 100%.

Olympia School District Building Locations

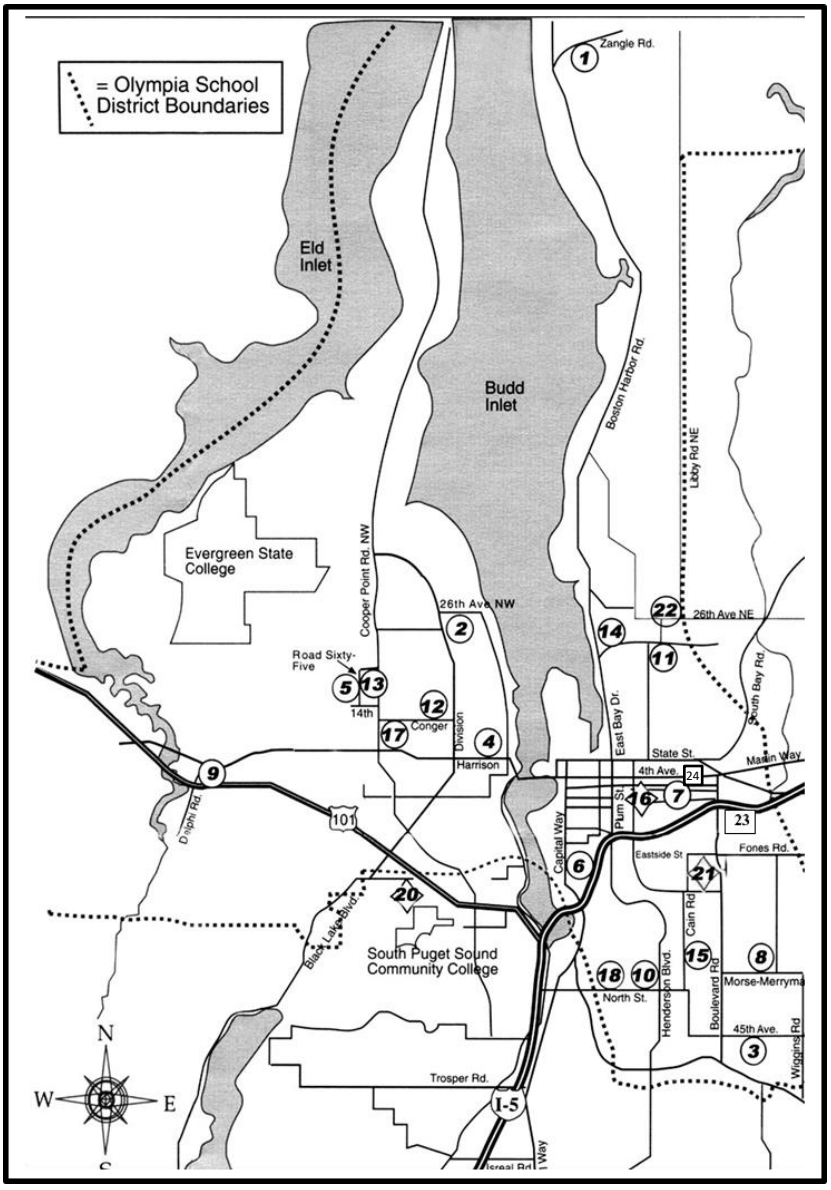


Figure 1: Map of School District Building Locations

Key

Elementary Schools

1. Boston Harbor
2. L.P. Brown
3. Centennial
4. Garfield
5. Hansen
6. Lincoln
7. Madison
8. McKenny
9. McLane
10. Pioneer
11. Roosevelt

Middle Schools

12. Jefferson
13. Marshall
14. Reeves
15. Washington

High Schools

16. Avanti
17. Capital
18. Olympia

Other Facilities

19. New Market Voc. Skills Ctr.
20. Transportation
21. Support Service Center
22. John Rogers
23. Olympia Regional Learning Academy
24. Knox 111 Administrative Bldg.

Figure 2: Legend of Olympia School District buildings with each school referenced on the map in Figure 1.

II Forecast of Future Facility Needs

Olympia School District Enrollment Projections

The following enrollment projection summary was prepared by Dr. William 'Les' Kendrick. The district updates enrollment projections every five years; this summary was prepared in 2015.

Summary Prepared by Demographer, Dr. Les Kendrick

Enrollment in the Olympia School District has trended up over the past three years. This is in sharp contrast to the relatively flat enrollment trend that was in place for much of the past decade. Over the past three years we have seen improvements in the local and regional real estate market, and the entering kindergarten classes have been larger as the bigger birth cohorts from 2007 to 2009 have become eligible for school. These trends have contributed to the recent net gains in enrollment. The question is, will these trends continue or do we expect a return to a flat or declining pattern over the next decade?

In a report completed in 2011, a demographer predicted Olympia would begin to see a general upward trend in enrollment between 2011 and 2025, due to larger birth cohorts entering the schools and projected population and housing growth within the district boundary area. For the most part this pattern has held true, though the official enrollment in October 2014 was approximately 150 students below the medium range projection completed in March 2011. The purpose of this report is to update the enrollment projections and extend them out to 2030.

The first part of this analysis provides general narrative describing the recent enrollment and demographic trends with a discussion of what is likely to happen in the future. The next part of the analysis is divided into sections which highlight specific demographic trends and their effect on enrollment. Each section begins with a set of bulleted highlights which emphasize the important information and conclusions to keep in mind when viewing the accompanying charts and tables.

Following this discussion, the detailed forecasts by grade level for the district are included. This section provides a variety of alternative forecasts including low, medium, and high range options that emphasize the uncertainty we encounter when trying to predict the future. The medium range forecast is recommended at this time, though it is important to give at least some consideration to the low and high alternatives in order to determine what actions might be taken if enrollment were to trend close to these options.

The final section presents enrollment projections by school. These projections are balanced to the medium range district forecast and are designed to assist with facilities planning, boundary adjustments, or other matters that are relevant in school district planning.

Finally, it is worth noting that sometimes there will be unpredictable changes in the local or regional environment (dramatic changes in the economy, the housing market, or even natural disasters that can lead to enrollment trends that diverge widely from the estimates presented here. For this reason, the district will update the long range projections periodically to take advantage of new information; typically, a new update is prepared every 5 years.

Enrollment Trends – Past, Present, and Future

As noted in the introduction, enrollment in the Olympia School District has trended up in the past three years. Olympia's share of the county K-12 public school enrollment has also increased during this time period. Between 2000 and 2010 the district's share of the County K- 12 enrollment declined from 24.3% in October 2000, to 22.7% by October 2010. The North Thurston and Yelm school districts saw big gains in their K-12 population between 2000 and 2010, consistent with their overall gain in the general population. Since 2010, however, Olympia's share of the K-12 public school market has increased to 23.1%.

Shifts and changes in school age populations over time are not unusual as housing development, local economic changes, and family preferences can lead to shifts and changes from year to year. Over the next decade, however, it is likely that most, if not all, of the school districts in the County will see some gain in their enrollment as the larger birth cohorts from recent years become eligible for school. Since 2007, Thurston County has seen an average of about 3000 births per year, with recent years trending even higher. This compares to an average of 2500 births a year that we saw between 1997 and 2006. As these larger birth cohorts have begun to reach school age (kids born in 2007 would be eligible for school in 2012) overall kindergarten enrollment in Thurston County has increased. In Olympia specifically, the 2014 kindergarten class was larger than any class from the previous 13 years

Looking ahead, births are expected to continue to trend up some at least through 2025, with births in the county remaining above 3000 for the foreseeable future. This trend is partly generational, as the grandchildren of the baby boomers reach school age, and partially due to a good State economy that continues to attract young adults who already have children or might be expected to have children in the future. The forecast from the State for Thurston County predicts that there will be more women in the population between the ages of 20 and 45 over the next decade than we have seen in the previous decade. As a result, we expect larger birth cohorts with accompanying gains in K-12 enrollment. This trend is also evident in the counties near Seattle (King, Pierce, Kitsap, and Snohomish). More births throughout the region mean that there will be more families with school-age children buying houses over the next decade.

In addition to birth trends, the real estate market is improving. According to a recently completed report by Mike McCormick, the Olympia School District saw a net gain of over 1,000 new single family units and over 600 multi-family units between 2009 and 2013. These numbers are substantially higher than results of the 2011 analysis.

New housing development typically brings more families with children into the district. According to the McCormick analysis, Olympia saw a gain of about 50 students for every 100 new single family homes that were built, and about 23 students for every 100 new multi-family units. These gains are in line with the averages seen in the Puget Sound area where there is typically an average gain of about 50 students per 100 new single family homes and 20-25 students for every 100 new multi-family units. These are averages, of course, and the numbers can vary widely across districts.

The McCormick results are also consistent with estimates from the Office of Financial Management (OFM) for the State of Washington. OFM reports that just under 1,800 housing units have been added to the district's housing stock since the 2010 Census (2010 to 2014). If this pace were to continue, the district would see over 4000 units added to the housing stock between 2010 and 2020.

There are reasons to project that the pace of new home development could be even greater. The OSD tracking of current housing projects shows that there are just over 3200 units (approximately 1,700 single family units and 1,500 multi-family units) that are in various stages of planning. Some of the units have been recently completed and others are moving at a very slow pace, so it is difficult to predict how many will be completed by 2020[1]. Assuming complete build-out by 2020, this would add an additional 3,200 units to those already completed, resulting in a net gain of approximately 5,000 housing units between 2010 and 2020. This is reasonably close to the housing forecasts produced by the Thurston Regional Planning Council (TRPC), though the latter forecast also predicts that the average household size in Olympia will continue to drop over time, resulting in fewer residents per house (and perhaps fewer students per house as well). Since the 2015 analysis of new homes/ units, 1 major potential housing development has been sold as a park and another potential housing development has been downsized. These changes will significantly decrease pressure on McKenny Elementary School, Washington Middle School and Olympia High School.

Housing estimates are one factor that can be used when predicting future enrollment. Information about housing developments that are currently in the pipeline (i.e., projects that we know are on the books) can be used to help us forecast enrollment over the next five to six-year period. Beyond that point we either need housing forecasts (which are available from the TRPC) or more general estimates of population growth and even K-12 population growth that we can use to help calibrate and refine our long range forecasts.

Addressing population growth specifically, various estimates suggest that the Olympia School District will grow at about the same rate as the overall county over the next ten to fifteen years. In addition, due to the larger birth cohorts referenced earlier, the Office of Financial Management (OFM) is predicting continued gains in the Age 5-19 population between now and 2030 in its medium range forecast for the County. Given the projected growth in housing and population, and the trends in births, the projections assume that enrollment in Olympia and the County will continue to grow between now and 2025 at a healthy pace, with a slowing growth trend between 2025 and 2030. The latter trend occurs because as we go out further, graduating 12th grade classes get larger (as the large kindergarten classes from recent years roll up through the grades.) Between 2025 and 2030, some of the gains from the large kindergarten classes begin to be offset by the size of each year's exiting 12th grade class. In addition, the projections include a slight decline in the size of the birth cohorts that will be entering school during this time period.

There is, as always, some uncertainty in predicting the future. The hardest factor to predict is the net gain or loss in the population that occurs from people moving into or out of an area. These changes, referred to a "migration", can shift due to changes in the local, regional or State economy. In addition, large shifts in the military population in an area can also lead to unexpected changes in migration.

As a result of this uncertainty alternative forecasts were developed. First, a series of forecasts, using different methods, were produced; these lend support to the medium range option recommended in the final section. And, in addition to the final medium range forecast, low and high alternatives that show what might happen if housing and population growth (especially K-12 population growth) were to be lower or higher than what assumed in the medium model.

[1] This includes only those projects that are not yet complete or were recently completed in 2014.

Accumulated over time, these differences show alternative scenarios for future enrollment. Although the medium range forecast is consistent with our expectations about births, population, and housing development, it is important to consider the low and high alternatives, since the unexpected does sometimes happen.

It should also be noted that the recommended forecast in this report is somewhat lower than the recommended forecast from 2011. This reflects the fact that the current birth forecasts, while still predicting gains compared to the previous decade, are lower than the forecasts from 2011. This difference reflects recent changes in fertility rates (the number of children born to women in their child-bearing years) and updated forecasts of the female population for Thurston County that were completed after 2011. It also reflects the latest kindergarten trends which show Olympia enrolling a smaller proportion of the County kindergarten population.

The current forecast also takes account of the latest forecast of the Thurston County population by age group, obtained from the Office of Financial Management (OFM). As a result of this information and the data on births and kindergarten enrollment, the present forecast is lower than the one completed in 2011.

Final Forecasts by Grade
A final low, medium and high range forecast by grade level was produced for the district. The medium forecast is recommended at this time.

- Medium Range Forecast: This forecast assumes the addition of approximately 476 new housing units annually and population growth of about 1.3% a year between now and 2030. It also assumes some overall growth in the school age population based on the expected rise in births and the forecast of the Age 5-19 County population (OFM Medium Range Forecast).
- Low Range Forecast: This forecast assumes that the K-12 population will grow at a rate that is about 1% less on an annual basis than the growth projected in the medium range forecast.
- High Range Forecast: This forecast assumes that the K-12 population will grow at a rate that is about 1% more on an annual basis than the growth projected in the medium range forecast.

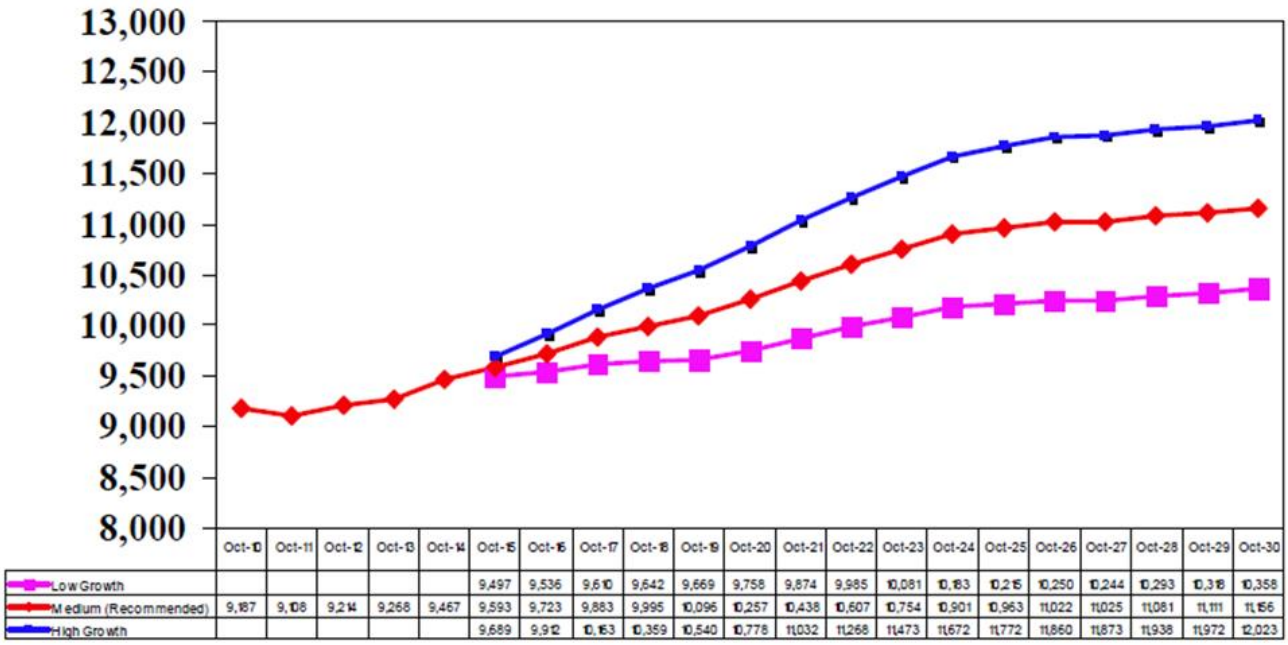
Considerations regarding the Forecast
Although multiple models lend credibility to our medium range forecast, there is always a possibility that our forecast of future trends (births, population, and housing) could turn out to be wrong. This is the reason for the low and high alternatives.

There are several key indicators to keep in mind when looking at future enrollment trends. These indicators are helpful for knowing when enrollment might start trending higher or lower than expected.

- Births – If births between 2015 and 2025 are higher or lower than our present forecasts, we can expect a corresponding increase or decrease in the overall enrollment.
- Also, it is useful to track the district's share of the county kindergarten enrollment. If it continues to decline as in recent years, or trends up more dramatically, this too will have a corresponding effect on long term enrollment growth.

- Migration – There has been a lot of discussion in recent years of young families opting for a more urban lifestyle in cities. This is certainly true of recent trends in Seattle where the K-12 enrollment has gone up dramatically as the number of families opting to stay in the City and attend city schools has increased. Similar trends can also be seen in the Bellevue School District. In Olympia, one should take note if there is more enrollment growth in the more urban areas of the district or, alternatively, less growth in outlying districts like Yelm that saw tremendous population and housing growth between the 2000 and 2010 Census. These trends, if present, might indicate that enrollment will trend higher than we are predicting in our medium range model.

Figure 3: Low, Medium and High Range Forecasts 2015- 2030



	Oct-10	Oct-11	Oct-12	Oct-13	Oct-14	Oct-15	Oct-16	Oct-17	Oct-18	Oct-19	Oct-20	Oct-21	Oct-22	Oct-23	Oct-24	Oct-25	Oct-26	Oct-27	Oct-28	Oct-29	Oct-30
Low Growth						9,497	9,536	9,610	9,642	9,669	9,758	9,874	9,985	10,081	10,163	10,215	10,250	10,244	10,293	10,318	10,358
Medium (Recommended)	9,187	9,108	9,214	9,268	9,467	9,593	9,723	9,883	9,995	10,096	10,257	10,438	10,607	10,754	10,901	10,963	11,022	11,025	11,061	11,111	11,156
High Growth						9,689	9,912	10,163	10,359	10,540	10,778	11,032	11,268	11,473	11,672	11,772	11,860	11,873	11,938	11,972	12,023

Figure 3: identifies the low, medium and high range enrollment forecasts for 2015-2030.

Figure 3 is based on Birth Trends and Forecasts, Grade-to-Grade growth and an adjustment for projected future changes in housing growth and growth in the Age 5-19 population.

The table below displays the 10-year enrollment forecast, by grade level.

Table 1

Table 1: Table C identifies the enrollment forecast by year by grade, years 2015-2030.

Grade	Oct '14	Oct '15	Oct '16	Oct '17	Oct '18	Oct '19	Oct '20	Oct '21	Oct '22	Oct '23	Oct '24	Oct '25
K	---	634	656	658	669	661	671	716	722	727	733	704
1	---	710	673	697	699	711	702	712	760	766	772	777
2	---	688	728	689	714	715	728	718	728	778	784	790
3	---	727	703	743	704	729	731	743	733	743	794	800
4	---	700	746	722	763	723	748	750	762	752	762	814
5	---	723	722	769	744	786	745	770	772	785	774	785
6	---	686	715	713	760	735	777	738	763	764	777	767
7	---	701	708	738	737	785	759	804	764	790	791	804
8	---	672	714	721	752	750	799	775	821	779	806	807
9	---	884	833	885	894	931	929	992	961	1,019	967	1,000
10	---	878	889	837	889	898	935	936	999	968	1,026	974
11	---	782	845	855	806	856	864	902	902	963	934	898
12	---	807	792	856	867	816	867	882	921	921	983	953
Total	9,467	9,593	9,723	9,883	9,995	10,096	10,257	10,438	10,607	10,754	10,901	10,963
Change	---	126	130	161	112	101	160	181	170	147	147	62
% of Change	---	1.33%	1.36%	1.66%	1.13%	1.01%	1.58%	1.76%	1.63%	1.39%	1.37%	0.57%

Table 1 displays the 10-year enrollment forecast, by grade level.

Figure 4 depicts the number of new students expected at the elementary level for each of the 3 enrollment projections: low, medium and high. Based on the medium protection, in 10 years the district will need to be housing an additional 567 elementary-age students.

Chart 4: Elementary School Cumulative Enrollment Change; Low, Medium and High Projections

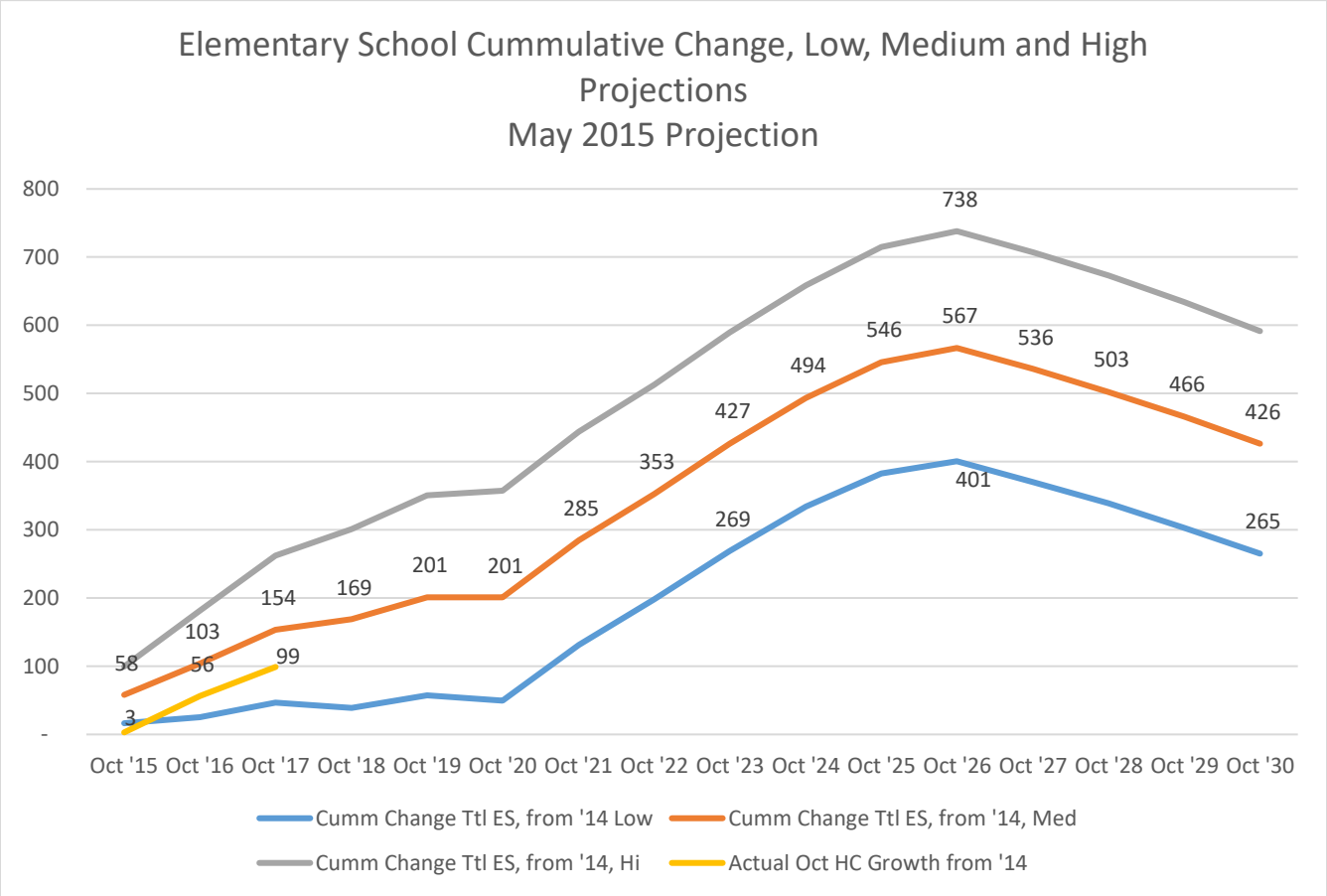


Figure 4 depicts the number of new students expected at the elementary level for each of the 3 enrollment projections: low, medium, and high. Based on the medium projection, in 10 years the district will be housing an additional 567 elementary-age students.

Figure 5 depicts the number of new students expected at the middle school level for each of the 3 enrollment projections: low, medium and high. Based on the medium projection, in 10 years the district will need to be housing an additional 322 middle school-age students.

Figure 5: Middle School Cumulative Enrollment Change; Low, Medium and High Projections

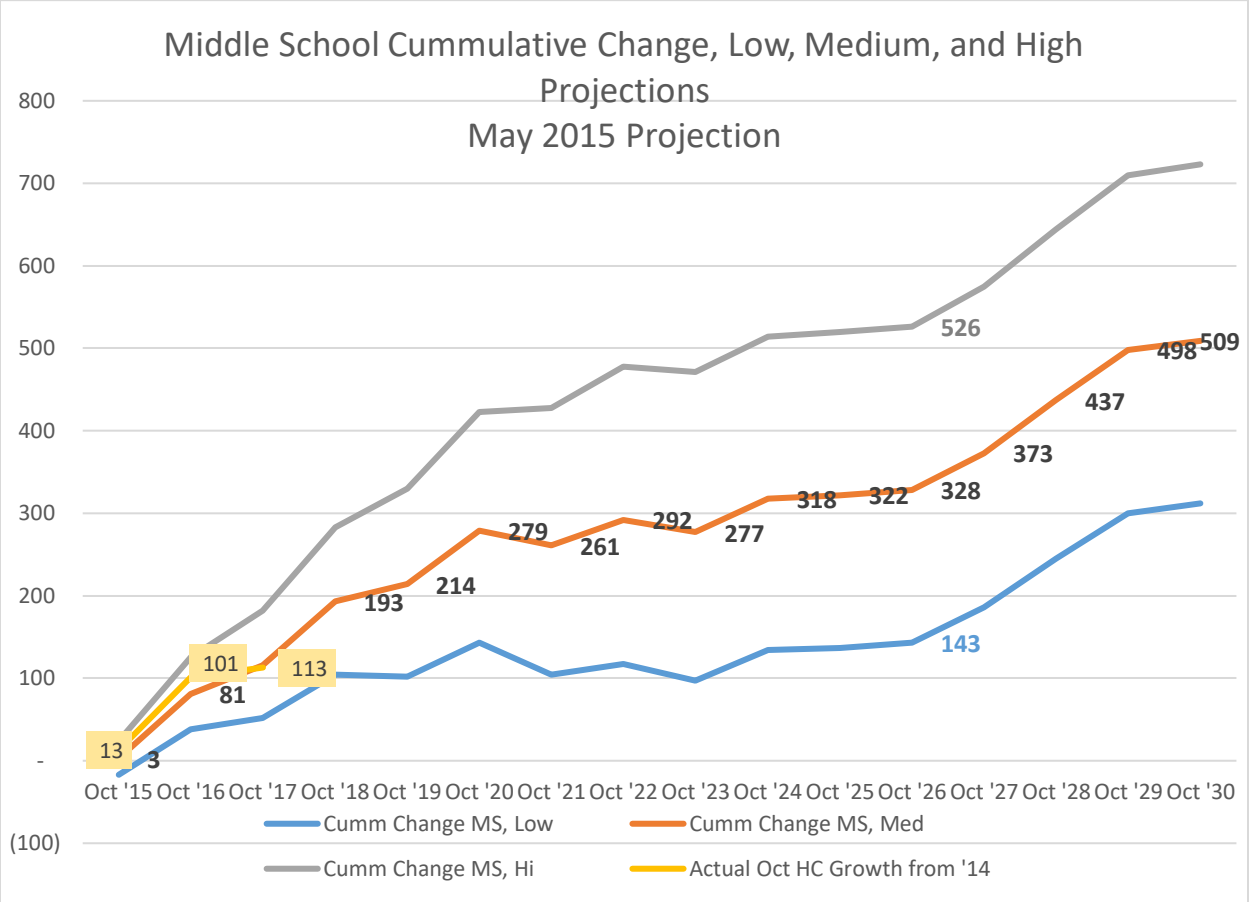


Figure 5 depicts the number of new students expected at the middle school level for each of the 3 enrollment projections: low, medium, and high. Based on the medium projection, in 10 years the district will need housing for an additional 322 middle school-age students.

Figure 6 depicts the number of new students expected at the high school level for each of the 3 enrollment projections: low, medium and high. Based on the medium projection, in 10 years the district will need to be housing an additional 629 high school-age students.

Figure 6: High School Cumulative Enrollment Change; Low, Medium and High Projections

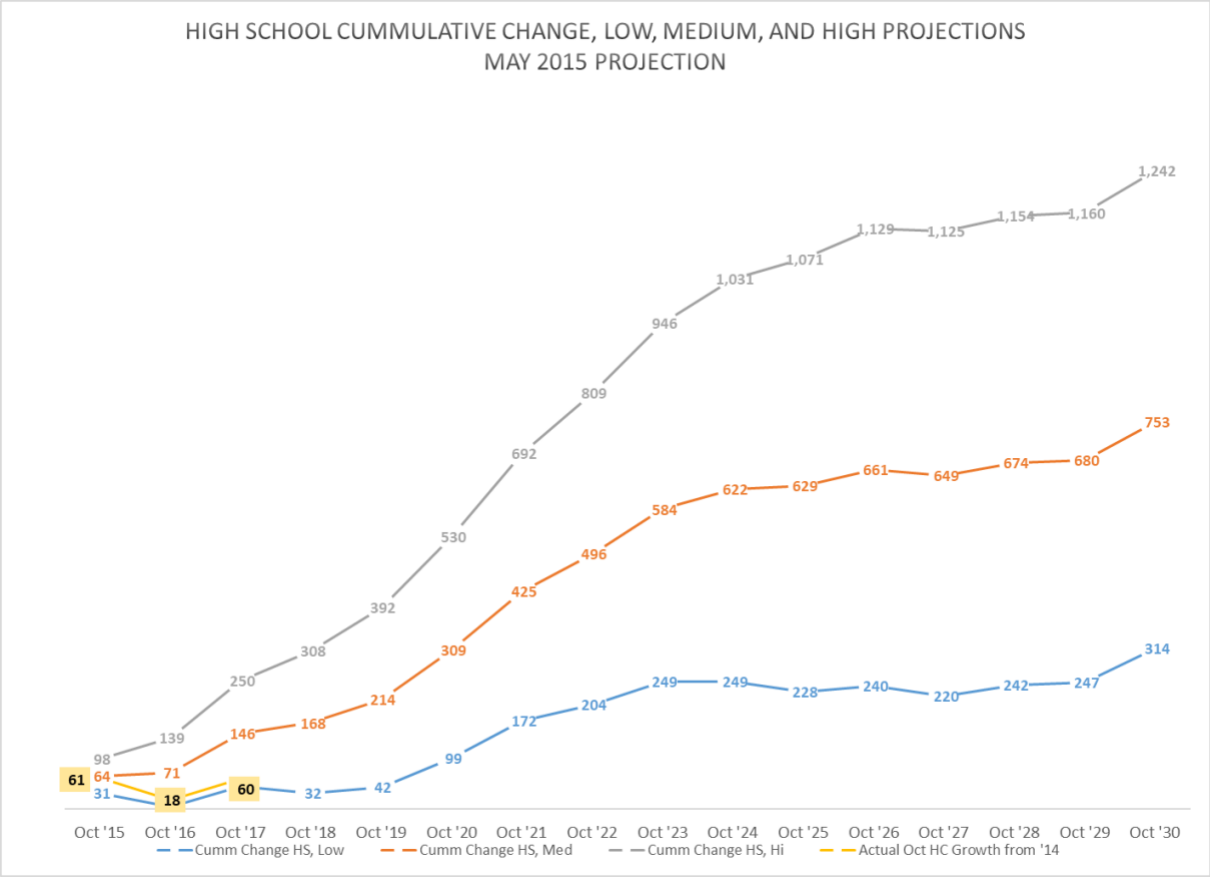


Figure 6 depicts the number of new students expected at the high school level for each of the 3 enrollment projections: low, medium, and high. Based on the medium projection, in 10 years the district will need to be housing an additional 629 high school-age students.

School Forecasts

Forecasts were also created for schools. This involved allocating the district medium range projection to schools based on assumptions of differing growth rates in different service areas. Two sources of information were used for this forecast. First, housing development information by service area, provided by the Olympia School District, was used to forecast school enrollments between 2015 and 2020. (See next section for Student Generation Rate study results.) The average enrollment trends by grade were extrapolated into the future for each school. The numbers were then adjusted to account for additional growth or change due to new

home construction. For the period between 2020 and 2030 adjustments to the school trends were based on housing forecasts by service area obtained from the Thurston Regional Planning Council.

For secondary schools, the entry grade enrollment forecasts (grade 6 and 9) were based on enrollment trends and housing, as well as estimates of how students feed from elementary into middle school and middle into high school. For alternative schools and programs, it was assumed that their share of future enrollment would be consistent with recent trends. This means that ORLA, for example, would increase its enrollment over time, consistent with the overall growth in the district's enrollment.

In all cases, the final numbers were balanced to the district medium projection which is assumed to be most accurate. This analysis by school allows the district to look at differential growth rates for different parts of the district and plan accordingly. Summary projections by school are provided below.

Although the school projections are carried out to 2030, is very likely that changes in demographics, program adjustments, and even district policy changes will lead to strong deviations from the projected numbers that far out. Because school service area projections are based on small numbers (30–50 per grade level in some cases) they are subject to greater distortion than district-level projections (especially over a longer range time period) and higher error rates. Estimates beyond five years should be used with caution.

Instead of focusing on the exact projection number for the period between 2020 and 2030, it is recommended that the focus be on the comparative general trend for each school. Is it going up more severely than other schools, down more severely, or staying about the same during this time frame?

Table 2:

Projection Summary by School (October Headcount 0215-2030) Medium Range Forecast

School	Oct'15	Oct'16	Oct'17	Oct'18	Oct'19	Oct'20	Oct'21	Oct'22	Oct'23	Oct'24	Oct'25	Oct'26	Oct'27	Oct'28	Oct'29	Oct'30
Boston Harbor	130	122	117	115	122	122	125	129	133	136	139	141	140	139	138	137
Centennial	526	525	519	516	528	530	540	544	550	555	560	562	557	553	549	544
Garfield	327	332	332	335	333	336	343	350	357	363	367	367	365	362	359	356
Hansen	485	491	497	500	492	498	508	508	509	512	513	512	507	503	500	495
Lincoln	300	293	293	302	308	310	316	322	328	334	338	339	337	335	333	330
LPBrown	301	319	330	329	329	324	330	335	340	345	349	353	354	353	352	350
Madison	271	289	298	293	296	281	286	290	294	298	301	303	300	298	296	293
McKenny	361	359	370	370	368	372	379	401	422	439	453	457	454	448	442	437
McLane	351	371	367	381	392	396	404	401	400	401	400	399	396	393	390	386
Pioneer	459	465	481	491	498	504	513	510	510	510	510	509	503	499	494	489
Roosevelt	406	399	410	401	400	394	402	419	434	447	457	465	466	464	462	459
Jefferson	402	375	367	383	414	434	429	426	421	428	430	432	443	456	468	472
Marshall	387	384	387	408	428	422	430	428	431	433	426	420	420	425	430	429
Reeves	391	402	420	443	437	476	452	465	445	456	462	470	485	504	522	528
Washington	760	831	850	859	836	844	847	867	877	894	897	899	916	939	960	962
AHS	144	149	142	151	151	155	163	169	168	173	172	175	173	175	175	177
CHS	1,350	1,400	1,459	1,435	1,430	1,452	1,462	1,523	1,581	1,585	1,594	1,589	1,583	1,587	1,579	1,598
OHS	1,802	1,755	1,754	1,772	1,809	1,869	1,963	1,965	1,992	2,023	2,019	2,054	2,050	2,069	2,082	2,131
ORLA	265	266	269	271	273	276	280	284	288	292	295	296	296	297	298	299
ORLA B	175	198	221	239	252	262	266	270	275	278	280	281	281	282	283	284
Total	9,593	9,723	9,883	9,995	10,096	10,257	10,438	10,607	10,754	10,901	10,963	11,022	11,025	11,081	11,111	11,156

Student Generation Rates Used to Generate School Forecasts and Calculate Impact Fees
Enrollment forecasts for each school involved allocating the district medium projection to schools based on assumptions of differing growth rates in different service areas. Two sources of information were used for this forecast of student data. First, housing development information by service area, provided by the City and County. Second, student generation rates are based on City and County permits and OSD in-district enrollment data, 2013-2017[2]. The student generation rates are applied to future housing development information to identify where the growth will occur.

The process of creating the student generation rates involved comparing the addresses of all students with the addresses of each residential development in the prior 5 completed years. Those which matched were aggregated to show the number of students in each of the grade groupings for each type of residential development. A total of 905 single family residential units were counted between 2013 and 2017 within the school district boundary. There are a total of 519 students from these units. A total of 757 multiple family units were counted. There are 162 students associated with these units.[3]

Based on this information, the resulting student generation rates are as follows:

Student Generation Rates
(Olympia only, not including Griffin; based on cumulative file 2013-2017 permits)

School Type	**Single-Family**	**Multi-Family**
Elementary Schools (K-5)	0.304	0.100
Middle Schools (6-8)	0.127	0.059
High Schools (9-12)	0.143	0.054
Total	0.573	0.214
Change from August 2009 Study	3.5% Decrease	8.5% Decrease

Based on this data, the district enrolls about 57 students for every 100 single family homes permitted over a five-year period. The rate is highest in the most mature developments. The rates are lowest in the most recent years because it is likely that the district has not yet seen all the students.

Again using the above data, the district enrolls about 21 students for every 100 multi-family units, but the rate varies considerably from year to year (most likely due to the type of development- rental, condo, townhome, and the number of bedrooms of each). Utilizing the five-year average is probably best practice because it includes enough units and types to provide a reliable measure of growth from multi-family homes.

[2] Student generation rate study was conducted by Casey Bradfield, 3 Square Blocks, January 2019.
[3] Bradfield, January 2019.

Class Size Reduction Assumptions

Elementary School
Elementary school class size represents a major set of assumptions to project adequacy of classroom space. In 2017, the permanently Legislature nullified implementation of Initiative 1351 at most grade levels. However, the Legislature reduced class size in kindergarten through the third grade by enacting ESHB 2242 in 2017. The Legislature did not decrease class size in grades 4 and 5.

One additional nuance to the class size planning effort is that the text of I-1351 and the Legislative implementation guidance includes specialist teachers in the calculation of class size. Therefore, to reach a K-3 class size of 17, a school district will meet requirements by pairing 1.1 teachers (1 full-time classroom and .05 PE and .05 music) with 19 students. All projections in this document assume that specialist teachers are contributing to the class size accountability tests.

The legislature has universally funded full day kindergarten(FDK) since fall 2016. Therefore, full day kindergarten (FDK) is also a major factor to the classroom space equation.

An additional assumption in this analysis is that all computer labs will be disbanded and replaced with mobile computer labs. This conserves several classrooms across the district and is consistent with best-resource practices.

Middle School
Analysis of the need for new classrooms is based on the following assumptions:

- The district will continue to fund 1 teacher per 28 students. (The state funds 6th grade at a class size of 1 teacher per 27 students and 7th and 8th grade at 1 teacher per 28.53 students.)
- The district will build classrooms to accommodate 30-32 students so as to ensure viability over the 30-year life of new construction and flexibility regardless of shifts in funding and class offerings.
- The district will assume that each classroom is “empty” for 1 period per day so the teacher can plan with his/her equipment rather than be forced to plan away from the classroom because the space is used for another classroom offering. (80% utilization rate.)
- For any major project, the district will maximize classrooms in order to accommodate potential class size reduction at grades 6-8. However, the district will not undertake a construction project for the sole reason of reducing class size; legislative policy is unpredictable and actions thus far indicate minimal commitment to secondary-grade class size reduction.

High School
Analysis of the need for new classrooms is based on the following assumptions:

- The district allocates 1 teacher for every 28-29 students; this is consistent with the state allocation of 1 teacher for every 28.7 students.
- The district will build classrooms to accommodate 30-32 students so as to ensure viability over the 30-year life of new construction and flexibility regardless of shifts in funding and class offerings.

- The district will meet or exceed the state requirement that students obtain 3 laboratory science credits (instead of the historical 2 credits), and therefore construct enough science labs to serve students for three of their four high school years.
- The district will raise retention rates toward graduation.
- The district will assume that each classroom is 'empty' for 1 period so that the teacher can plan with his/her equipment rather than be forced to plan away from the classroom because the space is used for another classroom offering. (80% utilization rate.)
- For any major project, the district will maximize classrooms in order to accommodate potential class size reduction at grades 9-12. However, the district will not undertake a construction project for the sole reason of reducing class size; legislative policy is unpredictable and actions thus far indicate minimal commitment to secondary-grade class size reduction.

Need for New Classrooms

In summary, the combination of enrollment projections (based on updated student generation rates and developments underway) and class size reduction, the district will need new classroom seats or student classroom capacity.

Elementary

Figure 7 on the next page depicts that, if class size is reduced to 19 students per classroom (17 students per teacher), in all grades K-3, the district will have an immediate need for additional classrooms. The seating capacity deficit, based on the medium projection, totals 415 students by October 2020.

Figure 8 depicts that if class size is reduced to 19 students per classroom (17 students per teacher) for grades K-3 only (grades 4-5 remain at traditional levels), and the district builds 5 mini-buildings of 10 classrooms each, the district has adequate capacity at the elementary level through 2030. This is the class size scenario enacted by the Legislature in House Bill 2242 on June 30, 2017 (six months after construction of the 5 mini-buildings was undertaken).

Figure 7: Seating Capacity by Year for Elementary schools, Historical Class Size, Historical Capacity

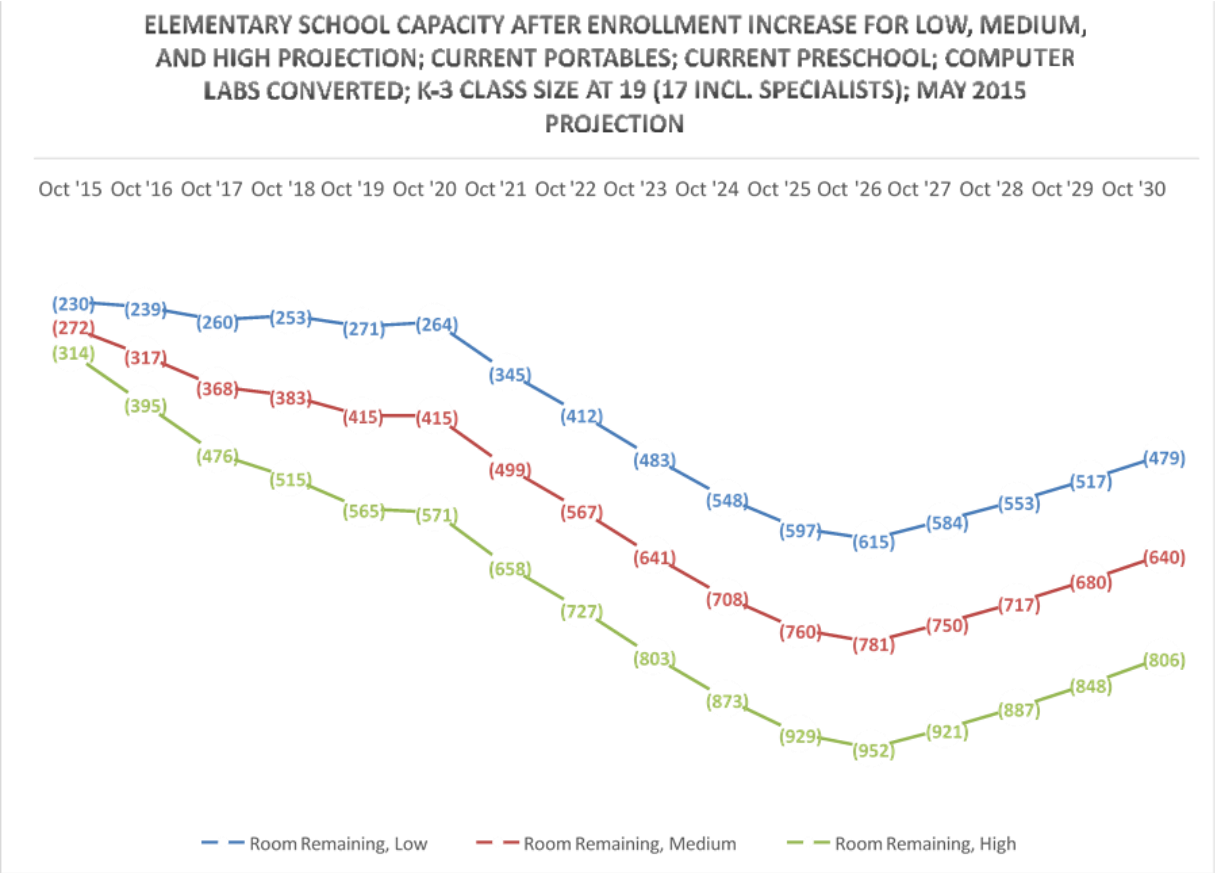


Figure 7 on the next page depicts that, if class size is reduced to 19 students per classroom (17 students per teacher), in all grades K-3, the district will have an immediate need for additional classrooms. The seating capacity deficit, based on the medium projection, totals 415 students by October 2020.

Figure 8: Seating Capacity (Room Remaining) by year for Elementary Schools, New Capacity via Capital Construction

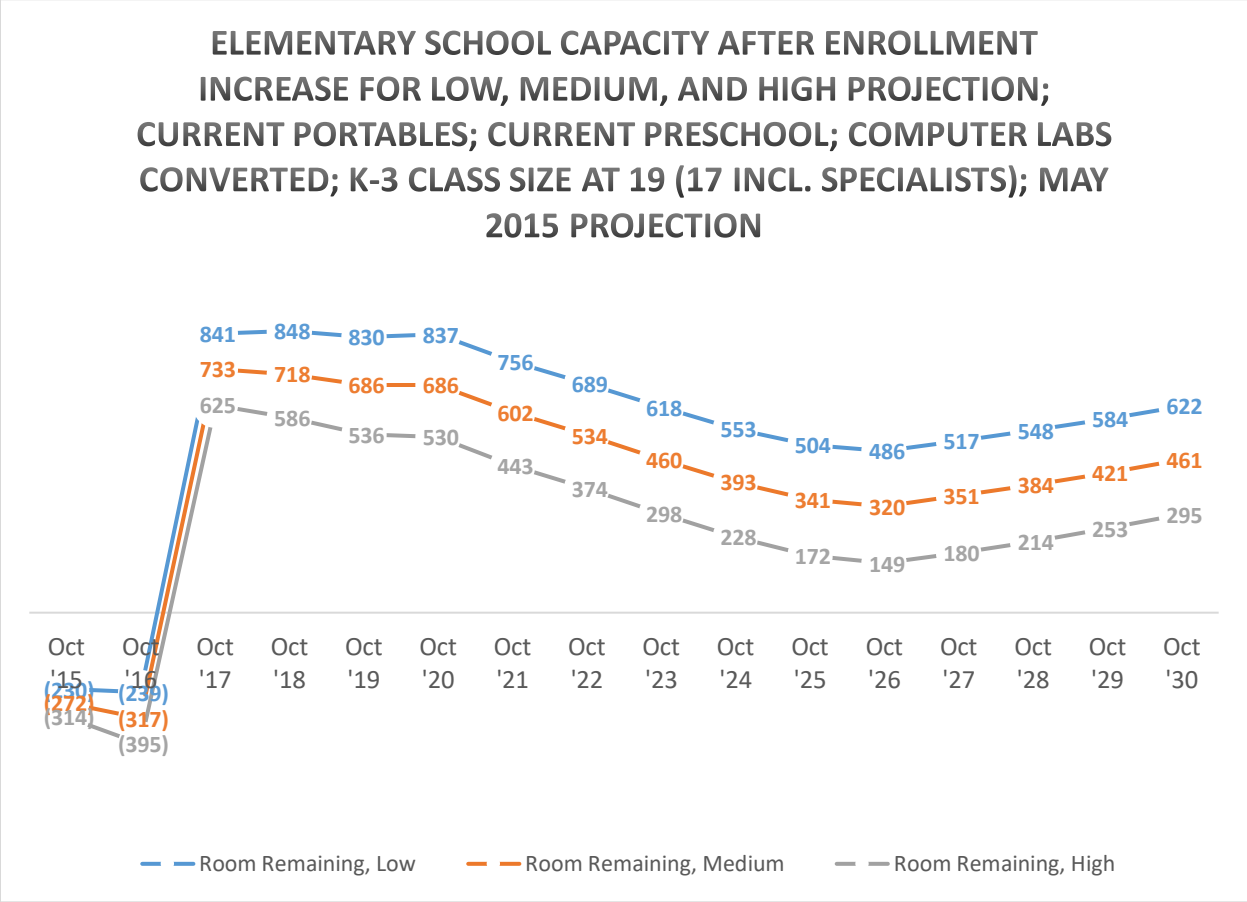


Figure 8 depicts that if class size is reduced to 19 students per classroom (17 students per teacher) for grades K-3 only (grades 4-5 remain at traditional levels), and the district builds 5 mini-buildings of 10 classrooms each, the district has adequate capacity at the elementary level through 2030.

Figure 9: Seating Capacity by Year by Middle School

At the middle school level, seating capacity is sufficient at 3 of 4 middle schools. The deficit at Washington Middle School is highly dependent on development of two housing complexes: Bentridge and Ashton Woods. Enrollment is being watched carefully for impact of new housing developments and out-of-district enrollment.

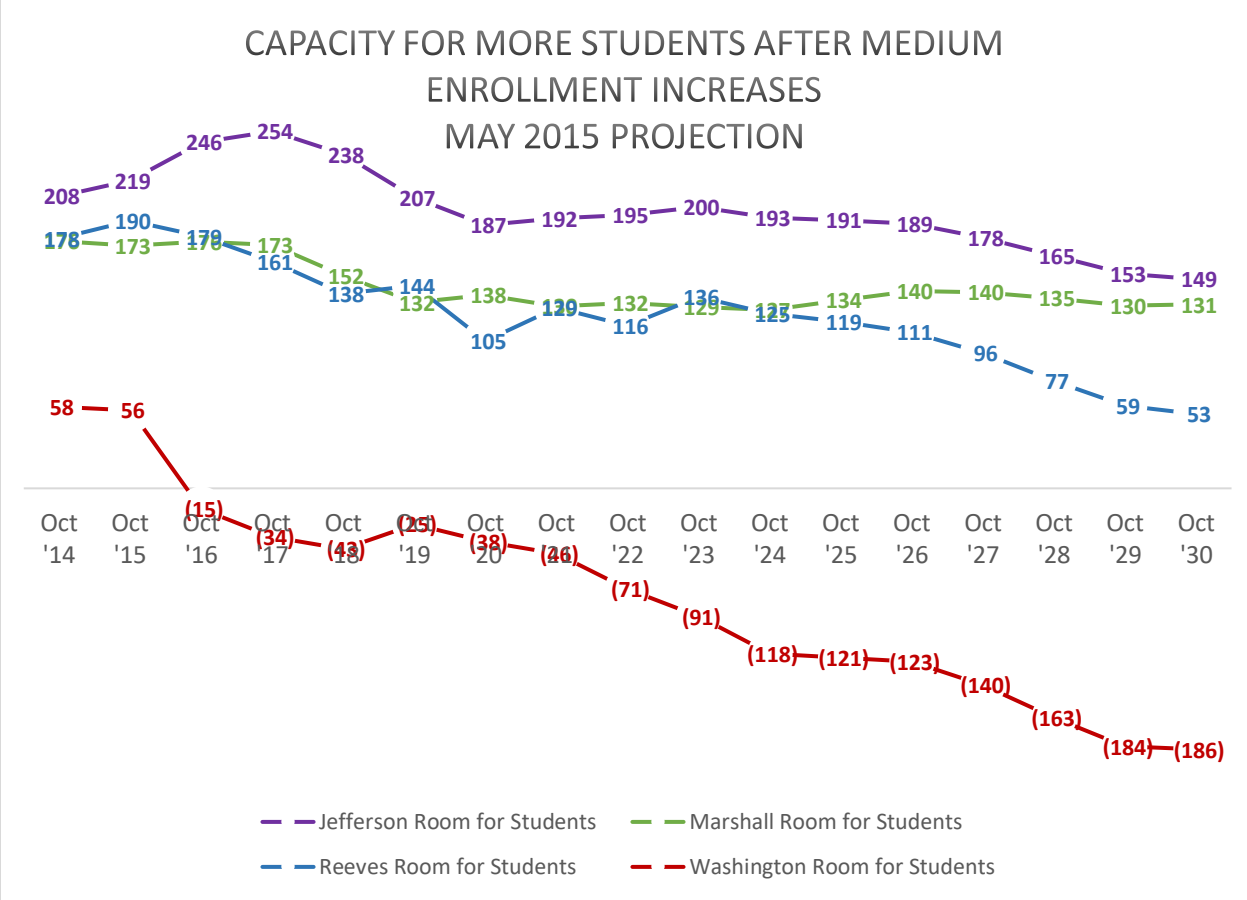


Figure 9 depicts seating capacity by year at each middle school. Seating capacity is sufficient at 3 of 4 middle schools. Enrollment at the 4th school is being watched carefully based on new housing developments that may or may not be developed.

Figure 10: Seating Capacity by Year by High School

At the high school level, seating capacity is sufficient through October 2020 at Olympia High school and sufficient through October 2023 at Capital High School.

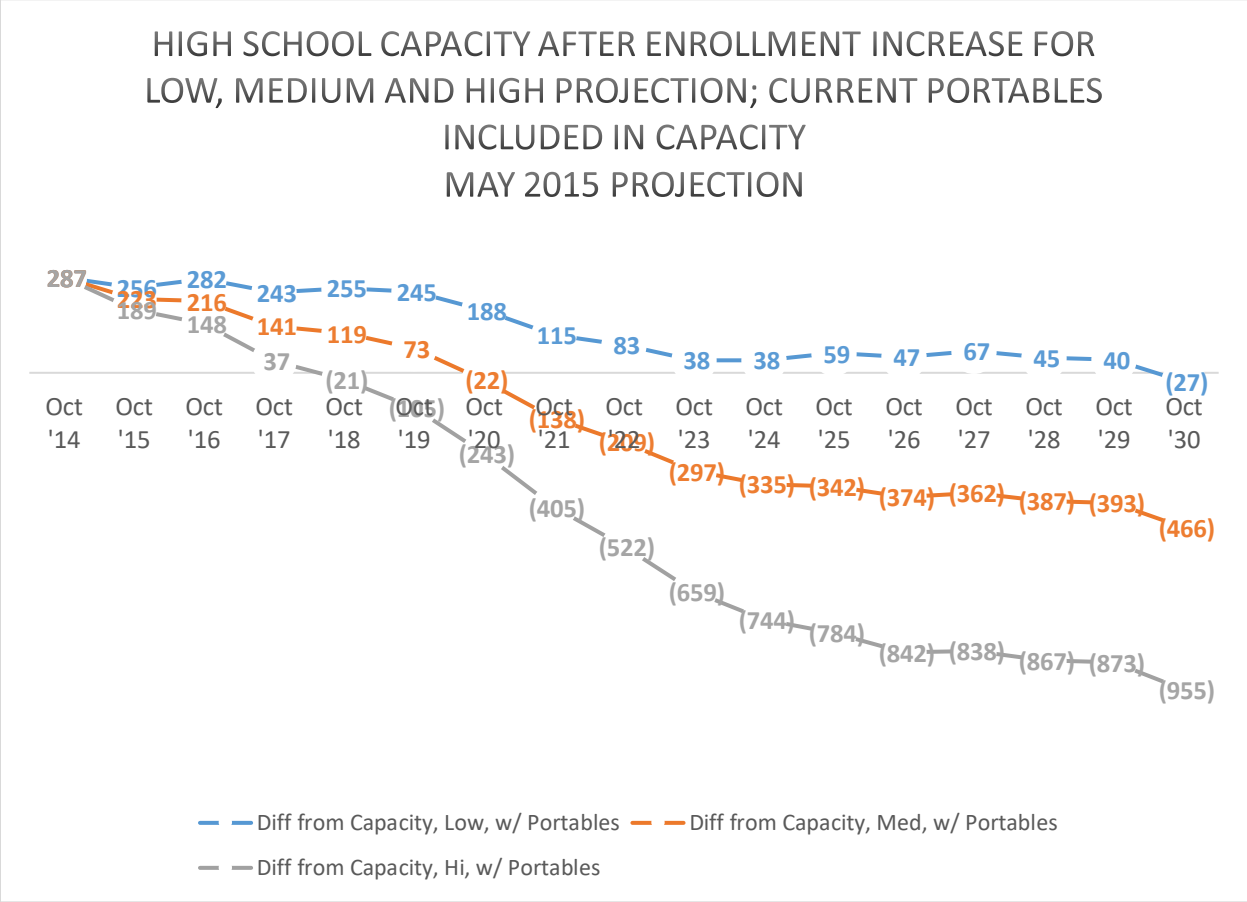


Figure 10 depicts seating capacity by year at the high school level. At the medium projection, the district would begin have a negative balancing in seating capacity in 2021.

III Six-Year Facilities and Construction Plan

History and Background

In September of 2010 Olympia School District initiated a Long Range Facilities Master Planning endeavor to look 15 years ahead at trends in education for the 21st century. Conditions of district facilities, projected enrollment growth, utilization of current schools and the capacity of the district to meet these future needs were considered. The 15 year planning horizon enabled the district to take a broad view of the needs of the community, what the district is doing well, the challenges the district should anticipate and some solutions to get started on.

The Planning Advisory Committee (PAC), consisting of parents and interested community citizens, was convened in October of 2010 and met regularly through July 2011. They made

their presentation of development recommendations to the Olympia School Board on August 8th, 2011.

2011 Master Plan Recommendations

The following master plan development recommendations were identified to best meet needs over the first half of the 15 year planning horizon:

- Build a New Centennial Elementary/ Intermediate School on the Muirhead Property.
- Renovate Garfield ES and build a new gym due to deteriorating conditions. (Completed)
- Full Modernization of three "Prototype" Schools; Centennial, McLane & Roosevelt ES.
- Build a New Facility for Olympia Regional Learning Academy (ORLA). (Completed)
- Expand Avanti High School into the entire Knox Building, relocate District Administration.
- Replace 10 portables at Olympia HS with a Permanent Building.
- Capital HS renovation of components not remodeled to date and Improvements to support Advanced Programs.
- Remodel a portion of Jefferson MS to support the new advanced math and science programing. (Completed)
- Small works and minor repairs for remaining schools. (Substantially Completed)

Each of these development recommendations represent single or multiple projects that bundled together would constitute a capital bond package. In 2012 voters approved a capital bond package for the first Phase of the Master Plan.

In 2015 the district undertook an update to the 2011 Master Plan in order to more thoroughly plan for Phase II.

2015 Planning for Phase II of Master Plan

The district formed a citizen's Facilities Advisory Committee (FAC). Sixteen members of the community devoted time over 6 months to review enrollment projections and plan for enrollment growth, review field condition studies, review and score small works project requests, and ultimately make recommendations for the next phase of construction and small works.

The district contracted with experts for several updates:

- An analysis of play field conditions to determine how to ensure safe play by students and the community.
- Enrollment projections (discussed previously).
- Seismic analysis of each school to ensure that any needed seismic upgrades were built into the construction plan.
- A Site Study and Survey update for each school, a state-required analysis of major mechanical systems.

District staff analyzed space utilization and readiness for class size reduction.

In addition, school administrators generated a Facilities Condition Assessment which comprised items that each administrator felt must be addressed at their school. These items were analyzed to eliminate duplicates, identify items that were maintenance requirements (not new construction), and bundle items that were associated with a major remodel of the facility. Remaining items totaled about 120 small works items. These items were analyzed for scope and cost, and were then scored using a rubric to rank urgency for investment. (The scoring

rubric rates the condition, consequence of not addressing, educational impact of not addressing, and impact on capacity of the facility.) Finally, the Facilities Advisory Committee ranked each item on a 1-3 scale (1- most important for investment).

The following describes the administrative recommendations which are largely based on the recommendations of the FAC. Where the administration recommendation varies from the FAC recommendation, this variation is noted.

Overview of Phase II Master Plan Update Recommendations (2015)

(Recommendations are updated for 2016 changes to mini-building plans.)

1. Do not construct an Intermediate School adjacent to Centennial Elementary School.
2. Complete renovation of the remaining 26-year-old Prototype Schools: Centennial, McLane and Roosevelt Elementary Schools. (Garfield renovation is completed.)
3. Reduce class size and accommodate enrollment growth by expanding the number of elementary classrooms across the school district with six permanently constructed mini-buildings on the grounds of current schools (sometimes referred to as pods of classrooms).
4. Build a new building on the Olympia High School grounds to reduce reliance on portables and accommodate enrollment growth.
5. Renovate portions of Capital High School.
6. Build a sufficient theater for Capital High School.
7. Expand Avanti High School to create an alternative arts-based school and relieve enrollment pressure from Olympia and Capital High Schools. This requires moving the district administration office to another site.
8. Renovate playfields to improve safety and playability hours.
9. Invest in electronic key systems to limit access to schools and to instigate lockdowns.
10. Address critical small works and HVAC or energy-improvement projects.

1.Do Not Construct an Intermediate School Adjacent to Centennial ES

In 2011 the master Plan included a new school built on the Muirhead property. The recommendation was based on projected enrollment on the Eastside that would compromise the education quality. At this time, the school is **not** recommended for construction. Two factors contribute to the updated recommendation. First, enrollment growth has proceeded more slowly than projected. Two housing developments on the Eastside are delayed for construction, one is scaled down in size, and one may not proceed at all. Second, based on a species being listed as Endangered by the U.S. Fish and Wildlife Department, the district must develop a Habitat Conservation Plan (HCP) to mitigate the negative impact on the pocket gopher as a result of construction. The HCP is reliant on a larger county-wide effort to identify mitigation options. The district continues to make progress to gain approval by the U.S. Fish and Wildlife Department to construct on the site.

The delay due to a need for an HCP is fortuitous, as enrollment patterns do not warrant building of the school at this time.

The Muirhead land must likely be used for a school in the upcoming decades, and will be preserved for this purpose. However, in the meantime, the land can be used for its original purpose- agriculture. The district's farm-to-table program is housed on this site and will remain here for the near future.

Voters approved the resources for this construction in 2012. The resources have been retained and set-aside. The district will request voter approval on an updated construction request, and if approved, will devote the resources to Phase II of the Master Plan accordingly.

2. Complete the Remodel of Prototype Schools: Centennial, Garfield, McLane & Roosevelt Elementary Schools (Garfield was completed in 2014)

The four "prototype" schools built in the late 1980's have some of the worst building condition ratings in the District. The 2009 facility condition survey and interviews with leaders of the schools identified problems with heating and cooling, inconsistent technology, poor air quality, parking and drop off/ pick up issues, poor drainage in the playfields, security at the front door and the multiple other entries, movable walls between classrooms that do not work, a shortage of office space for specialists, teacher meeting space that is used for instruction, security at the perimeter of the site, storage and crowded circulation through the school. We have also learned about the frequent use of the pod's shared area outside the classrooms; while it's heavily used, there isn't quiet space for small group or individual activities. These schools also lack a stage in the multipurpose room. The 2010 Capital levy made improvements to some of these conditions, but a comprehensive modernization of these schools is required to extend their useful life another 20-30 years and make improvements to meet contemporary educational needs.

The 2011 Master Plan proposed a comprehensive modernization of Garfield, Centennial, McLane and Roosevelt Elementary Schools to improve all of these conditions. The renovation of Garfield is now complete. The intent of the remaining projects is to do so as much as is feasible within the footprint of the school; the buildings are not well configured for additions. The exterior finishes of the schools will be refurbished; exterior windows and doors replaced as needed. Interior spaces will be reconfigured to enhance security, efficiency and meet a greater range of diverse needs than when the schools were first designed. Major building systems will be replaced and updated. Site improvements would also be made.

The modernization and replacement projects should also consider aspects of the future educational vision outlined in the master plan, such as these:

- Accommodate more collaborative hands on projects, so children learn how to work in teams and respect others
- Work with personal mobile technology that individualizes their learning
- Creating settings for students to work independently
- Meeting the needs of a diverse range of learning styles and abilities
- Places for students to make presentations and display their work
- Teacher planning and collaboration
- Fostering media literacy among students and teachers
- Make the building more conducive to community use, while reducing the impact on education and security
- Support for music, art and science

3. Invest in New Classrooms to Reduce Class Size and Respond to Enrollment Growth

The Washington State Legislature has now reduced K-3 class size by about 30% from 23 students to 17 students. Class sizes of other grade levels have not been decreased, but some special programs have been decreased: Career and Technical Education (CTE) courses and laboratory sciences. The largest impact will be on elementary schools of course; but middle and

high schools will have increased need for classrooms (science laboratories and CTE) as a result of the changes.

Table 3 displays the changing outlook of classroom surplus and deficit based on legislative changes.

A	B	C	D
Elementary School Scenario	Historical K-5 Class Size	I-1351 and 2014 Legislative Intent (Basis for Mini-Buildings Construction	Enacted HB 2242 With Final Class Size and Addition of 5 of 6 Mini-Buildings
Elementary Classroom Capacity, No Portables	4,638	4,097	5,489
Projected Elementary Students In 2025	4,670	4,670	4,670
Classroom Capacity Surplus/ Deficit	1.5 Classroom Deficit	27 Classroom Deficit	39 Classroom Surplus

As the district considered options to respond to the deficit driven by Initiative 1351 and expressed Legislative intent, there were three main options: 1) Add portables to school grounds; 2) Build a new elementary school and change all boundaries to pull students into the new school and reduce enrollment at all other schools (only Boston Harbor boundaries would be unchanged); 3) Add mini buildings of classrooms at schools across the school district. Table F on the following page displays the pros and cons of each of these options.

Table 4: Benefits and Drawbacks of Investments in Portables, a New Building, or Mini-buildings
(Green identifies a benefit of the option; yellow identifies a concern of the option.)

Portable	New Building	Mini-Buildings or Pod of Classrooms
Yellow--Land Intensive: Requires more vacant land for corridors between portables at each school site (corridor land)	Yellow--Requires vacant land near center of district	Green--Requires vacant land OR must replace portables and build enough classrooms to both replace portables and expand capacity, BUT at 2 stories are space efficient and requires less "corridor" land than portables
Green--Cheapest option	Yellow--Expensive ($35 million plus cost of land)	Green--Less expensive than a new school because not buying new land
Green--Can be distributed across the district, does not require boundary revisions	Yellow--Requires re-drawing most boundaries	Green--Can be distributed across the district, does not require boundary revisions
Yellow--Least attractive	Green--New building can be designed with full esthetic license	Green--Nice looking (can be built to match school)
Green--Variable number of portables can be added (as few or as many as required	Green--Can build variable number of classrooms(as few or as many as required)	Yellow--Set number of classrooms not as variable as portables but more flexible than a new school
Yellow--Does not reduce strain on administrative space	Green--Reduces strain on administrative space of current schools by drawing away excess enrollment	Green--Reduces strain on administrative space if designed accordingly

The administration concurs with the FAC: the district should be less reliant on portables, build mini-buildings instead of portables, and add mini-buildings to conserve resources and largely retain current boundaries.

Based on these options and specific growth and class size reduction readiness, the district makes the following set of Westside and Eastside observations in Table 5 and Table 6 on the following pages. These observations are based on the initial planning for lower class sizes represented by Table 3, column B.

Table 5: Westside Observations regarding Elementary Capacity

School-by-School Planning	OK in 2016? (w/ Reduced Class Size)	OK in 2020? (w/ Reduced Class Size)	OK in 2025? (w/ Reduced Class Size)	Number New Classrooms by 2025	Mini-Building That Fits?
McLane (Remodel Planned in 2018-2019)	No, Team Teaching Required	No, Team Teaching or New Rooms Required	Same as 2020	3 New + 2 Replace Portable (RP) + Music + 1 Special Needs (SN)	Mini-building of 11 classrooms will fit w/o impinging on play area or fire lane
Hansen (No Remodel Pending)	Yes, with Team Teaching.	Yes, with Team Teaching.	Same as 2020	1 New	Mini-building of 11 classrooms will fit.
Garfield (Remodel Completed)	Yes	Yes	Yes	0	NA
LP Brown (No Remodel Pending	Yes, with minor Team Teaching, or 1 classroom is needed for no Team Teaching.	Yes, with minor Team Teaching, or 1 classroom is needed for no Team Teaching.	Yes, with minor Team Teaching, or 2 classrooms are needed for no Team Teaching	0 classrooms if special needs classrooms can be moved to another school	NA

Table 6: Eastside Observations regarding Elementary Capacity

School-by-School Planning	Ok in 2016? (w/ Reduced Class Size)	OK in 2020? (w/ Reduced Class Size)	OK in 2025? (w/ Reduced Class Size)	Number New Classrooms by 2025	Mini-Building That Fits?
McKenny (No Remodel Planned)	Yes	No; Need Team Teaching or 1 New Classroom	No; Need Team Teaching or 8 New Classrooms	8 New+ 1SN + Music	Mini-building of 11 classrooms will fit. Need is highly dependent on 2 housing developments
Pioneer (No Remodel Pending)	No; Team Teaching Required	No; Team Teaching or New Rooms Required	Same as 2020	5 New + 2 RP* +Music + 1 SN	Mini-building of 11 classrooms will fit
Lincoln No Remodel Pending)	No; Team Teaching Required	No; Team Teaching or New Rooms Required	Same as 2020	3 New or Policy Options	Mini-building of 7 classrooms will not fit. A building of fewer class-rooms is cost prohibitive. Pursue policy options.
Madison (No Remodel Pending)	No; Move Preschool or Team Teach	Same as 2016	Same as 2016	3 New or Policy Options	Mini-building of 7 classrooms will not fit. A building of fewer classrooms is cost prohibitive. Pursue policy options
Roosevelt (remodel Pending)	No; Team teaching Required	No; Teaching or New Rooms Required	Same as 2020	5 New + 1 SN +2 RP + Music	Mini-building of 11 classrooms will fit
Centennial (Remodel Pending)	No; Team Teaching Required	No; Team Teaching or New Rooms Required	Same as 2020	5 New + 1 SN+ 2RP + Music	Mini-building of 11 classrooms will fit[4]
B Harbor (No Remodel Pending)	Yes	Yes	Yes	----	NA

[4] Originally Centennial and Pioneer were identified as being able to accommodate a 7 – classroom building. We have since identified that these schools can accommodate a 10 classroom building, and have constructed these larger buildings.

Table 7, displays the original recommendations for elementary construction given the above observations, the combination of enrollment growth, need for classrooms to respond to 2014 class size reductions, and available space on the school grounds to build a mini-building. While much has changed about the outlook and need for classroom space, the table is included to identify the basis for construction decisions.

Table 7: Classroom Construction Recommendations

School	# Classrooms Needed by 2025	# Built	Classrooms/ Mini-building	Potential Cost
Lincoln, Mini-building Not Recommended	3	0	Building complexities and high cost; pursue policy options and team teaching	$0
Madison, Mini-building Not Recommended	3	0	Building complexities and high cost; pursue policy options and team teaching	$0
LP Brown, Mini-building Not Recommended	2	0	Building complexities and high cost; pursue policy options and team teaching	$0
McKenny, Mini-building On Hold	9+1 SN (special needs)	10 New	1 Mini of 11 On Hold for Housing Development Changes	$6.5 M On Hold
McLane, Recommended Mini-building	3+1M (music) + 1 SN	5 New + 2 PR (replace portable)	1 Mini of 10	$6.5 M
Hansen, Recommended Mini-building	3+ 1 M	4 New + 4 PR	1 Mini of 10	$6.5 M
Pioneer, Recommended Mini-building	5 + 1 M + 1 SN	7 New + 2 PR	1 Mini of 10	$6.5 M
Roosevelt, Recommended Mini-building	4 +1 M +1 SN	6 New + 2 PR	1 Mini of 10	$6.5 M
Centennial, Recommended Mini-building	5 + 1 M + 1 SN	7 New + 2 PR	1 Mini of 10	$6.5 M
Subtotal, Recommended Mini-building	25 + 4 SN =29	29 + 12 PR=41	50	$32.5M
McKenny, Washington, Reeves or preschool, Mini-building On Hold	9 + 1 SN	10 New	1 Mini of 10	$7.7 M
Total Construction Financing Request	----	---	---	$40.2 M

In addition, the administration recommends financing for one additional mini-building that can be deployed at McKenny or Washington, or Reeves, if needed to address the construction of two housing developments or to build a preschool center, which frees-up classrooms through-out the district. This will cost $7.7 million; for a total investment in classrooms via the mini-building or option of $40.2 million, in 2015 dollars. Escalation of costs is likely if the mini-buildings ae constructed over time, the district will endeavor to shorten the construction timeframe of the first five buildings.

The mini-building structure that is identified for five to six elementary schools, accomplishes several improvements: portables are replaced with a permanent structure and can therefore better control the environment (heating/ cooling), are footprint efficient, and are more appealing.

The structures will cost $6.5 million for construction and provide classrooms space for 189[5] students assuming 9 classrooms, two large-group work-spaces between classrooms, 1 small office area, and 1 large music room (and stairs and an elevator). The mini-building includes restrooms, of course.

Importantly, the classrooms are expected to accommodate a class size of 25-28 in designing the mini-buildings (about 900 square feet). This is the appropriate size for 4th and 5th grade classrooms. The district needs to ensure that 4th and 5th grade classes can be placed in most classrooms, the building would likely serve 4th and 5th grade classes, and the building is a 30-year structure that must be designed to accommodate future state policy decisions regarding class size. (21 students per classroom is assumed to calculate classroom capacity of a school overall, as some classrooms will server fewer than 28 students. However, building occupancy standards typically exceeds this number and a larger number for calculating capacity is possible.)

Also, the original recommendation of the FAC was to build mini-buildings of 7 classrooms each at Pioneer and Centennial. The district ultimately built larger buildings at Pioneer and Centennial (10 classrooms instead of 7) based on new information that the building site can accommodate a larger building. Based on original class size estimates (I-1351) both Centennial and Pioneer need 8 and 9 classrooms respectively; so a 7 classroom building was always smaller than was needed. At Centennial we originally anticipated needing to remove two portables in order to build the mini-building. At this time, the district must only remove 1 portable. Ultimately the district can remove more, but as a policy decision, not as a requirement to build.

The new larger buildings ultimately cost $1.3 million more than was budgeted. The district absorbed this cost via savings in the 3 elementary remodel projects.

4. Olympia High School: Reduce Reliance on Portables with a Permanent Building

While there are still many physical improvements that need to be made at Olympia High School (HS), one of the greatest needs that the Planning Advisory Committee (PAC) identified in 2010 is the replacement of 10 portables with permanent space. District informal guidelines targets 1,800 students as the desired maximum enrollment that Olympia HS should serve. These 10 portables, while temporary capacity, are part of the high school's capacity for that many

[5] The mini-buildings are calculated to serve 189 students assuming 21 students per classroom, the district standard calculator of classroom space. However, the buildings can comfortably and safely accommodate 252 students at 28 students per classroom.

students. The PAC's recommendation was that these portables should be replaced with a new permanent building and they considered some options with respect to the kinds of spaces that new permanent area should include:

a) Replicate the uses of the current portables in new permanent space.
b) Build new area that operates somewhat separate from the comprehensive HS to offer a new model.
c) Build new area that is complimentary to the comprehensive high school, but a distinction from current educational model (if the current educational model has a high proportion of classrooms to specialized spaces), build new area with primarily specialized space following some of the themes the PAC considered for future learning environments, including:
    - Demonstrate a place for 21st century learning.
    - Retain students who are leaving for alternative programs at college or skills centers.
    - Partner with colleges to deliver advanced services.
    - Create a culture that equalizes the disparity between advanced students and those still needing remediation without holding either group back.
    - Create a social, networked and collaborative learning environment, assisted by assisted by personal mobile technology.
    - A place where students spend less of their time in classes, the rest in small group and individual project work that contributes to earning course credits.
    - All grades, multi grade classes.
    - Art and science blend.
    - Convert traditional shops to more contemporary educational programs, environmental science, CAD/CNC manufacturing, health careers, biotechnology, material science, green economy/ energy & waste, etc.
    - More informal learning space for work done on computers by small teams and individuals.
    - Collaborative planning spaces, small conference rooms with smart boards.
    - A higher percentage of specialized spaces to classroom/ seminar spaces.
    - Focus on labs (research), studios (create) and shops (build) learn core subjects through projects in these spaces. (cross-credit for core subjects).
    - Blend with the tech center building and curriculum.
    - Consider the integration of specialized "elective" spaces with general education. All teachers contribute to integrated curriculum.
    - Provide a greater proportion of area in the school for individual and small group project work.
    - Support deep exploration of subjects and crafting rich material and media, support inquiry and creativity.

Music and science Programs are strong draws to Olympia High School, which also offers an AP curriculum. Conversation with school leaders found support for the idea of including more specialized spaces in the new building. Some of the suggested programs include:

- More science, green building, energy systems, environmental sciences.
- Material sciences and engineering.
- Art/ technology integration, music, dance, recording.
- Stage theater, digital entertainment.
- Need place for workshops, presentations, poetry out loud.

An idea that garnered support was to combine the development of a new building with the spaces in the school's Tech Building, a relatively new building on campus, detached from the rest of the school. The Tech Building serves sports medicine, health career technician, biotechnology and microbiology. It also has a wood shop that is used only two periods per day and an auto shop that is not used all day so alternative uses of those spaces should be considered.

Enrollment projections show that Olympia High School will exceed 1,800 students by more than 400 students later in the 15 year planning horizon. A new building could serve alternative schedules. Morning and afternoon sessions would double the number of students served by the building. A hybrid online arrangement could serve more students in the Olympia HS enrollment are without needing to serve more than 1,800 students on site at any given time.

If the combination of the Tech Building and this new addition was operated somewhat autonomously from the comprehensive high school, alternative education models could be implemented that would draw disaffected students back into learning in ways that engage them through more "hands on" experiential education.

2020 Update: The district has ultimately designed the addition of 21 classrooms at OHS distributed in 3 areas of the campus: a classroom addition in the space between Hall 4 and the cafeteria; a classroom addition in between Hall 2 and the Industrial Arts building; and, a classroom addition adjacent to the cafeteria and commons. This series of additions will give the campus more security by eliminating "walk-throughs" of the campus, house the new science labs near the current science wing, locate a new music classroom near the other music classrooms, and add classrooms near the commons permitting a restructuring of access to the school by incorporating a vestibule.

5. Capital High School Modernization and STEM Pathway

Capital High School has received three major phases of improvements over the last 15 years, but more improvements remain, particularly on the exterior of the building. The majority of the finishes on the exterior are from the original construction in 1975, 40 years ago. Most of the interior spaces and systems have seen improvements made, but some changes for contemporary educational considerations can still bring improvement.

One of the primary educational considerations the Planning Advisory Committee (PAC) explored is driven by the creation of the new Jefferson Advanced Math and Science (JAMS) program, which is centered around Science, Technology, Engineering and Math (STEM) programs, and the need to provide a continuing pathway for STEM students in that program

who will later attend Capital HS. Relatively small improvements can be made to Capital HS that relate to STEM education and also support Capital High School's International Baccalaureate(IB) focus as well.

The conversations with the PAC and leaders in the school focused on 21st century skills like creative problem solving, teamwork and communication. Proficiency with ever changing computer networking and communication/ media technologies were also discussed.

Offering an advanced program at the middle school was the impetus for the new JAMS program. Career and Technical Education (CTE) is changing at Capital HS to support STEM education and accommodate the students coming from Jefferson. Math and science at Capital HS would benefit from more integration. Contemporary CTE programs are transforming traditional shop programs like wood and metal shop into engineering, manufacturing and green building technologies. Employers are looking for graduates who can think critically and problem solve; mapping out the steps in a process and knowing how to receive a part, make their contribution and hand it off to the next step in fabrication. Employers want good people skills; collaborating and communicating well with others. Increasingly these skills will be applied working with colleagues in other countries and cultures. Global awareness will be important. JAMS at the middle school level, and STEM and IB at high school can be a good fit in this way.

The JAMS curriculum is a pathway into IB. The school is adjusting existing programs to accommodate IB programs. The JAMS program supports the Capital HS IB program through the advanced nature of the curriculum. 60 students are currently enrolled in IB and it was recently affirmed as a program the district would continue to support. The advanced nature of the JAMS program could increase enrollment in the Capital HS IB program. Leaders in the school intend that all students need to be part of this science/ math focus.

Capital High School is intentional about connecting to employers and to people from other cultures through distance learning. The district is working with Intel as a partner, bringing engineers in and having students move out to their site for visits and internships. Currently there is video conferencing in the Video Production Studio space. College courses can be brought into the high school, concentrating on courses that are a pathway to higher education. The district is already partnering with universities on their engineering and humanities programs to provide university credits.

The development recommendation for Capital High School is to remodel the classroom pods to re-create the learning purpose in the center of each pod. The more mobile learning assistive technologies like laptops and tablet computers, with full time access to a network of information and people to collaborate with are changing the way students can engage with the course material, their teachers and their peers. Further development is also recommended in the shops and adjacent media/ technology studios. The building area of these interior renovations is estimated to be 10% of the total building area.

Extensive renovation of the original exterior walls, windows, doors and roof areas that have not been recently improved is the other major component of this development recommendation.

6. Build a Theater sized for the Student-body of Capital High School

In 2000 when Capital High School was partially remodeled, construction costs were escalating and a decision had to be made to address a too-small cafeteria and commons area. At the time, the available solution was to reduce the theater by 200 seats. As the school has grown,

and will grow further in the next 10 years, the reduced-size theater is now too small for the school. The theater cannot hold even one class of CHS students, and can barely hold an evening performance for the Jefferson or Marshall Middle School orchestra, choir or band.

Remodeling the current theater was designed and priced. The cost of the remodel is as much as building a new theater and the remodeled theater would have several deficiencies. In order to remodel the theater, the roof would need to be raised and the commons reduced.)

Therefore, the administration is recommending the construction of a new theater on the south side of the gyms. The new theater will have 500 seats, 200 more than the current theater.

7. Avanti High School

Through the master plan process in 2010 and 2015, the district affirmed the importance of Avanti High School and directed that the master plan includes options for the future of the school. Avanti has changed its intent in recent years to provide an arts-based curriculum delivery with an entrepreneurial focus. Enrollment will be increased to 250 students with greater outreach to middle school students in the district who may choose Avanti as an alternative to the comprehensive high schools, Olympia and Capital High Schools. The school appreciates its current location, close proximity to the arts and business community downtown and the partnership with Madison Elementary School.

The six main classrooms in the building are not well suited to the Avanti curriculum as it is developing, and hinder the growth of the school. The settings in the school should better reflect the disciplines being taught through “hands on” learning. The school integrates the arts as a way to learn academic basics. Avanti creates a different learning culture through personalizing education, focuses on depth over breadth, and teaches good habits of the heart and mind. Students come together in seminars, so space is needed for “town hall” communication sessions. The auditorium does not work well for the town hall sessions as it is designed for presentations of information to an audience and the seating impedes audience participation—the school needs more options.

Recently Avanti has expanded by two classrooms and Knox Administrative space has been reduced.

To implement the Avanti expansion, the administration offices and warehouse will be moved to a recently purchased location, now referred to as the Knox 111 building on Bethel Street.

Ten learning settings were identified as an appropriate compliment of spaces with the intent for them all to support teaching visual and performing arts:

1. Drama (writing plays, production)
2. Music/ recording studio (writing songs)
3. Dance (math/ rhythm)
4. Painting/ drawing
5. Three dimensional art (physical & digital media, game design)
6. Photography/ video/ digital media (also support science & humanities)
7. Language Arts
8. Humanities
9. Math
10. Science

Additional support spaces: special needs, library, independent study, food service, collaborative study areas, administration/ counselors, community partnerships.

This development recommendation proposes that Avanti High School move into the entire Knox Building, including the district warehouse space. Light renovation of the buildings would create appropriate space of the kind and quality that the curriculum and culture of the school need.

The long-term growth of Avanti High School is seen as a way, over time, to relieve the pressure of projected enrollment growth at Olympia High School.

The 2015 Facility Advisory Committee also supported the expansion of Avanti, regardless of whether or not the school would ultimately reduce enrollment pressure at Olympia or Capital High Schools.

The 2015 Master Plan assumption is to budget $9.9 million to remodel the 2nd and 3rd floors of the Avanti building, expanding Avanti by about 12 classrooms. At this time the recommendation does not include a remodel of the current warehouse, as this is cost prohibitive. If fewer upgrades are necessary in the main building, then the district will consider updating the warehouse for more career and technical education options.

8. Renovate Playfields to Improve Safety and Playability

Based on FAC support for improved fields and playgrounds, the district is recommending the installation of 2 turf fields and renovation of an additional 8 fields. The cost is estimated at $6.9 million. Specifically, the district recommends the following improvements:

a) North Street field at OHS: renovate the field with installation of new sod. [As of 2019, the district is proceeding with plans to install a turf field (with low level lighting and minor fencing, instead of sod.]
b) Henderson Street field at OHS: install a synthetic turf field, low level lighting and minor fencing. [As of 2019, the district is proceeding with no plans to install turf.]
c) Football/ soccer field at CHS: install a synthetic turf field, low level lighting and minor fencing.[6] [Completed in 2018.]
d) Jefferson, Marshall and Reeves field: renovate the field with sod.
e) Lincoln: renovate the playfield with seed and improve the playground. [Completed.]
f) Centennial, McLane and Roosevelt: renovate the fields with seed (after remodel of the buildings). [Roosevelt was completed in 2018.]

[6] The administrative recommendation for turf fields includes low-level lighting and fencing for each; lighting/ fencing is included to extend play hours to off-set the higher expense of a turf field. The CHS football and Henderson turf field with lighting and fencing will cost $3.3 million. If the hours cannot be extended with lighting, the original administrative recommendation was to renovate the Capital football and Henderson fields with improved drainage and new sod, instead of turf, and use the remaining resources to renovate the Capital soccer, Washington, Jefferson and Marshall fields (drainage/ sod) and running tracks. This alternative increases the hours-of- play available generally in the community as these fields are generally considered less "playable" in their current state. Improved drainage and new sod at the Henderson field, Washington, and CHS football and soccer fields, and drainage, sod and improve running tracks at Jefferson and Marshall fields would cost $3 million; roughly the same as the two turf fields.

9. Invest in Electronic Key Systems to Limit Access to Schools and Instigate Lockdowns

The district is recommending the investment of $2 million in key systems across the district, targeting schools that have not been upgraded as part of a remodel.

10. Address Critical Small Works and HVAC or Energy- Improvement Projects

The district will pursue state of Washington energy grants for a portion of a total investment of $8.5 million.

In addition, the small works roster is summarized below. The roster represents the facilities projects that must be undertaken in the near future. While we have attempted to plan for a six year small- works list, new items may be identified during the life of the CFP.

Improve and upgrade:

- Parking lots and paving at five schools.
- Drainage controls, and/ or repair foundations at five schools/ sites.
- Electrical service and new fire or intrusion alarm systems at four schools, security cameras at multiple schools, access controls at multiple schools and perimeter fencing at five schools.
- Roofing at three schools, install roof tie-off safety equipment at multiple sites, and caulk and or paint and renovate siding at four sites.
- Gutter systems at two schools.
- Interior and classroom capital improvements at twelve sites.
- Wiring and electrical systems at two sites.

In addition, the district Board of Directors will determine the next steps for the John Rogers building. This building has been in service for 50 years and requires significant upgrades. In the upcoming six- year period the district will either demolish the building (and seed the field), or perform small repairs to decommission the building for possible use at a later time. [As of 2019, the district is implementing plans to demolish the building.]

Utilization of Portables as Necessary

The CFP continues to include expenditures for portables, as these represent a foundation investment where enrollment is faster than expected. Portables are considered to be a last-resort and are utilized where other options are not possible.

Capital Facilities Plan(CFP) Project Revisions for Class Size Reductions

Table 8 below describes several components of the CFP analysis. First, the table describes the recommended construction built into the district's facilities plan. The second column identifies if the project is included in the Impact Fee Calculation. The third column identifies the reason the project is included or not.

Table 8: CFP Considerations

Project	Included in 2019 Impact Fee?	Reason
Centennial Elementary	Yes	This project adds seating capacity for 189 students
Roosevelt Elementary	No	This project is complete.

McLane Elementary	Yes	This project adds seating capacity for 189 students
Hansen Elementary	No	This project is complete.
Pioneer Elementary	No	This project is complete.
#6th Mini-Building	Yes	This project is possible within the 6 year horizon of the Capital Facilities Plan.
Olympia High School	Yes	This project will add capacity to accommodate additional growth of 235 students
Portables	No	The plan includes the cost of 5 portables but these are a second priority to mini-buildings
Capital High School Modernization	Yes	This project will add capacity for 112 students.
Avanti High School	Yes	This project will add capacity for 100 students.

Cost of Converting Portables to Permanent Construction

Further, the value of converting a portable into permanent construction is included in full in the calculation of the impact fee. This bears further explanation. The impact fee calculation is based on construction costs (costs that are within the timeframe of the CFP) associated with growth, divided by the number of growth/ seats/ students. So, if the CFP includes a plan to construct a $10 million structure to house 100 students, and 90 students are generated by new housing/ developments, then the per student cost of construction to accommodate growth is $90,000 (($10,000,000/ 100) *(90/100) = $90,000). This is the amount that is included in the calculation of the impact fee. Even if the new building replaces 50 portable seats, the calculation is the same: what is the cost of planned construction, and what proportion is associated with seats needed to accommodate growth, and therefore, what is the per growth seat cost of construction regardless of prior use of portables?

The number of students expected to be driven by growth is the key factor (90 in this example). The student growth must be based on upcoming growth and cannot be based on prior growth (from the example above, it could not be based on 50 + 90). It is important to note that, regardless of the number of portables being converted, a proportional cost of a $6.5 million mini-building is included based on expected growth; portable conversion is not deducted from the calculation.

IV Finance Plan

Impact Fees

Impact fees are utilized to assist in funding capital improvement projects required to serve new development. For example, local bond monies from the 1990 authority and impact fees were used to plan, design, and construct Hansen Elementary School and Marshall Middle School. The district paid part of the costs of these new schools with a portion of the impact fees collected. Using impact fees in this manner delays the need for future bond issues and/ or reduces debt service on outstanding bonds. Thurston County, the City of Olympia and the City of Tumwater all collect school impact fees on behalf of the district.

Impact fees must be reasonably related to new development and the need for public facilities. While some public services use service areas or zones to demonstrate benefit to development, there are four reasons why the use of zones is inappropriate for school impact fees: 1) the construction of a new school benefits residential developments outside the immediate service area because the new school relieves overcrowding in other schools; 2) some facilities and programs of the district are used by students throughout the district (Special Education, Options and ALPS programs); 3) school busing is provide for a variety of reasons including special education students traveling to centralized facilities and transportation of students for safety or due to distance from schools; 4) a uniform system of free public schools throughout the district is a desirable public policy objective.

The use of zones of any kind, whether municipal, school attendance boundaries, or some other method, conflict with the ability of the school board to provide reasonable comparability in public school facilities. Based on this analysis, the district impact fee policy shall be adopted and administered on a district-wide basis.

Current impact fee rates, current student generation rates, and the number of additional single and multi-family housing units projected over the next six-year period are sources of information the district uses to project the fees to be collected.

These fees are then allocated for capacity-related projects as recommended by a citizens' facilities advisory committee and approved by the Board of Directors.

The fee calculation is prescribed by law:

- The calculation is designed to identify the cost of the new classrooms space for new students associated with new development.
- The cost of constructing classrooms for current students is not included in the impact fee calculation.
- The calculation includes site acquisition costs, school construction costs, and any costs for temporary facilities.
    - Facility Cost / Facility Capacity = Cost per Seat / Student Generation Rate = Cost per Single Family Home (or Cost Per Multi-Family Home).
    - The Cost Per Single Family home is then discounted for 1) any state construction funding the district receives and 2) a credit for the taxes that the home will generate for the upcoming 10 years.
    - As an example, a $15,000,000 facility, and a .20 single-family home student generation rate is calculated as such: $15,000,000/ 500 = $30,000 *.20= $6,000. This $6,000 is then reduced by state construction funds ($9 per home in 2015) and a 10-year tax credit ($1,912 in 2015). This leaves a single family home rate of $4,079 *(example amount only).*
    - The Olympia School District Board of Directors would then reduce the $4,079 by a "discount rate". This is the margin that districts use to ensure that they do not collect too much impact fee (and possibly pay back part of the fees if construction costs are reduced or state construction funding is increased.) The Olympia School District has typically used a discount rate of 15%, which would leave a single family home impact fee of $3,467 or ($4079 * .85).

The prescribed calculation, the district's construction plan in the CFP planning horizon, expected state revenue and expected taxes credited to new housing developments yield an impact fee as follows:

Single Family: $4,972

Multi-family: $2,575

Importantly, for 2020, the Olympia School District Board of Directors is considering the application of the districtwide impact fee on downtown building. The Board will take action in fall 2019 on this matter specifically, but at this time this plan draft assumes such a policy is adopted.

Table K on the following page identifies the historical impact fees, projected 2020 impact fees are a place-holder until the new fees are fully re-calculated. The fees include the assumption that the downtown fee will no longer be set at $0. Instead the downtown fees for single family homes will be the same as the rest of the district; the downtown fees for multi-family homes will be the same as the rest of the district. Most fees paid in the downtown area will be on multi-family homes, and so is displayed as $2,575.

Table 9: Historical Impact Fees with Projected 2020 Fee

Year	Discount Percentage	Single Family Home Fee	Multi-Family Home fee	Downtown Residence Fee	Mobile Home Fee
1992	67	$894	$746	---	$791
1993	67	$1,703	$746	---	$791
1994	55	$1,717	$742	---	$1,385
1995	70	$1,754	$661	---	$1033
1996	52	$1,725	$661	---	$1,176
1997	51	$1,729	$558	---	---
1998	56	$1,718	$532	---	---
1999	50 & 70	$2,949	$1,874	---	---
2000	50 & 70	$2949	$1874	---	---
2001	50 & 70	$2949	$1,874	$841	---
2002	50 & 70	$2,949	$1,874	$841	---
2003	50 & 70	$2,949	$1,874	$841	---
2004	50 & 70	$2,949	$1,874	$841	---
2005	40 & 60	$4,336	$3,183	$957	---
2006	45 & 60	$4,336	$3,183	$957	---
2007	15	$5,042	$1,833	$874	---
2008	15	$5042	$1,833	$0	---
2009	15	$4,193	$1,770	$0	---
2010	15	$2,735	$1,156	$0	---
2011	15	$659	$1,152	$0	---
2012	15	$2,969	$235	$0	---
2013	15	$5,179	$0	$0	---
2014	15	$5,895	$1,749	$0	---
2015	15	$4,978	$1,676	$0	---
2016	15	$5,240	$2,498	$0	---
2017	15	$5,298	$2,520	$0	---
2018	15	$5,350	$2,621	$0	---
2019	15	$4,972	$2,575	$0	---
2020 Estimated	15	$4,972	$2,575	Same as District Assume $2,575	---
Prior 10-Year Average		$4,315	$1,632	---	---
10-Year Average, Including 2020		$4,551	$1,760	---	---

Eligibility for State Funding Assistance

The district will always apply to the state for state construction funding assistance, and attempt to maximize this support. Based on eligibility criteria, and experience obtaining funding for the remodel of Garfield Elementary, we estimate that the district will qualify for at least $12 million for the remodel of Centennial, McLane and Roosevelt Elementary Schools. This is a conservative estimate, as the district qualified for about $6 million for the Garfield remodel.

Bond Revenue

The primary source of school construction funding is voter-approved bonds. Bonds are typically used for site acquisition, construction of new schools, modernization of existing facilities and other capital improvement projects. A 60% super-majority voter approval is required to pass a bond. Bonds are then retired through the collection of local property taxes. Proceeds from bond sales are limited by bond covenants and must be used for the purposes for which bonds are issued. They cannot be converted to a non-capital or operating use. As described earlier, the vast majority of the funding for all district capital improvements since 2003 has been local bonds.

The projects contained in this plan exceed available resources in the capital fund, and anticipated School Impact and Mitigation Fee revenue. The Board of Directors sold bonds in June 2012 allowing an additional $82 million in available revenue for construction projects.

Voters have approved $161 million in bond sales to finance Phase II of the Master Plan. Of this amount, $55 million have been sold; $72 million were sold in 2018; and $34 million will be sold in 2020.

Current Balance in Capital Fund

The finance plan for this schedule of construction is heavily dependent on the current balance in the district's Capital Fund. First, funds from the 2012 voter approved bond, about $28 million in bond resources, have been preserved to devote to the finance plan of Phase II of the Master Plan. Second, the district successfully qualified for state construction assistance of $10 million for the construction of ORLA and remodel of Garfield. These resources are reserved. The balance of resources is a combination of impact fees, mitigation fees, and a small amount of capital levy funds.

Finance Plan Summary

Table L, on the following page, represents preliminary estimates of revenue associated with each group of projects.

Table 10: Financial Summary

Item Description	Project Amount
1. New Classrooms (Minis at Pioneer, Hansen, Centennial, Roosevelt, McLane, + 1 additional	$37,063,000
2. Phase II of 2011 Master Plan (Multiple Items Above)	$136,559,394
3. Capital High School Theater	$12,665,000
4. Small Works Projects, Categorized as Immediate Need	$10,733,848
5. John Rogers Demolition and Re-seed	$520,000
6. Security- Access Control Systems	$2,000,000
7. Heating/ Ventilation Improvements and Energy Savings	$8,484,000
8. Field and Playground Renovations	$6,873,845
Subtotal of Planned Investments	$214,899,087
Existing Resources (Capital Fund Balance)	Minus $42,200,000
Estimated New State Construction Funding	Minus $12,000,000
New Construction Bond Authority Approved by Voters in 2016	Equals$ 160,699,087

Appendix A – Inventory of Unused District Property

Future School Sites

The following is a list of potential future school sites currently owned by the district. Construction of school facilities on these sites is not included in the six-year planning and construction plan

- Mud Bay Road Site

  This site is a 16.0-acre parcel adjacent to Mud Bay Road and Highway 101 interchange. The site is currently undeveloped. Future plans include the construction of a new school depending on growth in the student enrollment of adjoining school service areas.

- Muirhead Site

  This is a 14.92-acre undeveloped site directly adjacent to Centennial Elementary School, purchased in 2006. The district currently utilizes this property for an Olympia High School farm and science program. Further development of this property involves approval of a formal plan to mitigate negative impact on an endangered species, the prairie Pocket Gopher.

Other District Owned Property

- Henderson Street and North Street (Tree Farm) Site

  This site is a 2.25-acre parcel across Henderson Street from Pioneer Elementary School and Ingersoll Stadium. The site is currently undeveloped. Previously, the site was used as a tree farm by Olympia High School's vocational program.

Future Site Acquisition

The district is seeking additional properties for use as future school sites. Construction of school facilities for these sites is not included in the six-year planning and construction plan. The district has identified the following priorities for acquisition:

- New west side elementary school site – approximately 10-acres
- New east side elementary school site – approximately 10-acres

Elementary School Modernization — Grades K-5

Project Name:
Centennial Elementary School Modernization
Location:
2637 45th Ave SE, Olympia
Site:
11.8-acres
Capacity:
357 students (189 seats new student capacity)
Square Footage:
45,345 s.f.
Cost:
Total project $27.9 million, including a $6.3 million mini-building of 10 classrooms and $800,000 field renovation.
Project Description:
Major modernization of existing school facility. Modernization work will include all new interior finishes and fixtures, furniture and equipment, as well as exterior finishes.
Status:
Subject to bond approval, the district anticipates this facility will be available in 2019.

Elementary School Modernization — Grades K-5

Project Name:
McLane Elementary School Modernization
Location:
200 Delphi Road SW, Olympia
Site:
8.2-acres
Capacity:
310 students (189 seats new student capacity)
(New Lower Utilization Standard)
Square Footage:
45,715 S.f.
Cost:
Total project: $23.5 million, including a $6.3 million mini-building of 10 classrooms and a $700,000 field renovation.
Project Description:
Major modernization of existing school facility. Modernization work will include all new interior finishes and fixtures, furniture and equipment, as well as exterior finishes.
Status:
Subject to bond approval, the district anticipates this facility will be available in 2019.

Elementary School Modernization Grades K-5

Project Name:
Roosevelt Elementary School Modernization
Location:
1417 San Francisco Ave NE, Olympia
Site:
6.4 acres
Capacity:
386 students (189 new student capacity)
(New Lower Utilization Standard)
Square Footage:
47,616 s.f.
Cost:
Total project: $22.4 million, including a $6.3 million mini-building of 10 classrooms and $800,000 field renovation.
Project Description:
Major modernization of existing school facility. Modernization work will include all new interior finishes and fixtures, furniture and equipment, as well as exterior finishes.
Status:
Subject to bond approval, the district anticipates this facility will be available in 2020.

High School Modernization Grades 9-12

Project Name:
Capital High School modernization
Location:
2707 Conger Ave NW, Olympia
Site:
40-acres
Capacity:
1,496 students (new student capacity not yet determined)
(current Utilization Standard)
Square Footage:
254,772 s.f.
Cost: Total project: $20.6 million
Project Description:
Modify classroom pod areas and other portions of the existing school in order to support educational trends and students matriculating from the Jefferson Advanced Math and Science program. Replace older failing exterior finishes and roofing.
Status:
Subject to bond approval, the district anticipates this facility will be available in 2021.

High School Addition Grades 9-12

Project Name:
Olympia High School Addition/ portable replacement
Location:
1302 North Street SE, Olympia
Site:
40-acres
Capacity:
will limit to 1811 students, adds 280 permanent seats. Which is 70
(Current Utilization Standard) new seating/ student capacity
Square Footage:
233,960 s.f.
Cost:
Total project: $24.3 million
Project Description:
Provide additional permanent building area to replace ten portable classrooms. Support educational trends with these new spaces.
Status:
Subject to bond approval, the district anticipates this facility will be available in 2020.

Elementary School Expansion Grades K-5

Project Name:
Pioneer and Hansen Elementary Schools
Capacity:
Replace portables with new two-story structures at each school.
Adds 189 student seats to each school to address new capacity of 82 students needed at Pioneer and 67 students needed at Hansen.
Cost:
Each structure will cost $6.3 million. Pioneer costs associated with growth and therefore, impact fees total $2.1 million; Hansen growth costs total $700,000.
Status:
Subject to bond approval, the district anticipates this facility will be available in 2019.

High School Addition/ Admin. Center Grades 9-12

Project Name: Avanti High School Addition and Modernization & Re-location of district Administrative Center
Location:
Avanti HS: 1113 Legion Way SE, Olympia (Currently located on 1st floor of district Administrative Center.)
District Administrative Center: Newly purchased The Olympian Building.
Site: Avanti HS: 7.5-acres
Capacity: Avanti HS: will limit to 250 students
(current Utilization Standard)
District Administrative Center: To be determined
Square Footage: Avanti HS: 78,000 s.f.
District Administrative Center: To be determined
Cost: Avanti HS: Total project: $9.9 million
District Administrative Center: Estimated $7.8 million
Project Descriptions: Avanti HS:
Expand Avanti High School by allowing the school to occupy all three floors of the District Administrative Center. Expanding the school will allow additional programs and teaching and learning options that might not be available at the comprehensive high schools.
District Administrative Center: Provide a new location for administrative offices somewhere in the downtown vicinity.
Status: Subject to bond approval, the district anticipates this facility will be available in 2020.

Appendix C- Figures 11 and 12: Single Family and Multi- Family Residences Impact Fee Calculations for 2019

Rates for 2020 are being calculated and will be incorporated into future versions of the plan.

SCHOOL IMPACT FEE CALCULATIONS							
DISTRICT	Olympia School District						
YEAR	2019 - SF and MF Residence						
School Site Acquisition Cost:							
((AcresxCost per Acre)/Facility Capacity)xStudent Generation Factor							
				Student	Student		
	Facility	Cost/	Facility	Factor	Factor	Cost/	Cost/
	Acreage	Acre	Capacity	SFR	MFR	SFR	MFR
Elementar	10.00	$ -	400	0.309	0.119	$0	$0
Middle	20.00	$ -	600	0.127	0.059	$0	$0
High	40.00	$ -	1,000	0.158	0.057	$0	$0
					TOTAL	$0	$0
School Construction Cost:							
((Facility Cost/Facility Capacity)xStudent Generation Factor)x(permanent/Total Sq Ft)							
				Student	Student		
	%Perm/	Facility	Facility	Factor	Factor	Cost/	Cost/
	Total Sq.Ft.	Cost	Capacity	SFR	MFR	SFR	MFR
Elementar	94.5%	$ 15,316,209	525	0.309	0.119	$8,519	$3,281
Middle	94.5%		1	0.127	0.059	$0	$0
High	94.5%	$ 30,980,600	447	0.096	0.039	$6,288	$2,554
					TOTAL	$14,806	$5,835
Temporary Facility Cost:							
((Facility Cost/Facility Capacity)xStudent Generation Factor)x(Temporary/Total Square Feet)							
				Student	Student	Cost/	Cost/
	%Temp/	Facility	Facility	Factor	Factor	SFR	MFR
	Total Sq.Ft.	Cost	Size	SFR	MFR		
Elementar	5.50%	$ 250,000	25	0.309	0.119	$170	$65
Middle	5.50%	$ 250,000	25	0.127	0.059	$70	$32
High	5.50%	$ 250,000	25	0.096	0.039	$53	$21
						$293	$119
State Matching Credit:							
Boeckh Index X SPI Square Footage X District Match % X Student Factor							
				Student	Student		
	Boeckh	SPI	District	Factor	Factor	Cost/	Cost/
	Index	Footage	Match %	SFR	MFR	SFR	MFR
Elementar	$225.98	90	57.39%	0.309	0.119	$3,607	$1,389
Middle	$225.98	117		0.127	0.059	$0	$0
High	$225.98	130		0.158	0.057	$0	$0
						$3,607	$1,389
Tax Payment Credit:						SFR	MFR
Average Assessed Value						$336,667	$91,618

Figure 11 is a picture of the legal calculation of the impact fee, part A.

Capital Bond Interest Rate					2.95%	2.95%
Net Present Value of Average Dwelling					$2,879,176	$783,522
Years Amortized					10	10
Property Tax Levy Rate					$1.9600	$1.9600
	Present Value of Revenue Stream				$5,643	$1,536
	Fee Summary:		Single Family	Multi-Family		
	Site Acquistion Costs		$0	$0		
	Permanent Facility Cost		$14,806	$5,835		
	Temporary Facility Cost		$293	$119		
	State Match Credit		($3,607)	($1,389)		
	Tax Payment Credit		($5,643)	($1,536)		
	FEE (AS CALCULATED)		$5,849	$3,030		
	FEE (AS DISCOUNTED 15%)		$4,972	$2,575		

Figure 12 is a picture of the legal calculation of the impact fee, part B.