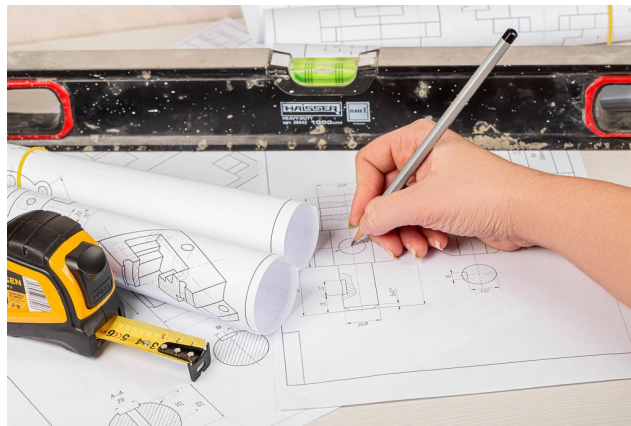




2024-29 Approved Capital Improvement Program



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October 12, 2023

To: Chelan City Council, Citizens of Chelan

From: Mayor Bob Goedde

Subject: 2024-2029 Proposed Capital Improvements Program

Enclosed is the 2024 -2029 Proposed Capital Improvements Program (CIP) for your review, consideration, amendment, and adoption.

WHAT IS A CIP AND WHY DO WE NEED ONE?

A Capital Improvements Program (CIP) is a plan that identifies and prioritizes the capital projects that a public entity needs to maintain or improve its facilities and infrastructure over a certain period. Our CIP is for a period of six (6) years.

A CIP is important because it helps public entities to plan strategically for community growth and transformation.

This CIP, as proposed for discussion, reflects a commitment by the City to provide a long-term, (six years) financially stable plan for the refurbishment, enhancement, or replacement of Community infrastructure and assets.

Community Infrastructure and assets do the following:

1. Promote the safe and efficient movement of people and things throughout the community (whether by motor vehicle, bicycle, or foot).
2. Provide clean drinking water.
3. Protect the environment and public health through safe transportation, treatment, and disposal of wastewater.
4. Collection and disposal of household and commercial solid waste and recyclables.
5. Enhance the quality of life in the community by providing recreational access, and by extension, employment, and economic opportunities, to the Lake Chelan residents and visitors.

The City of Chelan takes pride in maintaining its infrastructure to ensure residents and taxpayers, who have made a significant investment to help make Chelan a wonderful place for us to live, work and do business. Contemplate the roads, sidewalks, bike paths, trails, bridges, water/sewer systems, solid waste collection system, and beautiful recreational facilities, (Don Morse, Lakeside, the Golf Course, RV Park, beaches, marina and so forth.)

THE CHALLENGE

Significant residential home development has occurred in the Chelan Valley over the last several years. Tourism is thriving, driven by the good weather, beautiful downtown, Lake Chelan, outdoor recreation, and continued development of wineries in the Valley.

Over time, these changes lead to the reassessment of existing city facilities and infrastructure. More residents and visitors create a larger impact on park facilities and lake access. Movement throughout the

City becomes more problematic with more traffic, pedestrians, and cyclists, resulting in the need for more sidewalks, bike paths, additional turn lanes, roundabouts and similar “people moving” investments. The same factors drive the need to increase capacity in the sewer and water utility systems.

These challenges are occurring at a point when significant portions of the city’s infrastructure are aging. These older investments need orderly refurbishment or replacement, regardless of the increased capacity demands driven by a growing community.

The combination of these factors presents financial challenges *and* opportunities for the City. Meeting the challenges of a rapidly changing community within the financial capacity of the community will require careful planning, balancing operational and capital budget needs, and setting priorities for each.

Major Carryovers from 2022/2023 include:

1. City Hall Maintenance Project: 2022 Carpet & Vision Room Heating \$95,000.
2. Library HVAC Replacement: The HVAC replacement for \$140,000 will be done in conjunction with the renovation of the Chelan Public Library by the North Central Regional Library as a part of upgrading facilities throughout the library system. Anticipated to occur in late 2023/2024.
3. Chelan Butte Partnership: 2023 Proposed CIP includes \$500,000 as the City share of land acquisition on Chelan Butte for public open space and recreation.
4. City Hall Renovations: 2023-2024 Formerly under Comm. Development Interior Renovation \$160,000, Design and Construction.
5. Downtown Revitalization Project: 2023 & 2026 This project was included in the City’s six-year transportation improvement program in partnership with HDCA. The City’s 5% portion is still budgeted at \$117,500. Grant funds are anticipated; however, projected construction costs have increased \$400,000 for a total of \$2,350,000.
6. Wayfinding Signage Update: All the signs from Phase 1 and 2 have been constructed and are in the City’s possession. Pending completion of the Downtown Revitalization Project Community Development will send out an RFP for installation. This is anticipated to happen in early spring of 2024.
7. Lakeside Trail: 2024-2025 This project was included in the City’s six-year transportation improvement program. While this project has increased to \$3,752,500, the City’s portion has reduced to \$750,500 with a grant awarded from the Washington State Pedestrian and Bicycle Program for \$3,002,000.
8. Golf Maintenance Equipment Replacement: 2024-2029 The proposed CIP includes \$205,000 over the life of the CIP to fund the replacement of maintenance equipment and vehicles.
9. Parks Maintenance Equipment and Vehicle Replacement: 2024-2027 The proposed CIP includes \$120,000 over the life of the CIP to fund the replacement of maintenance equipment and vehicles.
10. Parks and Golf Vehicle Replacement: 2024-2026 The proposed CIP includes \$225,000 over the life of the CIP at \$75,000 a year.
11. Skateboard Park - \$1.5M local funds (REET) for construction are earmarked in 2025. Depending on the scope of the final project, \$2m to \$3.5m through grants or donations is anticipated to be raised for a total budget of \$5,000,000.

Continuation of Reserve Funds include:

1. Technology and Facilities Reserves: 2024-2029 Funding of \$175K,000 and \$210,000 respectively over the term of the CIP to fund ongoing network maintenance, technology improvements, and planned and unplanned facilities improvements and repairs.
2. Shoreline Access/Road End Mini Parks: 2024-2029 \$720,000 funding requested. Design & implementation is scheduled in the proposed CIP.

Several notable Council and Administration priorities are listed in the 2024 - 2029 Proposed CIP.

These include:

1. Administration/Legislative: 2024 \$6,000 iPads for City Council are from 2016 and need upgraded.
2. Annual Sidewalk Rehabilitation is ongoing for 2024-2029 at \$60,000 a year for a total of \$360,000.
3. Apple Blossom Pedestrian Access: 2024 Much of the funding will come from Developer contributions of \$725,000. The City anticipates receiving a Grant for the remainder. Project total for 2024 \$1,300,000.
4. Additional Pedestrian Projects: 2024 \$484,980 with an additional \$737,820 in 2025. Project totals \$1,222,800.
5. Stormwater Plan: 2024/2025 Although currently not required by the WA State Dept. of Ecology, Public Works want a proactive approach to review infrastructure and formulate a plan for managing the community's stormwater, anticipating \$125,000 per year.
6. Complete Street Project/Downtown Preservation: 2024/2025 The pavement preservation program is a long-term strategy to extend the life of the community's roads. This multi-year project totals \$1,000,000.
7. City Hall Door Security: \$18,025 is budgeted in 2024 to upgrade the front exterior and interior door locks.
8. Finance Department: 2024 \$35,945 ClearGov Budgeting Software acquisition's initial investment will streamline and assist in developing the City's CIP and Operations Budgets for all departments and have an annual subscription via the operating budget of \$28,145 starting in 2025.
9. Golf Course Irrigation Line: 2024 No See Um project opportunity to replace irrigation line to the ponds. \$168,000.
10. Lakeside Park Improvements: 2024 \$1,400,000 This will address the restrooms, ADA accessible trails and additional playground elements.
11. Complete Streets Project/Downtown Preservation: 2024 (\$150,000) and 2025 (\$850,000) Street Capital Fund. Scope to be determined to include complete streets efforts in conjunction with the 2025 pipe replacement projects including street paving, drainage, curbing, and sidewalks.
12. Sewer System Projects: 2024-2029 \$13,414,180 project funding requested. Funded through user rates, GFC's, revenue bonds, and Lake Chelan Sewer District and Lake Chelan Reclamation District cost sharing. The projects address aging infrastructure and system growth demands.
13. Water System Projects: 2024-2029 \$11,527,247 project funding is requested, to be funded with user rate revenue, cash on hand, and GFC's. The projects address aging infrastructure and system growth demands.

Conclusion

Planning for the future in a rapidly growing community is quite challenging. Many hours have been invested in developing the proposed action plan, and many more hours will be invested by the City Council in reviewing and refining this proposal.

Input and comments from the community is welcome. Community members are encouraged to contact me, Wade Farris, City Administrator, or any of the Department Heads to discuss this proposed Capital Improvements Program.

Respectfully,

Bob Goedde

Mayor – City of Chelan Washington

CIP NARRATIVE

CIP FUNDING HISTORY AND 2024-2029 IMPLEMENTATION STRATEGY

The purpose of a CIP is to present for discussion a program of planned improvements necessary to meet the infrastructure needs of the community, and to define how planned improvements are to be funded, and when they will be executed.

The proposed CIP presents a program of capital improvements designed to advance a range of Community and City Council goals as reflected in community comprehensive and master plans. Upon adoption, the CIP will reflect the consensus of the City Council and community as to the best selection of projects over the next 6 years to meet the most pressing needs of the community.

A key component or driver in the development of a CIP is the recognition that the community does not have the resources to immediately undertake all of the capital maintenance, improvements, and new facilities projects that are needed at the same time, regardless of the merit of or need for each project. If the project were not considered necessary by the community as reflected by the advancement of the project by council, administration or staff, it would not be in the program.

Steady progress can be made towards achieving these community goals within the resource limits of the community through the development of a sustainable and incremental financial and management strategy to identify funding sources and prioritize projects based upon available funding and capacity to successfully implement projects. Development of such a strategy highlights weaknesses in funding capacity and highlights when additional resources need to be obtained, whether those sources be grants, contributions, partnerships with either public or private organizations or the issuance of debt to fund needed improvements over time.

This document provides the Community with a 6-year program of proposed capital improvement projects, along with scheduling and projected / proposed funding for the complete program.

The following pages contain:

Part 1- Sewer and Water Utility Capital Funds

Part 2- Governmental Funds (Capital Improvements – General, Parks Capital, and Streets Capital)

Part 3- Restricted Capital (REET and Lodging Tax)

Part 4- Strategic Initiatives / Reserves

PART 1 SEWER AND WATER UTILITY CAPITAL FUNDS

In 2018, a sewer and water rate study adopted by the City Council set utility rates sufficient to fund operations and capital improvements from 2019 – 2023. Annual rate increases of 9.25% and 5% per year were adopted at that time for Sewer and water.

The capital improvements list was developed by the Public Works Department in conjunction with contract engineering firms, considering current and anticipated regulatory requirements, actual and anticipated service demand, and the age and condition of various system components. The Sewer and water capital programs are updated periodically and are not static documents.

While the CIP program covers a 6-year time frame, the engineering studies cover a longer, 15-year time frame. The CIP incorporates a portion of the larger capital program and includes financing and cash flow projections needed to execute the projects.

A rate study is being conducted in 2023. The study will incorporate the updated capital programs and operating costs. The new rate schedule will be effective for 2024, after adoption by the City Council.

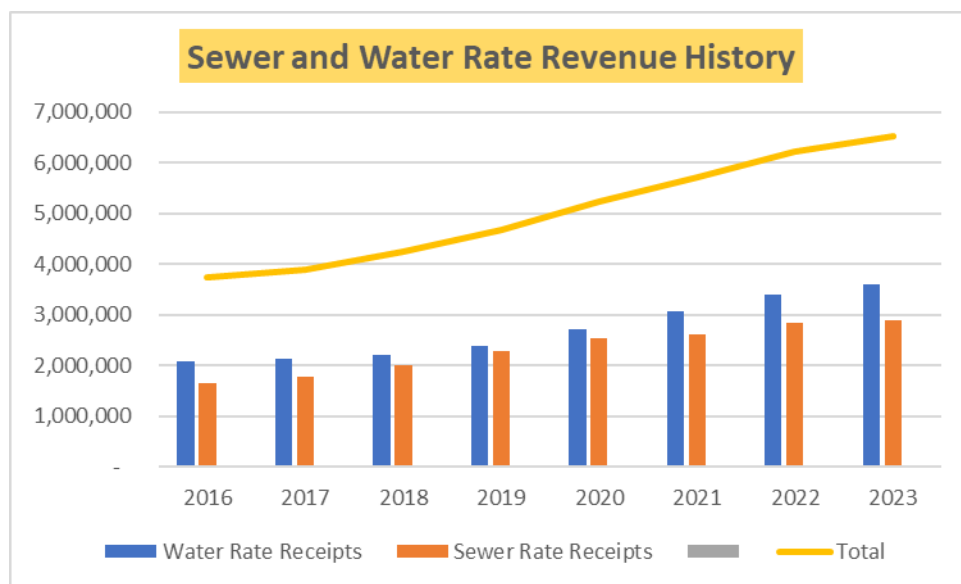
Utility Rate Revenue

Each year, capital transfers are made from the Sewer and Water Operating Funds to the Sewer and Water Capital Funds to finance new and ongoing projects, and to pay debt service on completed projects which were funded through the issuance of debt.

The capital transfers are derived from rate revenue, paid by the users of the Sewer and water systems. These rates also fund the operating costs (payroll, utility bills, supplies, materials, etc.) of those utilities.

For planning purposes, 5% increases in Sewer and water fees are assumed for 2024 through 2029 pending results of the rate study.

The following chart summarizes rate revenue performance from 2016 through 2023 (projected):



The following table highlights the change in utility revenues between 2016 and 2023 (projected):

	2016	2017	2018	2019	2020	2021	2022	Projected 2023
Water Rate Receipts	2,087,691	2,129,151	2,216,194	2,382,316	2,706,910	3,082,049	3,386,024	3,608,244
Annual Increase		41,460	87,043	166,121	324,594	375,139	303,975	222,220
Annual Increase Percentage		1.99%	4.09%	7.50%	13.63%	13.86%	9.86%	6.56%
	2016	2017	2018	2019	2020	2021	2022	Projected 2023
Sewer Rate Receipts	1,660,266	1,772,036	2,017,700	2,297,598	2,527,047	2,623,965	2,830,964	2,903,992
Annual Increase		111,769	245,664	279,899	229,448	96,918	206,999	73,028
Annual Increase Percentage		6.73%	13.86%	13.87%	9.99%	3.84%	7.89%	2.58%
Water Rate Increase per Rate Resolution				9.25%	9.25%	9.25%	9.25%	9.25%
Sewer Rate Increase per Rate Resolution				5.00%	5.00%	5.00%	5.00%	5.00%

Per fiscal policy, cash balances in excess of reserve requirements are transferred to the capital funds. Following are projections for the years 2024-2029:

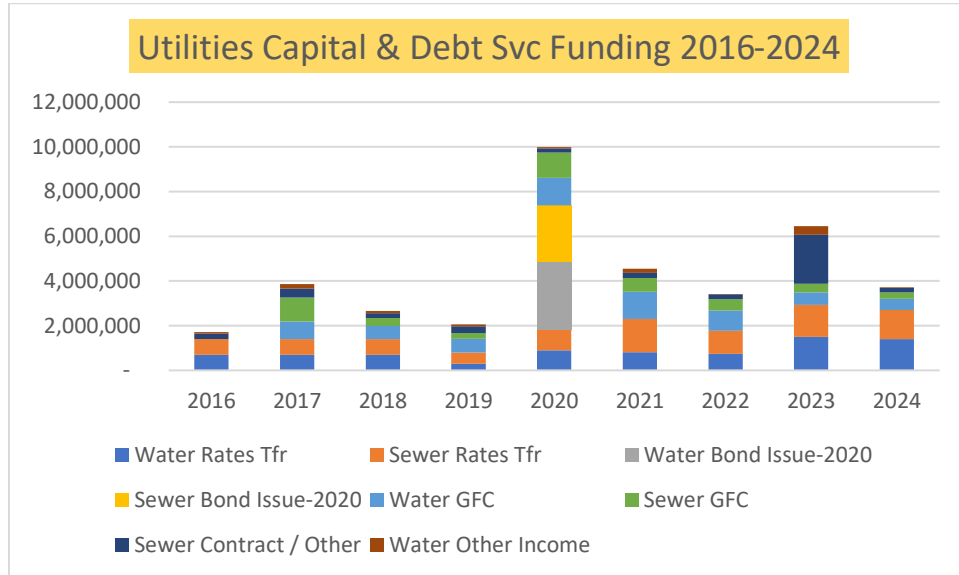
Sewer Fund CIP Projections - Operations								
	Actual 2022	Budget 2023	Projected 2024	Projected 2025	Projected 2026	Projected 2027	Projected 2028	Projected 2029
Cash on Hand	2,203,130	2,244,025	2,072,734	2,167,810	2,267,851	2,373,115	2,483,873	2,600,412
Less Operating Reserve	513,688	539,372	566,341	594,658	624,391	655,611	688,391	722,811
Capital and Debt Service Transfer Out	1,025,000	1,427,794	1,704,653	1,506,393	1,573,152	1,643,460	1,717,504	1,795,482

Water Fund CIP Projections - Operations								
	Actual 2022	Budget 2023	Projected 2024	Projected 2025	Projected 2026	Projected 2027	Projected 2028	Projected 2029
Cash on Hand	2,187,682	1,935,089	1,951,256	2,048,819	2,151,260	2,258,823	2,371,764	2,490,352
Less Operating Reserve	608,525	638,951	670,899	704,444	739,666	776,649	815,482	856,256
Capital and Debt Service Transfer Out	740,000	1,502,407	1,296,138	1,280,357	1,344,375	1,411,594	1,482,174	1,556,283

The projections assume an average increase in Sewer Operations Costs of 4.75% and Water Operations Costs of 5%. Rate revenue is projected to increase by 5% per year in both funds, except for 2023 where the Water Fund rate increase will be 9.25%.

Capital Funding Profile

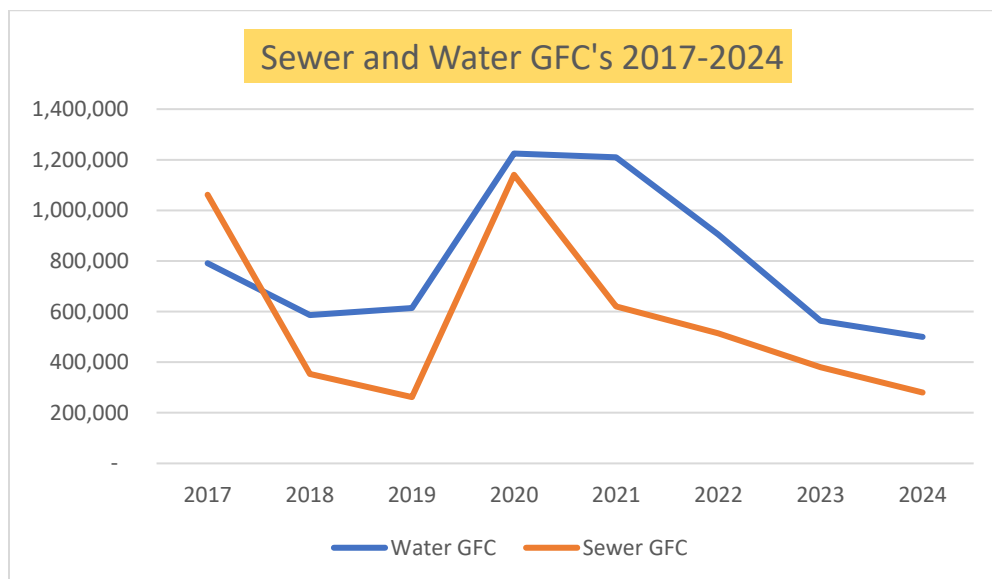
Utility funds capital projects and debt service on financed capital projects are paid for from a variety of sources. The following table provide a history of that funding by source from 2016 through 2023 (2023 Budget and 2024 Proposed):



In 2020, \$5.5m in revenue bonds were issued to fund the water (\$3m) and sewer (\$2.5m) capital programs.

General Facilities Charges - have overperformed rate study assumptions. The rate study intentionally underestimated GFC income due to the cyclical nature of the construction industry.

GFC's are deposited directly into the appropriate capital fund and are dedicated to capital improvements. The following chart provides historical and projected data on GFC receipts:



Utility capital programs funding has exceeded expectations due to several factors:

1. Lower project costs than anticipated due to successful contract bidding in recent years. It is anticipated that construction, material, and equipment costs will continue to increase more rapidly than was experienced in recent years.
2. Better than anticipated performance of GFC and rate revenues.
3. The 2020 revenue bond issue was let at an interest rate significantly lower than anticipated in the 2018 rate study, and debt reserve requirements anticipated in 2018 were waived by the City's lender.

The Proposed 2024-2029 CIP anticipates water & sewer revenue bonds issued in 2025 of \$2m each. Proceeds would be used to fund large infrastructure project (Downtown Pipe Replacement) intended to achieve economies of scale in the replacement of older and undersized water and wastewater transmission lines, and to incorporate "complete streets" elements on those streets where Sewer and water lines will be replaced. This proposed project will be discussed in detail elsewhere in this document.

A rate study is being conducted in 2023. Revenue requirements to fund proposed utility operations, capital projects, and debt service for the years 2024-2029 will be developed and reviewed with the City Council for consideration.

The 2024-2029 Sewer and Water CIPs, except as noted above, are fully funded through projected cash on hand at the end of 2023 plus user fees and charges, as the following cash flow statements indicate.

Sewer Capital Projects Fund - Cash Flow Projections 2024-2029						
	2024	2025	2026	2027	2028	2029
Cash on Hand Beginning of Year	183,798	819,248	2,413,268	964,309	1,120,517	1,566,918
Transfer In - Rates Revenue	1,704,653	1,506,393	1,573,152	1,643,460	1,717,504	1,795,482
Other Revenues (GFC, Assessments, Int)	500,000	500,000	500,000	500,000	500,000	500,000
*Possible Grant Revenue		1,750,000				
LCSD and LCRD Project Reimbursements		100,000	78,652			1,043,350
Revenue Bond Issue		2,000,000				
Use of Cash - Debt Service	(516,703)	(516,703)	(516,703)	(516,703)	(516,703)	(516,703)
Use of Cash - Projected Revenue Bond Issue 2025			(168,000)	(168,000)	(168,000)	(168,000)
Use of Cash - Projects	(1,052,500)	(3,745,670)	(2,916,060)	(1,302,550)	(1,086,400)	(3,358,000)
Cash on Hand End of Year	819,248	2,413,268	964,309	1,120,517	1,566,918	863,048
*Favorable grant opportunities through the Washington State Department of Ecology. If unsuccessful the Capital Improvement Plan will be revised in subsequent years.						

Water Capital Projects Fund - Cash Flow Projections 2024-2029						
	2024	2025	2026	2027	2028	2029
Projected Cash on Hand Beginning of Year	2,207,697	1,465,684	483,209	1,364,803	1,982,556	2,162,860
Transfer In - Rates Revenue	1,296,138	1,280,357	1,344,375	1,411,594	1,482,174	1,556,283
Other Revenues (GFC, Assessments, Interest, etc)	500,000	500,000	500,000	500,000	500,000	500,000
Revenue Bond Issue		2,000,000				
Use of Cash - Debt Service on Outstanding @ 12/31/23	(223,601)	(223,725)	(223,812)	(223,321)	(223,342)	(223,816)
Use of Cash - Revenue Bonds Projected in 2026			(168,000)	(168,000)	(168,000)	(168,000)
Use of Cash - Projects	(2,314,550)	(4,539,107)	(570,969)	(902,520)	(1,410,528)	(1,789,573)
Projected Cash on Hand at Year End	1,465,684	483,209	1,364,803	1,982,556	2,162,860	2,037,755

Sewer and water utility capital projects consist of the replacement and upgrading of aging and undersized utilities including pipes, pump stations, and lift stations. Upgrades are scheduled for both the water treatment plant and wastewater treatment plant.

PART 2 – GOVERNMENT CAPITAL FUNDS –

GENERAL CAPITAL, STREET CAPITAL, AND PARKS CAPITAL

Government capital projects are funded by a variety of sources, project specific grants, and certain restricted resources such as Real Estate Excise Tax and a portion of the lodging tax, all of which will be discussed shortly.

Year in and year out, our general government capital plan(s) are funded through our operating funds (Current Expense, Street, and Parks). Major cash sources for these funds include property tax, sales tax, and user fees (including building department fees, RV Park and golf course fees, other parks fees). Operating funds accumulate cash for capital project funding by generating net operating income.

Net Operating Income (Loss) is the difference between revenues received in a year minus expenditures for operational costs incurred. In short, cash in minus cash out, and if there is more cash in than cash out, net income is generated. Another way of looking at this is that our operating funds need to generate or receive **cash in an amount above and beyond that needed to fund general operations**.

Operations for these funds include street maintenance, plowing, sweeping, and lighting; parks maintenance, grounds keeping, cleaning, utilities, running the golf course and RV Park and other parks amenities; administration and management; legal services; public safety services including Sheriff services, jail services and emergency dispatch. In short, the basic government services required in a busy and growing community.

Over time, if cash in is greater than cash out, cash balances in each fund develop. City fiscal policy mandates that cash balances should be maintained in operating funds equal to 30% (plus a \$300,000 emergency reserve in the Current Expense Fund) of anticipated annual expenditures. These reserves are intended to ensure cash flows, and to serve as a contingency against unfavorable economic conditions, unanticipated events or opportunities and emergencies.

Amounts beyond that are transferred to capital funds to fund infrastructure improvements and equipment replacement, among other things.

Among the governmental funds, capital transfers from operating funds to capital funds are allocated by program requirements as follows:

1. Current Expense Fund – Transfers to Capital Improvements Fund, Street Capital Fund, and Parks Capital Fund.
2. Street Operations Fund – Transfers to Street Capital Fund.
3. Parks Operations Fund – Transfer to Parks Capital Fund.

Fiscal Policy and CIP Funding

The following table details general government capital transfers from 2017-2023, and preliminary amounts for 2024:

							Budget	Preliminary
	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>
Current Expense Fund								
to - Capital Improvements	39,407	538,900	306,900	96,900	6,900	106,900	997,000	250,000
to - Parks Capital		1,107,000	150,000	610,000		950,000	609,557	273,702
to - Street Capital	200,000	982,000	150,000			25,000	193,000	650,000
Other - Housing Fund GFC			100,000					
Total Capital Funding Out	239,407	2,627,900	706,900	706,900	6,900	1,081,900	1,799,557	1,173,702
	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>
Street to - Street Capital	190,000	120,000	240,000	450,000	25,000	285,000	-	139,549
Parks to - Parks Capital				50,000		155,000	426,134	103,653
Total Transfers to Capital	429,407	2,747,900	946,900	1,206,900	31,900	1,521,900	2,225,691	1,416,904
2024 tfr from Current Expense reduced due to use if \$600K in Sales Tax for the 2023 CIP. Typically would be part of the 2024								
transfer of capital funding from the Current Expense Fund.								

The following table details projected 2024-2029 CIP funding developed for planning purposes:

	Avg Net	50%	50%
<u>Operating Fund</u>	<u>Income</u>	<u>Capital</u>	<u>Operations</u>
Current Expense	802,332	401,166	401,166
Street	279,098	139,549	139,549
Parks	207,306	103,653	103,653
Total	1,288,736	644,368	644,368

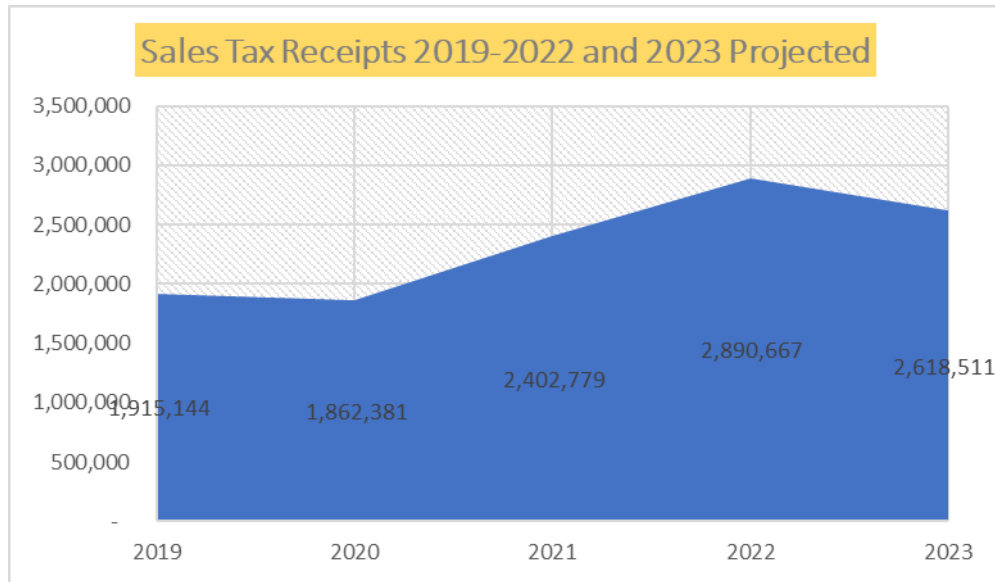
Average Net Income is derived from the years 2017-2022, and **excludes capital transfers out**, and also both the high and low net income years for each fund. These numbers will be adjusted annually, with each CIP. Net income retained for operations is used to offset cost inflation in payroll, contract services, and other costs, and to fund annual growth in operating reserve requirements. Transfers from operating funds to capital projects funds in the first year of each CIP will be reflective of actual cash available per fiscal policy for capital purposes.

Current Expense Fund Sources of Capital Funding

Sales Taxes are general operating revenues, and as such, are a part of the funding stream which hopefully generates net income to fund capital activity.

While fluctuating from year to year, other major Current Expense Fund Revenues include utility taxes (19%), property tax (8%), and various, rents, leases, state revenues, and charges for services (27%). The exact amounts and proportions vary from year to year.

The following chart details sales tax receipts from 2019-2022, and projections for 2023:



Annual sales tax receipts increased by \$698,000 comparing 2020 to 2012. That is an average annual increase of about 7.5% or \$87K per year. For planning purposes, a growth rate of 7.5% from a 2024 base of \$2,69m is assumed.

Street Capital Fund

The Street Operations Fund accounts for the maintenance costs of the transportation system, financial support to the Airport (about \$50,000 annually), and capital transfers to the Street Capital Fund for various projects.

Unlike the utilities and parks, there is no dedicated fee structure for street and sidewalk plowing and maintenance, or for road, sidewalk, and bike path improvements.

Property taxes fund about 90% of the operating costs to maintain our streets. Funding for transportation improvements is dependent upon annual revenues from operations in excess of operating costs in the Street Fund.

In the future staff propose to initiate discussion with the City Council regarding a transportation benefit district (TBD).

A TBD may be funded with a .1% sales tax upon vote of the City Council, similar to councilmanic debt. It is estimated that such a tax in Chelan would raise about \$250K annually. An additional .2% adjustment to sales tax may be enacted by vote of the community. It is estimated that an additional \$500K would be raised if the community approved. The funds raised would be restricted to transportation improvements, including to streets and sidewalks.

Property Taxes

Property tax receipts are deposited in the Street Operations Fund (75%) and the Current Expense Fund (25%). In the Street Operations Fund, property taxes provide about 90% of annual revenues. For planning purposes, it is assumed for the CIP that property tax revenues will increase, on average, 3.5% / year, which

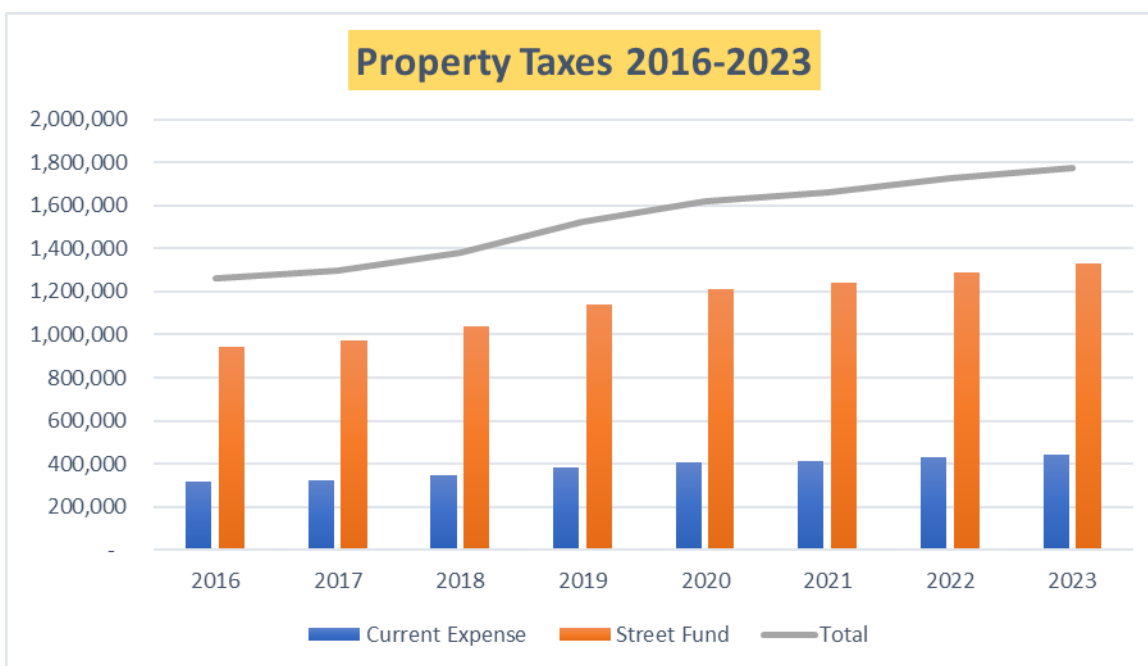
is the annual growth rate over the last five years (adjusted to exclude the Chelan Fruit annexation) which is considered for planning purposes to be an extraordinary event.

The increase is made up of the following:

- a. 1% increase over the prior year tax levy, as allowed by state law.
- b. New growth (construction)
- c. Annexation of property into the City.
- d. Changes in state utility valuations.

Property tax changes for a specific property are a result of the activity of several taxing districts and the relative changes in assessed value across the community.

Property tax receipts increased by about \$514,792 from 2016-2023 (growth from \$1,259,186 to \$1,773,978). The following charts summarizes property tax receipts for the City from 2016-2022:



Street Capital Projects Funding

Street capital projects, in addition to transfers in from the Street Operations Fund, are funded by transfers from the Current Expense Fund, bonds, and various grants and contributions. Larger projects are typically funded through state grants and require a local match. Unfortunately, grant funding is limited, and transportation projects are very expensive.

The 2018 bond issue, debt service is funded by the Real Estate Excise Tax (REET) and accounted for in the Capital Improvements Fund. The bond issue helped finance the Woodin Avenue Bridge project, as did the grant receipts recorded in 2019.



These transfers exclude funding for the Public Works Office Building which was fully funded with the 2022 Budget. The intent of this presentation is to consider funding for street improvements.

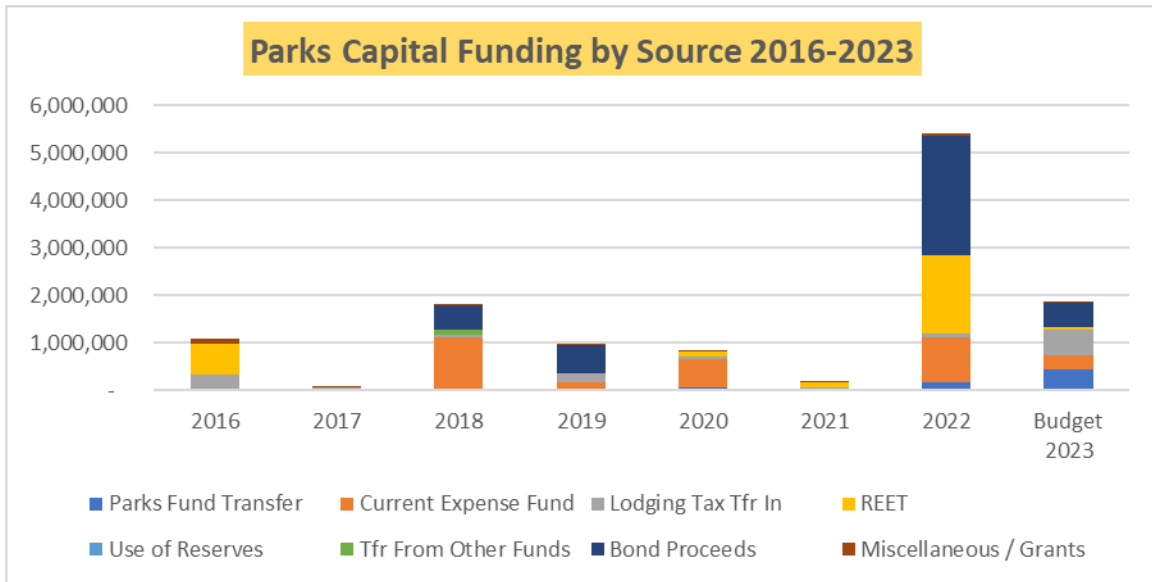
Parks Capital Fund

There is no dedicated fee structure for parks capital improvements, as parks fees are utilized almost completely to pay for operations.

Funding for park improvements is derived largely by transfers from the Current Expense and Tourism Promotion Fund (lodging tax) Fund, and the periodic issuance of debt and receipt of grants. REET funds also provide debt service funding for several recently completed projects, including Spader Bay Land Acquisition, improvements at the RV Park (bathroom, electrical, and irrigation improvements), and funded the administration building in 2016. In 2022, \$1,640,241 in REET funds were appropriated for the Parks Maintenance Building project.

Between 2016 and 2022, \$6,529,281 in capital activity in the parks system was funded by the Current Expense Fund (\$2,842,000), Other Funds (\$110,000), REET funds (\$2,516,281), Lodging Tax (\$791,000) and \$1,106,000 in proceeds from borrowing. Debt service on the borrowing is being repaid with REET funds.

The following graph highlights Parks Capital Funding over time:



Parks Fund – Results of Operations

Since 2010, two capital transfers have been made from Parks to the Parks Capital Fund. In 2020 \$50,000 was transferred, and in 2021 \$155,000 was transferred. The 2023 CIP and Budget propose a transfer of \$426,134 from operations to capital after a profitable 2021.

Net income of \$1,149,555 was earned between 2010 and 2022, averaging \$88,427 per year. Net income in several years has been offset in other years whether due to fires, the pandemic or other factors when small gains or operating losses are incurred. Recent years, excluding 2020, have seen stronger financial performance.

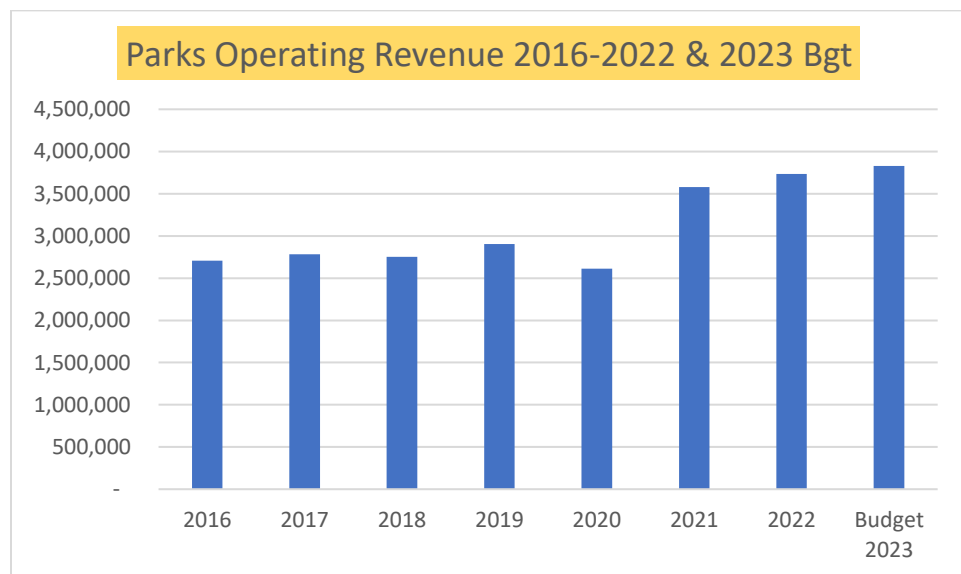
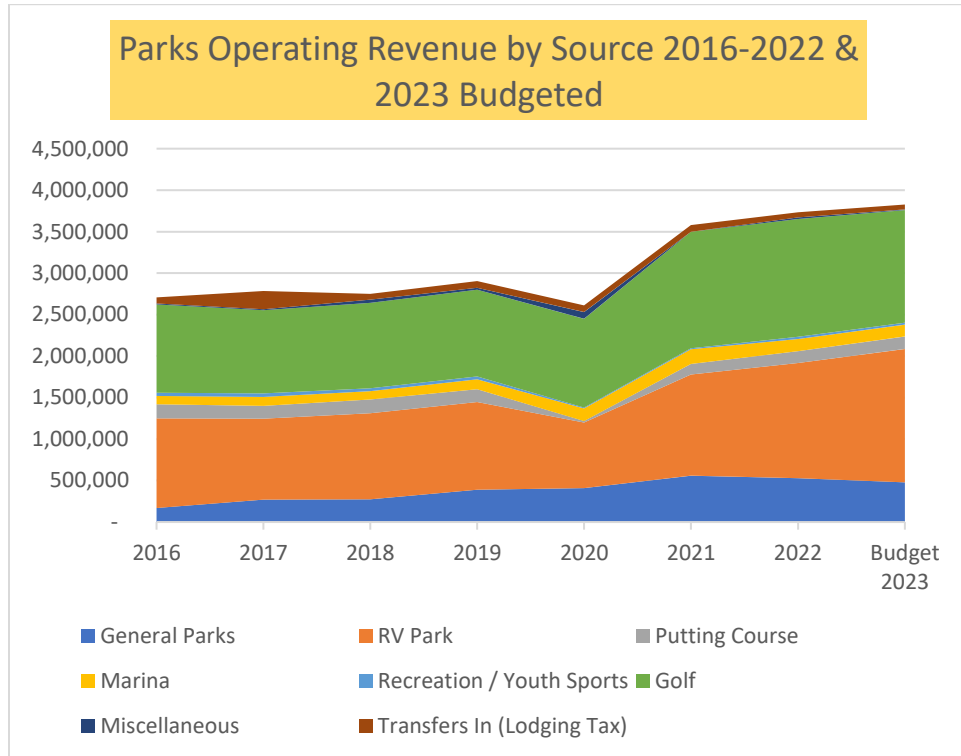
Recent operating results have served to rebuild the operating fund reserve balance to the level defined by fiscal policy. Net Income history is as follows:



These figures are inclusive of maintenance and operations transfers in from the Tourism Promotion and Current Expense Funds. Since 2016, these have ranged from \$70,000 and \$220,000.

There are no other operating subsidies; the operation of the parks system is largely self-funded through user charges and fees.

The following two graphs provide information on the composition and total of Parks revenue since 2016:



Following this page is the “2024-2029 Proposed CIP Projects and Funding – Capital Improvements, Parks, and Street Capital Funds” cash flow statement. For each year of the CIP, the statement provides a beginning balance of cash on hand for each fund, projected income by source for each fund, and proposed projects for each fund.

For additional project information, please refer to the project request pages organized by the departments.

2024-2029 Proposed CIP Projects & Funding - Capital Improvements, Parks, and Street Capital Funds						
2024 Funding	Capital Improvements	Parks Capital	Parks Grants	Street Capital	Streets Grant / Donation	
Projected Unobligated Cash Balance 12/31/2023 - Unrestricted	109,954			403,901		
Projected Unobligated Balance 12/31/2023 - Restricted REET	1,028,698					
REET Funds Receipts Net Debt Service	397,378					
Reserve Fund Balances (Capital Arts)	36,972					
Reserve Fund Balances (Technology & Facilities)	252,615					
Reserve Fund Balances (Shoreline Access Reserves & Park Infrastructure)		395,000				
2024 Transfer In from Current Expense Fund	50,000	173,702		450,000		
2024 Transfer In from Technology Reserve		8,700				
2024 Transfer In from Parks and Recreation Fund		103,653				
2024 Parks RCO Grant			800,000			
2024 Transfer In from Street Fund				139,549		
2024 - Apple Blossom Developer Contribution					725,000	
2024 - State Transportation Grants					1,628,203	
2024 Lodging Tax - Annual Capital Appropriation		405,645				
Available Local Funds 2024	1,875,617	1,086,700	800,000	993,450	2,353,203	
2024 Projects						
Administration	Public Art Contribution (Established 2016)	(6,900)				
Administration	Use of Public Art Reserves	(12,500)				
Administration/Legislative	iPads for Council	(6,000)				
Finance	Technology Upgrade / Replacement (Established in 2020)	(40,000)				
Finance	Technology Reserves Used (Parks Computers)	(8,700)				
Finance	ClearGov (Budgeting Software)	(35,945)				
Finance	Vision Payroll Portal	(10,280)				
Facilities	Facilities Reserve (Established in 2020)	(35,000)				
Facilities	Use of Facilities Reserve -City Hall Door Security	(18,025)				
Administration / Parks	Shoreline Access/Pocket Parks Development Reserves		(150,000)			
Parks	Golf Maintenance Equip. Replacement		(94,000)			
Parks	Computer Replacement		(8,700)			
Parks	Recreation Software		(10,000)			
Parks	Parks Vehicle Replacement		(76,000)			
Parks	Golf Irrigation Line Replacement No See Um		(168,000)			
Parks	Lakeside Park Improvements		(700,000)	(700,000)		
Public Works	Apple Blossom Pedestrian Access				(1,300,000)	
Public Works	Farnham/Webster Intersection Pedestrian Improvements			(51,500)	(150,000)	
Public Works	Bradley St. Pedestrian			(51,500)	(150,000)	
Public Works	Sanders St. Pedestrian Improvements			(11,477)	(70,503)	
Public Works	Lakeside Trail			(75,050)	(300,200)	
Public Works	Complete Streets Project				(150,000)	
Public Works	Downtown Revitalization Project			(117,500)	(232,500)	
Public Works	Annual Sidewalk Rehabilitation			(60,000)		
Public Works	Stormwater Plan			(125,000)		
Total 2024 Projects		(173,350)	(1,206,700)	(700,000)	(492,027)	(2,353,203)

2024-2029 Proposed CIP Projects & Funding - Capital Improvements, Parks, and Street Capital Funds						
		Capital	Parks	Parks	Street	Streets Grant /
2025 Funding		Improvements	Capital	Grants	Capital	Donation
Projected Unobligated Cash Balance 12/31/2024		1,702,267			501,423	
Projected Unobligated Balance 12/31/2024 - Restricted REET		631,458				
REET Funds Receipts Net Debt Service		397,240				
Reserve Fund Balances (Capital Arts)		31,372				
Reserve Fund Balances (Technology & Facilities)		309,590				
Reserve Fund Balances (Shoreline Access Reserves & Park Infrastructure)			545,000			
2025 Transfer In from Current Expense Fund		100,000	100,000		201,166	
2025 Transfer In from Parks and Recreation Fund			103,653			
2025 Transfer In from Street Fund					139,549	
2025 - Transfer In from Capital In Fund- REET			1,000,000			
2025 Grant Funding/Capital Campaign (Skateboard Park)				4,050,000		
2025 GO Bond Issue Funded through 2% Lodging Tax- Golf Course			1,000,000			
2025 Use of 2% Lodging Tax- Golf Course Irrigation			1,383,000			
2025 Carryover of 2022 City Match Appropriation						200,000
2025 State Transportation Grants						4,986,325
2025 Lodging Tax - Annual Capital Appropriation			50,000			
	Available Local Funds 2025	3,171,927	4,181,653	4,050,000	842,138	5,186,325
2025 Projects						
Administration	Public Art Contribution	(6,900)				
Finance	Technology Upgrade / Replacement	(25,000)				
Facilities	Facilities Maintenance Reserve	(35,000)				
Facilities	Use of Facilities Reserves- City Hall Renovation	(110,000)				
Finance	Tfr Out- State Park Local Share REET	(1,000,000)				
Administration / Parks	Shoreline Access/Pocket Parks Development Reserves		(150,000)			
Administration / Parks	Use of Shoreline Access Development Reserves		(30,000)			
Parks	Golf Maintenance Equip. Replacement		(50,000)			
Parks	Parks Maintenance Equip. Replacement		(30,000)			
Parks	Vehicle Replacement		(75,000)			
Parks	Skateboard Park Construction		(950,000)	(4,050,000)		
Parks	Irrigation System Replacement		(2,883,000)			
Parks	Recreation Software		(10,000)			
Public Works	Sanders St. Pedestrian Improvements				(103,295)	(634,525)
Public Works	Lakeside Trail				(675,450)	(2,701,800)
Public Works	2025 Downtown Preservation & Complete Streets Project					(850,000)
Public Works	Annual Sidewalk Rehabilitation				(60,000)	
Public Works	Stormwater Plan				(125,000)	
Public Works	Northshore Trail					(1,000,000)
	Total 2025 Projects	(1,176,900)	(4,178,000)	(4,050,000)	(963,745)	(4,186,325)

2024-2029 Proposed CIP Projects & Funding - Capital Improvements, Parks, and Street Capital Funds						
		Capital	Parks		Street	Streets Grant /
2026 Funding		Improvements	Capital		Capital	Donation
Projected Unobligated Cash Balance 12/31/2025		995,027	3,653		(121,607)	
Projected Unobligated Balance 12/31/2025 - Restricted REET		235,675				
REET Funds Receipts Net Debt Service		395,783				
Reserve Fund Balances (Capital Arts)		38,272				
Reserve Fund Balances (Technology & Facilities)		259,590				
Reserve Fund Balances (Shoreline Access Reserves & Park Infrastructure)			665,000			
2026 Transfer In from Current Expense Fund		100,000	100,000		201,166	
2026 Transfer In from Parks and Recreation Fund			103,653			
2026 Transfer In from Street Fund					139,549	
2026 State Transportation Grants						11,241,000
2026 Lodging Tax - Annual Capital Appropriation			50,000			
	Available Local Funds 2026	2,024,347	922,306	-	219,108	11,241,000
2026 Projects						
Administration	Public Art Contribution	(6,900)				
Finance	Technology Upgrade / Replacement	(40,000)				
Finance	Tfr Out to Park Fund- REET	(500,000)				
Facilities	Facilities Maintenance Reserve	(35,000)				
Administration / Parks	Shoreline Access Development		(150,000)			
Administration / Parks	Use of Shoreline Access Reserve		(372,000)			
Parks	Golf Maintenance Equip. Replacement		(50,000)			
Parks	Parks Maintenance Equip. Replacement		(30,000)			
Parks	Vehicle Replacement		(75,000)			
Public Works	Downtown Revitalization Project				(100,000)	(2,000,000)
Public Works	Northshore Trail					(8,600,000)
Public Works	Northshore Bypass Study				(24,750)	(200,250)
Public Works	Columbia St. Improvements				(4,250)	(20,750)
Public Works	Woodin Avenue Traffic Calming				(75,000)	(425,000)
Public Works	Annual Sidewalk Rehabilitation				(60,000)	
Public Works	Annual Pavement Preservation				(150,000)	
	Total 2026 Projects	(581,900)	(677,000)	-	(414,000)	(11,246,000)

2024-2029 Proposed CIP Projects & Funding - Capital Improvements, Parks, and Street Capital Funds						
		Capital	Parks		Street	Streets Grant /
2027 Funding		Improvements	Capital		Capital	Donation
Projected Unobligated Cash Balance 12/31/2026		1,086,973	245,306		(194,892)	
Projected Unobligated Balance 12/31/2026 - Restricted REET		355,473				
REET Funds Receipts Net Debt Service		380,201				
Reserve Fund Balances (Capital Arts)		45,172				
Reserve Fund Balances (Technology & Facilities)		334,590				
Reserve Fund Balances (Shoreline Access Reserves & Park Infrastructure)			443,000			
2027 Transfer In from Current Expense Fund		100,000	100,000		201,166	
2027 Transfer In from Parks and Recreation Fund			103,653			
2027 Transfer In from Street Fund					139,549	
2027 State Transportation Grants						554,000
2027 Lodging Tax - Annual Capital Appropriation			50,000			
	Available Local Funds 2027	2,302,410	941,959	-	145,823	554,000
2027 Projects						
Administration	Public Art Contribution	(6,900)				
Finance	Technology Upgrade / Replacement	(30,000)				
Finance	Facilities Maintenance Reserve	(35,000)				
Administration / Parks	Shoreline Access Development		(150,000)			
Administration / Parks	Use of Shoreline Access Reserves		(40,000)			
Parks	Golf Maintenance Equip. Replacement		(50,000)			
Parks	Parks Maintenance Equip. Replacement		(30,000)			
Public Works	Columbia St. Improvements					(275,000)
Public Works	Woodin and Sanders Roundabout				(21,000)	(279,000)
Public Works	Annual Sidewalk Rehabilitation				(60,000)	
Public Works	Annual Pavement Preservation				(150,000)	
	Total 2027 Projects	(71,900)	(270,000)	-	(231,000)	(554,000)
2024-2029 Proposed CIP Projects & Funding - Capital Improvements, Parks, and Street Capital Funds						
		Capital	Parks		Street	Streets Grant /
2028 Funding		Improvements	Capital		Capital	Donation
Projected Unobligated Cash Balance 12/31/2027		1,494,835	671,959		(85,177)	
Projected Unobligated Balance 12/31/2027 - Restricted REET		735,675				
REET Funds Receipts Net Debt Service		368,494				
Reserve Fund Balances (Capital Arts)		52,072				
Reserve Fund Balances (Technology & Facilities)		399,590				
Reserve Fund Balances (Shoreline Access Reserves & Park Infrastructure)			553,000			
2028 Transfer In from Current Expense Fund		100,000	100,000		201,166	
2028 Transfer In from Parks and Recreation Fund			103,653			
2028 Transfer In from Street Fund					139,549	
2028 State Transportation Grants						2,976,000
2028 Lodging Tax - Annual Capital Appropriation			50,000			
	Available Local Funds 2028	3,150,666	1,478,612	-	255,538	2,976,000
2028 Projects						
Administration	Public Art Contribution	(6,900)				
Administration / Parks	Shoreline Access Development		(150,000)			
Administration / Parks	Shoreline Pocket Parks Implementation		(40,000)			
Finance	Technology Reserve	(40,000)				
Facilities	Facilities Maintenance Reserve	(35,000)				
Public Works	Woodin and Sanders Roundabout				(224,000)	(2,976,000)
Public Works	Sidewalk Repair				(60,000)	
Public Works	Road Preservation & Small Projects				(150,000)	
	Total 2028 Projects	(81,900)	(190,000)	-	(434,000)	(2,976,000)

2024-2029 Proposed CIP Projects & Funding - Capital Improvements, Parks, and Street Capital Funds						
	Capital	Parks		Street	Streets Grant /	
2029 Funding	<u>Improvements</u>	<u>Capital</u>		<u>Capital</u>	<u>Donation</u>	
Projected Unobligated Cash Balance 12/31/2028	1,964,597	1,288,612		(178,462)		
Projected Unobligated Balance 12/31/2028 - Restricted REET	1,104,169					
REET Funds Receipts Net Debt Service	368,494					
Reserve Fund Balances (Capital Arts)	58,972					
Reserve Fund Balances (Technology & Facilities)	474,590					
Reserve Fund Balances (Shoreline Access Reserves & Park Infrastructure)						
2029 Transfer In from Current Expense Fund	100,000	100,000		201,166		
2029 Transfer In from Parks and Recreation Fund		103,653				
2029 Transfer In from Street Fund				139,549		
2029 State Transportation Grants						
2029 Lodging Tax - Annual Capital Appropriation		50,000				
	Available Local Funds 2029	4,070,822	1,542,265	-	162,253	-
2029 Projects						
Administration	Public Art Contribution	(6,900)				
Finance	Technology Reserve	(40,000)				
Facilities	Facilities Maintenance Reserve	(35,000)				
Public Works	Sidewalk Repair			(60,000)		
Public Works	Road Preservation & Small Projects			(150,000)		
	Total 2029 Projects	(81,900)	-	(210,000)		-
Projected Unobligated Cash Balance 12/31/2029	3,988,922	1,542,265	-	(47,747)		

PART 3 – RESTRICTED REVENUES - REET AND LODGING TAX

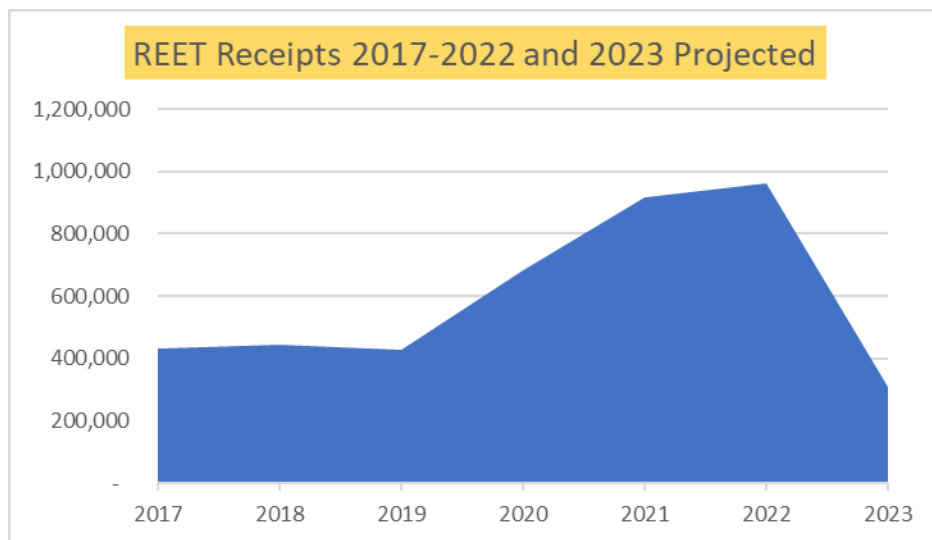
Real Estate Excise Tax (REET Funds) are two .25% taxes on real estate transactions. These funds are accounted for in the Capital Improvements Fund. REET funds are restricted by state law to be used for capital improvements included in the City’s capital program with certain restrictions.

Project beginning balance in REET funds is \$1,125,458. These funds are committed to the following debt service obligations:

<u>Year</u>	<u>Debt Svc</u>
2023	499,382
2024	397,378
2025-2029	465,185

The debt covered by the REET funds includes Library Building Acquisition, The Woodin Avenue Bridge and Gateway Improvements, RV Park Bathrooms Improvements, Spader Bay Acquisition and RV Parks Electrical and Irrigation Improvements.

The following table provides information on REET receipts from 2015-2022, and projected 2023:



2020 and 2022 REET receipts were record setters. We were experiencing a real estate boom, and it is reflected in the above chart. The latest information provided by local real estate professionals indicates that the market definitely has shifted. The boom days of Covid are over.

For planning purposes, we reduced the projected REET receipts to \$400k for 2024, \$450k for 2025, and \$550k for 2026-2029 of the proposed CIP. We are in uncharted water, and this approach maintains a realistic if perhaps conservative approach to the future real estate market.

A “reserve for debt service” of \$600k is reflected in the 2023 Beginning Balance. The reserve will provide funding to cover debt service should REET receipts collapse precipitously for a few years with the new debt, total payments during the life of the CIP.

As the above REET projections indicate, CIP projections reflect that funds will cover all debt service payments and generate sufficient funding to pay \$1.5m towards the proposed skatepark. It is a bit risky to project how REET receipts will look with the current market.

Should average receipts continue to be lower than the average per year reflected, two scenarios were developed, as follows:

- a. Should receipts for 2024-2029 drop to an average of \$200K per year, and utilizing the reserve., debt service would be covered for the years 2024-2029. The skateboard project could not be funded with REET funds.
- b. Should receipts for 2024-2029 drop to an average of \$580K per year, and utilizing the reserve, all debt service would be covered for the years 2024-2029, and sufficient funds would be generated to fund the skateboard park project.

Annual REET receipts have ranged from \$352K to \$961K between 2015 and 2022. For the four five-year periods ending in 2020, 2021, 2022 and 2023 (projected), average receipts have been \$680K, \$918k, \$961k, and \$310k.

Lodging Tax – 2%

Per the Municipal Research Service Corporation (MRSC) notes that “Any city or town has the authority to levy lodging taxes, also known as “hotel/motel taxes,” on all charges for furnishing lodging at hotels, motels, and short-term rentals (STR), including such activities as Airbnb, bed and breakfasts (B&Bs), RV parks, and other housing and lodging accommodations for periods of time less than 30 days. The tax is collected as a sales tax and paid by the customer at the time of the transaction. These taxes may be imposed by the legislative body and do not require voter approval.”

The MRSC further notes that “All lodging tax revenues must be used for tourism promotion, acquisition of tourism-related facilities, or operation of tourism-related facilities (RCW 67.28.1815 and RCW 67.28.1816), including:

- Tourism marketing;
- Marketing and operations of special events and festivals designed to attract tourists;
- Operations and capital expenditures of tourism-related facilities owned or operated by a municipality or a public facilities district; or
- Operations of tourism-related facilities owned or operated by nonprofit organizations (but not capital expenditures). “

The guiding principle is that facilities acquired or maintained through these funds must be used by tourists.

In Chelan, there are two portions of the Lodging Tax, the 2% and the 3%. Historically In Chelan, the 3% portion has been earmarked for tourism promotion and managed through the Chamber of Commerce, and the 2% portion has been used for a variety of tourism related expenditures, including debt service on various capital improvements.

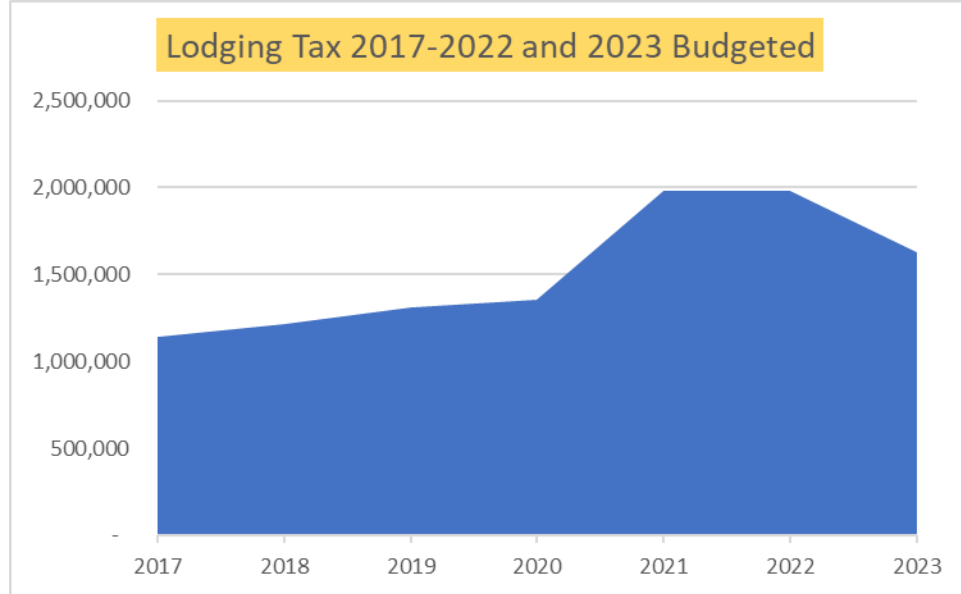
For the purpose of this CIP discussion, we will be referring to the use of the 2% portion of the tax.

2% Lodging Tax receipts averaged \$489K per year from 2016 through 2020, and \$630,762 from 2018 through 2022. Using \$489K as an annual average for receipts, based on a conservative assumption that 2022 (\$808,519) will prove to be a covid driven outlier.

The following schedule of cash flows assumes the issue of a \$1m bond in 2025, for 15 years with an interest rate of 5%. Debt service would be funded with 2% lodging tax:

Projected 2% Lodging Tax Funds Cash Flows - 2024-2029 Proposed CIP							
	Balance as of 1/1/2023				1,668,065		
	<u>Debt Service</u>						
			RV Park	Golf Course	Operating and	Projected	Proj Balance
<u>Year</u>	<u>Shoreline</u>	<u>Marina</u>	<u>Bathrooms</u>	<u>Irrigation</u>	<u>Capital Outlays</u>	<u>Income</u>	<u>at Year End</u>
2023	40,349	97,393	50,675		713,000	490,000	1,256,648
2024	40,381	97,471			135,000	490,000	1,473,796
2025	40,395	97,503			1,513,000	490,000	312,898
2026	38,347	92,562		96,342	130,000	490,000	445,647
2027	16,451	39,710		96,342	130,000	490,000	653,143
2028	16,451	39,710		96,342	130,000	490,000	860,640
2029	16,451	39,710		96,342	130,000	490,000	1,068,137

The following graph presents 2% receipts over the last several years:



Outstanding debt paid for with 2% Lodging Tax until paid off.

In 2025, the irrigation system would be replaced. The CIP anticipates a total cost of \$2,883,000. \$1,383,000 would be funded with 2% lodging tax cash on hand, and a proposed bond issue in the amount of \$1m. Estimated debt service for 15 years at 5% interest would be about \$96,342 per year.

2% tax also funds \$80,000 annually in operating costs at the RV Park and Golf Course. Golf course maintenance equipment replacement is also funded annually, typically in the range of \$50-\$55,000.

Below is MRSC guidance for using 2% tax funds to pay for golf course improvements:

“Practice Tip: The guiding principle is that these facilities should be used by tourists. So, for example, a municipal golf course would likely be a permitted lodging tax expenditure in Chelan, while it probably would not be if it were in a residential neighborhood in Spokane. Each situation is unique and requires careful assessment.”

PART 4 - STRATEGIC INITIATIVES / RESERVES

Four strategic planning initiatives introduced in prior CIP's are continued in the proposed CIP. The reserves are expected to be funded on a routine basis, with funding derived from net income from operations as previously discussed. It is anticipated that reserve funding will fund smaller projects as well as be used as a funding component for larger projects financed through a mix of funding sources (including REET funds, grants, contributions, debt proceeds, or other funding sources).

Technology Reserve - to finance all or part of the cost of replacement and purchase of technology equipment and software used in the general business operations of City departments (excluding utilities, which have a reliable funding stream), and boards and commissions through the establishment of a sustainable and ongoing funding source for planned or unexpected events which would otherwise cause fluctuations in operating or capital budgets. Potential uses might include periodic replacement of end user computers, network equipment and software, technology implementation to automate / streamline business practices and customer service delivery (examples might include online building permit processes, electronic banking and financial activity, GIS implementation), and communications improvements such as website enhancements and phone systems.

During 2020, a technology plan was developed to guide the use of Technology Reserve funding. The plan anticipates the replacement of PC's, laptops, and peripherals on a rotating 5-year cycle, or as needed. Servers and network equipment will be on a similar schedule, as well as dealing with unanticipated emergencies. The program will be refined and expanded to cover other areas of technological improvements over time.

2023 Requested projects are:

1. Building and Planning – Acquisition of Business Licensing Module to manage short term rentals - \$19,000.
2. General – New telephones and other equipment for replacement VOIP phone system - \$11,000
3. PC Replacement – Ongoing organization wide - \$10,000

2024 expenditures potential server, firewall and associated network equipment replacement if necessary.

Shoreline Access (Road End Pocket Parks) Reserve - to finance all or part of the cost to identify and develop pocket parks utilizing existing rights of way to provide access to the Lake Chelan shoreline. Potential costs might include surveying, legal costs, design costs, signage, clean up, landscaping, beach enhancements, picnic tables, benches and bike racks. A further potential use of these funds might be to fund preliminary research costs associated with property purchases providing access to the Lake Chelan shoreline, which would be funded through alternative financing strategies.

Brennan and Associates completed a planning review during 2020 to develop concepts and cost estimates for the development of the road end lake access pocket parks for consideration by the City Council. The plan has been reviewed by Council, and projects are under consideration for prioritization. It is anticipated that a specific project(s) will be brought to the Council for authorization, utilizing funds in the Shoreline Access Reserve as funding becomes available. These projects will be detailed in future CIP's.

In 2024, \$370,000 will be available for project implementation when a priority project(s) is selected.

Parks Infrastructure Reserve – to finance all or part of the cost of refurbishing, replacing or adding to Parks infrastructure utilized in providing services to the public through the establishment of a sustainable and ongoing funding source for planned or unexpected events which would otherwise cause fluctuations in capital or operating budgets. Such assets may include picnic shelters, sports facilities, playgrounds, docks, boat launches, and beaches.

Although it seemed like a great idea, more thought and coordination are needed to make this sustainable.

Facilities Reserve – to finance all or in part the costs of future capital repairs and maintenance to general City facilities (including City Hall and the Library or other facilities approved by City Council) such as replacement or major repairs to HVAC systems, plumbing systems, roofs, windows, lighting, or other systems as approved by City Council. As with all the reserves, individual projects funded through the reserves will need to be approved by the City Council through the annual budget process, or in the case of emergency or unforeseen circumstances, by way of a separate authorization.

2024 project requests, carried over from 2023:

1. Vision Room heating and cooling improvements - \$5,000
2. City Hall carpet / flooring replacement (TBD) - \$90,000

ADMIN

PROJECT TITLE iPads for Council

FUND(S) Governmental Funds- Capital Improvement \$6,000

Fiscal Year(s) 2024

OVERVIEW

1. Project Background and Description

i Describe why the project is needed (what problem is being addresses) and what the project will accomplish

Council's iPads are from 2016. They are outdated and no longer supported.

2. Project Scope

i Define the project scope. Scope answers questions including what will be done, what won't be done, and what the result will look like

The scope is to provide new iPads to Council with current, improved technology.

3. Project Type

Repair	<input type="checkbox"/>
Replacement (replace with like capacity)	<input type="checkbox"/>
Upgrade (replace with increased capacity)	<input type="checkbox"/>
New (provides new community benefit)	<input type="checkbox"/>
Study (not identified with CIP acquisition/construction)	<input type="checkbox"/>

4. Community Goals and Strategic Planning

i Identify and describe how the project furthers specific goals of the Comprehensive Master Plan. Is the project need identified in an engineering study, master plan, strategic plan or other planning document? Please identify. Has the project been requested by the City Council, Mayor, or community?

This does not apply.

5. Community Benefit

i Describe the specific benefits to the community (economic development, public health and safety, transportation, cultural and recreational) and how those benefits will impact the community.

Council will have a better technological device.

6. Organizational Benefit

i List business processes or systems which will be impacted by this project and describe how they will be affected.

Having better technological devices will improve their ability to communicate with staff and serve their constituents.

7. Project Budget and Schedule

<u>Project Element</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>2027</u>	<u>2028</u>	<u>2029</u>	<u>TOTAL</u>
Design							\$ 0
Engineering							\$ 0
Acquisition	\$ 6,000						\$ 6,000
Construction							\$ 0
TOTAL	\$ 6,000	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 6,000

8. Funding

i Describe additional funding sources (other than City revenues such as sales tax, lodging tax, property tax or fees and charges) available to fund the project. What are the specific, funding sources, granting agencies, application and approval processes, and grant match requirements? What is the probability that the City will receive those funds?

Funding will come out of the Governmental Funds- Capital Improvement.

9. Operating Budget Impact

i Describe the estimated operating budget impact of the proposed project in detail. Please discuss anticipated increases or decreases in payroll, utility, professional services, or other expenditure categories as a result of the project. Discuss potential cost avoidance. Please segregate ongoing and one-time costs / savings.

This will be a one time purchase.

10. Supporting Documentation



Attach documents or photos to help support your request.

6/30/23, 12:15 PM

Amazon.com Shopping Cart

Shopping Cart

Price



SPARIN [3-Pack] Screen Protector
Compatible with iPad Air 5 / iPad

\$10.99

In Stock

[prime](#) & FREE Returns

☐ This is a gift [Learn more](#)

Qty: 1 ▾

[Delete](#)

[Save for later](#)

[Compare with similar items](#)

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Save 10%

[Clip Coupon](#)



ProCase iPad 10th Generation Case
2022 iPad 10.9 Case, iPad Cover

\$7.88

In Stock

[prime](#) & FREE Returns

Climate Pledge Friendly

☐ This is a gift [Learn more](#)

Color: Navy

Qty: 1 ▾

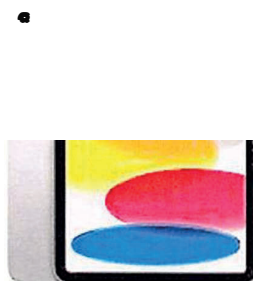
[Delete](#)

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[Compare with similar items](#)

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Exclusive Prime
price



Apple iPad (10th Generation): with
A14 Bionic chip, 10.9-inch Liquid

\$429.33

In Stock

[prime](#) & FREE Returns

Climate Pledge Friendly

☐ This is a gift [Learn more](#)

Style: WiFi

Size: 64GB

Color: Silver

Qty: 1 ▾

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Subtotal (3 items): **\$448.20**

Times 10: **\$4482.00**

FINANCE

PROJECT TITLE **ClearGov Budgeting Software**

FUND(S) \$35,945

Fiscal Year(s) 2024

OVERVIEW

1. Project Background and Description

i Describe why the project is needed (what problem is being addresses) and what the project will accomplish

Creating the annual budget book has traditionally been inefficient, time consuming, and challenging with endless spreadsheets and word documents. ClearGov Software services are built for local governments like Chelan and will modernize our budgeting process. It's a cost effective, collaborative cloud-based platform for Capital Improvement Planning, Operations and Personnel Budgeting, and will assist City staff to produce an interactive digital budget book in a fraction of the time it currently takes.

2. Project Scope

i Define the project scope. Scope answers questions including what will be done, what won't be done, and what the result will look like

Total time frame usually takes 60-90 days.

Phase 1 Discover: Define launch requirements, goals, key milestones and dates. Phase 2 Prepare: Categorizing our financial data, exporting from our accounting system and account structure. (The Discover and Prepare phases usually last two to four weeks.) Phase 3 Map & Review: Formatting, mapping the financial data, provide feedback and review how the data flows. Phase 4 Train & Configure: Staff will participate in 30 minute educational workshops for each product of our subscription. Phase 5 Promote & Educate: Customize materials and work on collaboration for the budget process. And finally, Phase 6 Wrap Up: Meet the City's assigned dedicated Client Success Manager, have a post on-boarding review call for any outstanding tasks and questions.

3. Project Type

Repair	<input type="checkbox"/>
Replacement (replace with like capacity)	<input type="checkbox"/>
Upgrade (replace with increased capacity)	<input type="checkbox"/>
New (provides new community benefit)	<input checked="" type="checkbox"/>
Study (not identified with CIP acquisition/construction)	<input type="checkbox"/>

4. Community Goals and Strategic Planning

i Identify and describe how the project furthers specific goals of the Comprehensive Master Plan. Is the project need identified in an engineering study, master plan, strategic plan or other planning document? Please identify. Has the project been requested by the City Council, Mayor, or community?

The communication with our taxpayers and citizens will deliver new levels of clarity, engagement and understanding. The on-line budget book will be polished, professionally formatted and accessible, enabling them to locate information with ease, where they can print a PDF copy of the entire book or just selected sections.

5. Community Benefit

i Describe the specific benefits to the community (economic development, public health and safety, transportation, cultural and recreational) and how those benefits will impact the community.

The communication with our taxpayers and citizens will deliver new levels of clarity, engagement and understanding. The on-line budget book will be polished, professionally formatted and accessible, enabling them to locate information with ease, where they can print a PDF copy of the entire book or just selected sections.

6. Organizational Benefit

i List business processes or systems which will be impacted by this project and describe how they will be affected.

The software will benefit all departments throughout the City. Allowing Directors and staff to build their annual budgets more efficiently and collaboratively, have an audit trail and create custom reports. Assist in more accurate forecasts on personnel budgeting, union negotiations, scenario planning, and end-of-year projections.

7. Project Budget and Schedule

Project Element	2024	2025	2026	2027	2028	2029	TOTAL
Design							\$ 0
Engineering							\$ 0
Acquisition	\$ 35,945						\$ 35,945
Construction							\$ 0
TOTAL	\$ 35,945	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 35,945

8. Funding

i Describe additional funding sources (other than City revenues such as sales tax, lodging tax, property tax or fees and charges) available to fund the project. What are the specific, funding sources, granting agencies, application and approval processes, and grant match requirements? What is the probability that the City will receive those funds?

Funded through the Capital Budget with a single investment for full activation and setup; data on-boarding and staff training, \$10,800 offered setup bundle discounts for \$3,000 for a total one time investment of \$7,800
Annual Subscription service fees will be funded through the Operating budget; \$28,145.00 which includes a bundle discount of \$15,155. Total cost for this project and the annual investment is \$35,165 and will be allocated to all departments.

9. Operating Budget Impact

i Describe the estimated operating budget impact of the proposed project in detail. Please discuss anticipated increases or decreases in payroll, utility, professional services, or other expenditure categories as a result of the project. Discuss potential cost avoidance. Please segregate ongoing and one-time costs / savings.

The proposed improvement will reduce labor, and materials associated with creating, designing and producing the City Budget and corresponding documents.

10. Supporting Documentation



Attach documents or photos to help support your request.



Software Proposal

Setup Service Fees (One time investment)

Setup Fee: Includes - Full activation and setup; Data onboarding; Client training	\$10,800.00
Setup Bundle Discount:	(\$3,000.00)
Setup Discount: If signed by 9/30/2023	(\$780.00)
Total Setup Service Fees	\$7,020.00

Annual Subscription Service Fees (Annual investment)

ClearGov Operational Budgeting	\$13,300.00
ClearGov Personnel Budgeting	\$12,100.00
ClearGov Capital Budgeting	\$9,800.00
ClearGov Digital Budget Book	\$8,100.00
ClearGov ClearPlans	\$-
ClearGov Transparency	\$-
Bundle Discount	(\$15,155.00)
Total Annual Subscription Service Fees	\$28,145.00

PROJECT TITLE Vision Payroll Portal

FUND(S) Capital Projects

Fiscal Year(s) 2024

OVERVIEW

1. Project Background and Description

i Describe why the project is needed (what problem is being addresses) and what the project will accomplish

Currently we use paper time sheets. These time sheets are completed by the employee, routed through approval process and then delivered to Finance. Finance hand keys the information into our payroll system. There is a chance of typo's and time sheets being misplaced.

This module will increase performance, efficiency and/or ease use of our Vision Payroll Software. This Software will allow employees to enter time directly into our Payroll System. A workflow process pushes the information to their supervisor for review/approval, then the director of the department and then the information is fed to Finance for processing.

2. Project Scope

i Define the project scope. Scope answers questions including what will be done, what won't be done, and what the result will look like

The scope is to provide finance staff with current, improved technology to preform their job in the most efficient manner.

3. Project Type

Repair	<input type="checkbox"/>
Replacement (replace with like capacity)	<input type="checkbox"/>
Upgrade (replace with increased capacity)	<input checked="" type="checkbox"/>
New (provides new community benefit)	<input type="checkbox"/>
Study (not identified with CIP acquisition/construction)	<input type="checkbox"/>

4. Community Goals and Strategic Planning

i Identify and describe how the project furthers specific goals of the Comprehensive Master Plan. Is the project need identified in an engineering study, master plan, strategic plan or other planning document? Please identify. Has the project been requested by the City Council, Mayor, or community?

NA

5. Community Benefit

i Describe the specific benefits to the community (economic development, public health and safety, transportation, cultural and recreational) and how those benefits will impact the community.

None.

6. Organizational Benefit

i List business processes or systems which will be impacted by this project and describe how they will be affected.

Having enhanced technology will improve our ability to perform our job in the most efficient manner. Employees will have the ability to review their own accrual balances, payroll history and W-2's. Employee's can also sign up for electronic pay stubs, therefore reducing paper, ink and time for the organization.

7. Project Budget and Schedule

<u>Project Element</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>2027</u>	<u>2028</u>	<u>2029</u>	<u>TOTAL</u>
Design							\$ 0
Engineering							\$ 0
Acquisition	\$ 10,280						\$ 10,280
Construction							\$ 0
TOTAL	\$ 10,280	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 10,280

8. Funding

i Describe additional funding sources (other than City revenues such as sales tax, lodging tax, property tax or fees and charges) available to fund the project. What are the specific, funding sources, granting agencies, application and approval processes, and grant match requirements? What is the probability that the City will receive those funds?

Capital Projects, technology reserves fund.

9. Operating Budget Impact

i Describe the estimated operating budget impact of the proposed project in detail. Please discuss anticipated increases or decreases in payroll, utility, professional services, or other expenditure categories as a result of the project. Discuss potential cost avoidance. Please segregate ongoing and one-time costs / savings.

This is a one time capital expense. Ongoing subscription will be written into finance operating fund.

10. Supporting Documentation



Attach documents or photos to help support your request.



vision
A Tripleview Company

Vision Municipal Solutions, LLC

PO Box 28429

Spokane, WA 99228

Phone (509) 315-8845

Website: www.visionms.net Email: sales@visionms.net

Vision Software and Professional Services for:

City of Chelan

The following shall serve as a pricing quote and remain valid for 30 days after the original presentation, after which, pricing is subject to change. Pricing is contingent on the execution of a 3-year partnership agreement by and between Vision Municipal Solutions and the City of Chelan.

Software Applications and Software Assurance

Included modules	Software Maintenance Cost
Payroll Portal SaaS (11+ users)	Included
Migration of all Vision Products to Vision Cloud	Included

SaaS Pricing

Application/Products	Quote
Monthly cost (paid annually)	\$690
Training & Implementation	\$2,000
Project Management	\$0

Due at signing	
*Annual subscription	\$8,280
**Professional Services	\$2,000
	\$10,280

*Amount due at signing shall be prorated for the remaining 2023 calendar year.

**One Time Charges

FACILITIES

PROJECT TITLE City Hall Door Security
(Front Interior/Exterior Door Access)
FUND(S) Capital Improvements \$18,025
Fiscal Year(s) 2024

OVERVIEW

1. Project Background and Description

i Describe why the project is needed (what problem is being addresses) and what the project will accomplish

City Hall's back door access pad failed, repairing was not feasible as parts were discontinued. Staff reviewed other options and it was determined that using the same provider the Public Works department used on their new building would be the best option. The back door, and interior doors to Community Development and main door to Finance/Admin were upgraded to access via a key code, fob or mobile app. The front exterior doors have had multiple lock and handle repairs and City staff would like to upgrade the front exterior double doors and interior hall doors to Administration and Community Development to the new access system. This will ensure secure closure for after hours meetings, have remote capabilities and programing for guest passes, up to 500 mobile credentials, and a lifetime warranty on the hardware.

2. Project Scope

i Define the project scope. Scope answers questions including what will be done, what won't be done, and what the result will look like

The vendor Interwest Communications will add two (2) additional card readers w/keypads to both front exterior and interior hall doors for a total of four (4).
Exterior and hall doors will be programed to unlock and lock for opening and closing times, ensure limited and time controlled access for guests, and deactivate access codes, fobs, etc. with personnel changes.

3. Project Type

Repair	<input type="checkbox"/>
Replacement (replace with like capacity)	<input type="checkbox"/>
Upgrade (replace with increased capacity)	<input checked="" type="checkbox"/>
New (provides new community benefit)	<input type="checkbox"/>
Study (not identified with CIP acquisition/construction)	<input type="checkbox"/>

4. Community Goals and Strategic Planning

i Identify and describe how the project furthers specific goals of the Comprehensive Master Plan. Is the project need identified in an engineering study, master plan, strategic plan or other planning document? Please identify. Has the project been requested by the City Council, Mayor, or community?

5. Community Benefit

i Describe the specific benefits to the community (economic development, public health and safety, transportation, cultural and recreational) and how those benefits will impact the community.

Numerous meetings are held at City Hall's Council Chambers. Providing electronic access will ensure doors are closed after meetings adjourn or that doors are open for early morning meetings.

6. Organizational Benefit

i List business processes or systems which will be impacted by this project and describe how they will be affected.

Numerous meetings are held at City Hall's Council Chambers. Providing electronic access will relieve staff from ensuring doors are closed after meetings adjourn, doors are open for early meetings and addressing issues from lost or misplaced keys.

7. Project Budget and Schedule

<u>Project Element</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>2027</u>	<u>2028</u>	<u>2029</u>	<u>TOTAL</u>
Design							\$ 0
Engineering							\$ 0
Acquisition							\$ 0
Construction	\$ 18,025						\$ 18,025
TOTAL	\$ 18,025	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 18,025

8. Funding

i Describe additional funding sources (other than City revenues such as sales tax, lodging tax, property tax or fees and charges) available to fund the project. What are the specific, funding sources, granting agencies, application and approval processes, and grant match requirements? What is the probability that the City will receive those funds?

Current Expense CIP funding. \$18,025 Funded for remaining interior and exterior doors.

9. Operating Budget Impact

i Describe the estimated operating budget impact of the proposed project in detail. Please discuss anticipated increases or decreases in payroll, utility, professional services, or other expenditure categories as a result of the project. Discuss potential cost avoidance. Please segregate ongoing and one-time costs / savings.

NA

10. Supporting Documentation

i Attach documents or photos to help support your request.

Interwest Communications Quote Access Control

PROJECT PRICING

Project Parts and Labor	Subtotal
Access Control Installation	\$16,643
Subtotal	\$16,643
Tax (8.3%)	+\$1,381.37
Total	\$18,024.37

PARKS

PROJECT TITLE Computer Replacement

FUND(S) Parks Capital

Fiscal Year(s) 2024

OVERVIEW

1. Project Background and Description

i Describe why the project is needed (what problem is being addresses) and what the project will accomplish

Vision identified several computers in the Parks department that are due for replacements.

2 new machines for Golf Pro Shop which we did not include in the budget (1,800 each should be adequate)

2 new machines for Parks General Office/ RV Park (one of which would need to be able to run ArcGIS and Photoshop)

2 Ipad Pro 12.9" 5G for the RV Park

2. Project Scope

i Define the project scope. Scope answers questions including what will be done, what won't be done, and what the result will look like

The scope is to provide parks staff with current, improved technology to preform their job is the most efficient manner.

3. Project Type

Repair	<input type="checkbox"/>
Replacement (replace with like capacity)	<input type="checkbox"/>
Upgrade (replace with increased capacity)	<input checked="" type="checkbox"/>
New (provides new community benefit)	<input type="checkbox"/>
Study (not identified with CIP acquisition/construction)	<input type="checkbox"/>

4. Community Goals and Strategic Planning

i Identify and describe how the project furthers specific goals of the Comprehensive Master Plan. Is the project need identified in an engineering study, master plan, strategic plan or other planning document? Please identify. Has the project been requested by the City Council, Mayor, or community?

The ability to provide customer service using current, improved technology.

5. Community Benefit

i Describe the specific benefits to the community (economic development, public health and safety, transportation, cultural and recreational) and how those benefits will impact the community.

The ability to provide customer service using current, improved technology.

6. Organizational Benefit

i List business processes or systems which will be impacted by this project and describe how they will be affected.

Having better technological devices will improve their ability to communicate with staff and serve their customers

7. Project Budget and Schedule

<u>Project Element</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>2027</u>	<u>2028</u>	<u>2029</u>	<u>TOTAL</u>
Design							\$ 0
Engineering							\$ 0
Acquisition	\$ 8,700						\$ 8,700
Construction							\$ 0
TOTAL	\$ 8,700	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 8,700

8. Funding

i Describe additional funding sources (other than City revenues such as sales tax, lodging tax, property tax or fees and charges) available to fund the project. What are the specific, funding sources, granting agencies, application and approval processes, and grant match requirements? What is the probability that the City will receive those funds?

Capitals funds using technology reserves.

9. Operating Budget Impact

i Describe the estimated operating budget impact of the proposed project in detail. Please discuss anticipated increases or decreases in payroll, utility, professional services, or other expenditure categories as a result of the project. Discuss potential cost avoidance. Please segregate ongoing and one-time costs / savings.

This will be a one time purchase.

PROJECT TITLE Golf Irrigation Line Replacement No-See-Um Rd

FUND(S) 2023 Golf Irrigation Capital Project Funds \$168,000

Fiscal Year(s) 2024

OVERVIEW

1. Project Background and Description

i Describe why the project is needed (what problem is being addresses) and what the project will accomplish

This project is an opportunity presented by the Public Works Department. Road widening and associated utility work will be occurring in 2024 on No See Um road to accommodate future development. The existing welded steel irrigation water line to the Golf Course ponds is past its service life and should be replaced. This project would leverage efficiencies of the other roadwork being done at the same time which would reduce the cost of line replacement.

Public Works will provide construction administration services and project oversight at their cost. They will already be overseeing the other construction work occurring simultaneously along that corridor.

2. Project Scope

i Define the project scope. Scope answers questions including what will be done, what won't be done, and what the result will look like

This would replace the irrigation line from the lake to the golf course ponds.

3. Project Type

Repair	<input type="checkbox"/>
Replacement (replace with like capacity)	<input checked="" type="checkbox"/>
Upgrade (replace with increased capacity)	<input type="checkbox"/>
New (provides new community benefit)	<input type="checkbox"/>
Study (not identified with CIP acquisition/construction)	<input type="checkbox"/>

4. Community Goals and Strategic Planning

i Identify and describe how the project furthers specific goals of the Comprehensive Master Plan. Is the project need identified in an engineering study, master plan, strategic plan or other planning document? Please identify. Has the project been requested by the City Council, Mayor, or community?

This is an infrastructure project that the Public Works Department strongly recommended coinciding with the other roadway work. This project fits in with the City's decision to design and upgrade the Golf Course irrigation system, this section does the same, it's just located off site.

The Lake Chelan Golf Course Irrigation Assessment Report which is driving all golf course irrigation improvements can be found here: <https://cityofchelan.civicweb.net/document/38254/Lake%20Chelan%20Golf%20Course%20Irrigation%20Study%20Update.pdf?handle=654C481B77D443DFB1FC1F1F839E761A>

5. Community Benefit

i Describe the specific benefits to the community (economic development, public health and safety, transportation, cultural and recreational) and how those benefits will impact the community.

This infrastructure project will ensure the waterline's viability, reduces leakage, and lessens dependency on potable water back up should our existing line fail.

6. Organizational Benefit

i List business processes or systems which will be impacted by this project and describe how they will be affected.

According to the Public Works Director the pipe being proposed to be replaced is on borrowed time. Doing this project now leverages efficiencies yielding lower costs than performing the work without the concomitant roadwork.

7. Project Budget and Schedule

<u>Project Element</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>2027</u>	<u>2028</u>	<u>2029</u>	<u>TOTAL</u>
Design							\$ 0
Engineering	\$ 3,000						\$ 3,000
Acquisition							\$ 0
Construction	\$ 165,000						\$ 165,000
TOTAL	\$ 168,000	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 168,000

8. Funding

i Describe additional funding sources (other than City revenues such as sales tax, lodging tax, property tax or fees and charges) available to fund the project. What are the specific, funding sources, granting agencies, application and approval processes, and grant match requirements? What is the probability that the City will receive those funds?

\$295,000 was allocated in 2023 for the golf course irrigation system design as well as the replacement of the irrigation system pumps. \$35,000 was encumbered for the system design at the Jan 10, 2023 Meeting of the City Council. This left \$260,000 allocated for the replacement of the system's pumps.

This project proposes using \$168,000 of that unencumbered \$260,000 for this project given the time sensitivity of this project and the dependency of coordinating the schedule of this work with the concurrent No SeeUm Road utility work. The pumps would be bumped to FY2025.

9. Operating Budget Impact

i Describe the estimated operating budget impact of the proposed project in detail. Please discuss anticipated increases or decreases in payroll, utility, professional services, or other expenditure categories as a result of the project. Discuss potential cost avoidance. Please segregate ongoing and one-time costs / savings.

The gains for this project are long term lifecycle savings and risk abatement to avoid a much higher cost of the pipe failing and or having to replace the pipe in the future without the efficiency of the utility corridor along the road being open and able to accommodate the pipe replacement now. Immediate operating impacts are less tangible.

The pumps being bumped back to 2025 is not optimal as their their age and inefficiencies result in higher operating expenses than a modern system, but it is a sacrifice worth making to get this time sensitive project done.

PROJECT TITLE Lakeside Park Improvements

FUND(S) Parks Capital \$1,400,000

Fiscal Year(s) 2024

OVERVIEW

1. Project Background and Description

i Describe why the project is needed (what problem is being addresses) and what the project will accomplish

Project Background: In 2019 the Parks Department applied for a very competitive grant through the Washington State Recreation and Conservation Office (RCO), for improvements at Lakeside Park. The award was announced in 2020 but the official awarding of the grant is pending in late 2023 or early 2024. The state has been interfacing with the various federal agencies associated with Land and Water Conservation Fund and the City has pursued 60% design development for the project with the understanding that the grant award is pending.

The RCO is anticipated to release the grant funds officially in early FY2024.

2. Project Scope

i Define the project scope. Scope answers questions including what will be done, what won't be done, and what the result will look like

The project envisions swim area improvements, the installation of ADA accessible trails, restroom renovations, sculptural playground elements, dock improvements, and beach enhancements.

3. Project Type

Repair	<input type="checkbox"/>
Replacement (replace with like capacity)	<input type="checkbox"/>
Upgrade (replace with increased capacity)	<input checked="" type="checkbox"/>
New (provides new community benefit)	<input type="checkbox"/>
Study (not identified with CIP acquisition/construction)	<input type="checkbox"/>

4. Community Goals and Strategic Planning

i Identify and describe how the project furthers specific goals of the Comprehensive Master Plan. Is the project need identified in an engineering study, master plan, strategic plan or other planning document? Please identify. Has the project been requested by the City Council, Mayor, or community?

This project is listed in the 2016 PROS Plan as well as the Comprehensive Land Use Plan. The project was vetted by the community several years ago with an unsuccessful grant application. This application re-imagined design solutions while retaining the major renovation items from the initial grant application.

5. Community Benefit

i Describe the specific benefits to the community (economic development, public health and safety, transportation, cultural and recreational) and how those benefits will impact the community.

This project will increase restroom capacity at Lakeside Park. It will also innervate more of the park with ADA compliant trails making more of the park accessible to all. Sculptural playground elements will provide an amenity that can be enjoyed by both children and adults.

6. Organizational Benefit

i List business processes or systems which will be impacted by this project and describe how they will be affected.

New restrooms will eliminate the need for, and cost of, the multiple portable toilets within the park to mitigate the restrooms' insufficient capacity. New playground equipment will be ADA compliant as will any new trails.

7. Project Budget and Schedule

<u>Project Element</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>2027</u>	<u>2028</u>	<u>2029</u>	<u>TOTAL</u>
Design							\$ 0
Engineering	\$ 150,000						\$ 150,000
Acquisition							\$ 0
Construction	\$ 1,250,000						\$ 1,250,000
TOTAL	\$ 1,400,000	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 1,400,000

8. Funding

i Describe additional funding sources (other than City revenues such as sales tax, lodging tax, property tax or fees and charges) available to fund the project. What are the specific, funding sources, granting agencies, application and approval processes, and grant match requirements? What is the probability that the City will receive those funds?

Existing Budget

\$700,000 budgeted by City for design, construction (\$199.301 in contingency)

\$700,000 Recreation & Conservation Office (RCO) Grant

9. Operating Budget Impact

i Describe the estimated operating budget impact of the proposed project in detail. Please discuss anticipated increases or decreases in payroll, utility, professional services, or other expenditure categories as a result of the project. Discuss potential cost avoidance. Please segregate ongoing and one-time costs / savings.

The swim area improvements should reduce maintenance on items dock repairs and replacements. Bathroom renovations would reduce plumbing expenditures and other repairs for restrooms operating beyond their lifecycle.

10. Supporting Documentation



Attach documents or photos to help support your request.

CURRENT DESIGN: RESTROOM



PROJECT TITLE Recreation Software

FUND(S) Parks Capital Fund \$10,000

Fiscal Year(s) 2025

OVERVIEW

1. Project Background and Description

i Describe why the project is needed (what problem is being addresses) and what the project will accomplish

This Recreation Management Software will allow participants to register for our recreation offerings online, will reduce staff time managing recreational programs, and will provide a steadier more streamlined registration process for participants.

2. Project Scope

i Define the project scope. Scope answers questions including what will be done, what won't be done, and what the result will look like

This recreation management software will make it easier to market and promote our recreation programs to attract a wider audience and increase participation rates. It will streamline program registration and payment processes, and more efficiently manage shelter reservations. It will provide analytics and integrate seamlessly with our City website.

3. Project Type

Repair	<input type="checkbox"/>
Replacement (replace with like capacity)	<input type="checkbox"/>
Upgrade (replace with increased capacity)	<input type="checkbox"/>
New (provides new community benefit)	<input checked="" type="checkbox"/>
Study (not identified with CIP acquisition/construction)	<input type="checkbox"/>

4. Community Goals and Strategic Planning

i Identify and describe how the project furthers specific goals of the Comprehensive Master Plan. Is the project need identified in an engineering study, master plan, strategic plan or other planning document? Please identify. Has the project been requested by the City Council, Mayor, or community?

There is a desire for the City to provide recreational programming to supplement programming offered by the school system and the private sector. This software will allow us to more efficiently manage our recreation workflow, reduce staff time, and provide a far superior end user experience.

5. Community Benefit

i Describe the specific benefits to the community (economic development, public health and safety, transportation, cultural and recreational) and how those benefits will impact the community.

This will enable our recreation participants to have a more convenient registration and payment process for our recreational programs.

6. Organizational Benefit

i List business processes or systems which will be impacted by this project and describe how they will be affected.

This will save staff time associated with in person registrations, will allow easier communications with our registrants and streamline every aspect of

7. Project Budget and Schedule

<u>Project Element</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>2027</u>	<u>2028</u>	<u>2029</u>	<u>TOTAL</u>
Design							\$ 0
Engineering							\$ 0
Acquisition		\$ 10,000					\$ 10,000
Construction							\$ 0
TOTAL	\$ 0	\$ 10,000	\$ 0	\$ 0	\$ 0	\$ 0	\$ 10,000

8. Funding

i Describe additional funding sources (other than City revenues such as sales tax, lodging tax, property tax or fees and charges) available to fund the project. What are the specific, funding sources, granting agencies, application and approval processes, and grant match requirements? What is the probability that the City will receive those funds?

9. Operating Budget Impact

i Describe the estimated operating budget impact of the proposed project in detail. Please discuss anticipated increases or decreases in payroll, utility, professional services, or other expenditure categories as a result of the project. Discuss potential cost avoidance. Please segregate ongoing and one-time costs / savings.

After the initial set up fee there are typically recurring fees which may be around \$7,000. These would be absorbed by future operating budgets as they're below the typical threshold for capital projects.

PROJECT TITLE Parks/ Golf Equipment & Vehicles

FUND(S) Parks Capital - (\$968,900)

Fiscal Year(s) 2024-2029

OVERVIEW

1. Project Background and Description

i Describe why the project is needed (what problem is being addresses) and what the project will accomplish

This project consolidates Golf Vehicles, Golf Equipment, Park Vehicles and Parks Equipment. The 2023-2027 Budget envisioned spending consistent with this combined project for 2024-2027. This equates annually to roughly 30K for parks equipment, 50K for golf equipment, and 75K for combined vehicles.

2. Project Scope

i Define the project scope. Scope answers questions including what will be done, what won't be done, and what the result will look like

For 2024 we envision investments for the Golf Course in a Ventrac Tractor with several key accessories. This Swiss army knife of tractors has quality accessories which allow it to be a mower, sod cutter, seeder, spreader, loader, power rake, cultivator, leaf blower, trencher, etc. This versatile tool saves labor for a wide range of specialized tasks encountered on the golf course daily. It will also allow for mor in-house specialized projects such as leveling tee-boxes, trenching for irrigation repairs, etc.

For vehicles in 2024 we are budgeting the replacement of a 1994 Ford Ranger, as well as a 18 year old Dog Ram with over 130,000 city miles.

3. Project Type

Repair	<input type="checkbox"/>
Replacement (replace with like capacity)	<input checked="" type="checkbox"/>
Upgrade (replace with increased capacity)	<input checked="" type="checkbox"/>
New (provides new community benefit)	<input checked="" type="checkbox"/>
Study (not identified with CIP acquisition/construction)	<input type="checkbox"/>

4. Community Goals and Strategic Planning

i Identify and describe how the project furthers specific goals of the Comprehensive Master Plan. Is the project need identified in an engineering study, master plan, strategic plan or other planning document? Please identify. Has the project been requested by the City Council, Mayor, or community?

The Parks Department Fleet and Equipment Status has a low starting point, in 2022 our median vehicle age was 17 years old. The majority (9 out of 10) vehicles were operating beyond replacement schedules recommended by the US GSA. So, we have some catching up to do to ensure that our staff are one) in safe, reliable vehicles two) have the tools that they need to get their jobs done effectively, and three) move to a fleet replacement system whereby vehicles are replaced while they still have resale value to recoup and reinvest into the fleet.

Parks equipment is in a similar state, but we've made progress in recent years replacing mowers, tractors and other workhorses that save manhours, keep our employees safe, and vastly reduce repair costs.

5. Community Benefit

i Describe the specific benefits to the community (economic development, public health and safety, transportation, cultural and recreational) and how those benefits will impact the community.

Safe, capable vehicles and equipment simply help our crews accomplish more work. This means cleaner parks, a better maintained golf course, and lower mechanics bills and replacement parts costs.

6. Organizational Benefit

i List business processes or systems which will be impacted by this project and describe how they will be affected.

Efficient fleet management procedures have proven to be fiscally prudent as replacing vehicles before they've lost the bulk of their resale value before one can expect maintenance costs to increase with age and mileage is more efficient. Labor saving machinery is only labor saving if it's not breaking down and causing issues such as hydraulic line leaks on a golf mower which will kill valuable turf.

7. Project Budget and Schedule

<u>Project Element</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>2027</u>	<u>2028</u>	<u>2029</u>	<u>TOTAL</u>
Design							\$ 0
Engineering							\$ 0
Acquisition	\$ 170,000	\$ 160,900	\$ 158,000	\$ 160,000	\$ 160,000	\$ 160,000	\$ 968,900
Construction							\$ 0
TOTAL	\$ 170,000	\$ 160,900	\$ 158,000	\$ 160,000	\$ 160,000	\$ 160,000	\$ 968,900

8. Funding

i Describe additional funding sources (other than City revenues such as sales tax, lodging tax, property tax or fees and charges) available to fund the project. What are the specific, funding sources, granting agencies, application and approval processes, and grant match requirements? What is the probability that the City will receive those funds?

The adopted 2023-2027 CIP proposed mechanisms to fund these items including Capital Expense Funds, 2% Lodging Tax Funds, and Parks operating profit exactions if necessary. CIP appropriations to be reviewed annually.

9. Operating Budget Impact

i Describe the estimated operating budget impact of the proposed project in detail. Please discuss anticipated increases or decreases in payroll, utility, professional services, or other expenditure categories as a result of the project. Discuss potential cost avoidance. Please segregate ongoing and one-time costs / savings.

Maintenance costs in time, labor and money will decrease. Work efficiencies will increase, and liability issues associated with older vehicles will be eliminated.

Parks & Golf Maintenance Equipment Replacement Schedule Detail FY 2024-2029												
Category	Quantity	Item	Unit Cost*	Total Cost	Justification	2024	2025	2026	2027	2028	2029	Additional Details
Equipment	1	Ventrac Tractor with Attachments		\$94,000	The Ventrac tractor supports numerous accessories such as mowers, sod cutters, seeders, spreaders, loaders, power rakes, cultivators, leaf blowers, trenchers, etc. This versatile tool saves labor for a wide range of specialized tasks encountered on the golf course on a daily basis. The unit would increase golf course maintenance capacities and save labor over alternative options. Replaces a surrounds mower which has exceeded life expectancy, but also adds multiple capacities via attachments for the tractor.	\$94,000						16K remaining from mower purchases in 2023 can be used in 2024. This would also eliminate the need for a surrounds mower as it has the same capacities.
Equipment	6	Utility Vehicles	\$14,150	\$84,900	Utility Vehicles are the primary maintenance vehicles for parks and golf maintenance. These workhorses are well beyond their service lives and service costs justify replacement.		\$84,900					Replaces 2 John Deer Gator UTV's, 2 EZ Go's and 2 Club Cars. These are no longer supported by John Deer and no parts are made for them.
Equipment								\$85,000	\$85,000	\$85,000	\$85,000	Placeholders for Equipment Schedule
Total 2024-2025				\$178,900		\$94,000	\$84,900	\$85,000	\$85,000	\$85,000	\$85,000	\$518,900

Golf & Parks Vehicle Replacement Schedule Detail FY 2024 - 2029												
Category	Quantity	Item	Unit Cost*	Total Cost	Justification	2024	2025	2026	2027	2028	2029	Additional Details
Vehicle	1	Ford Maverick or similar small truck	\$28,000	\$28,000	Replaces a 1994 Ford Ranger for Golf Maintenance	\$28,000						replaces a 29 year old vehicle
Vehicle	1	Dodge Ram 1500	\$48,000	\$48,000	Replaces a Dodge Ram for Parks Maintenance	\$48,000						replaces an 18 year old vehicle with over 130,000 city miles
Vehicle	1	Ford Maverick or similar small truck	\$28,000	\$28,000	Replaces a 2002 Ford Ranger for Parks		\$28,000					replaces a 21 year old vehicle with over 98,000 city miles
Vehicle	1	Dodge Ram 1500	\$48,000	\$48,000	Replaces a 2002 Chevy 1500 for Golf Maintenance		\$48,000					replaces a 21 year old vehicle with over 148,000 city miles
Vehicle					will likely replace a F250 Diesel - our primary snow plow			\$73,000	\$75,000	\$75,000	\$75,000	Placeholders for Vehicle Schedule
Total				\$104,000		\$76,000	\$76,000	\$73,000	\$75,000	\$75,000	\$75,000	\$450,000

STREETS

Street Capital Fund - Summary of Proposed 2024 through 2029 Capital Improvements Program

Description	2024 Estimated Cost																
	DE	CE	Construction	Total	2024	2025	2026	2027	2028	2029	Project Totals	Grant Portion		Other Portion		City Portion	
												%	Total	%	Total	%	Total
Adopted 6-Year Transportation Improvement Plan																	
Apple Blossom Pedestrian Access	\$150,000	\$150,000	\$1,000,000	\$1,300,000	\$1,300,000						\$1,300,000	44%	\$575,000	56%	\$725,000	0%	
Farnham/Webster Intersection Pedestrian Improvements	\$23,250	\$23,250	\$155,000	\$201,500	\$201,500						\$201,500	74%	\$150,000	0%		26%	\$51,500
Bradley St. Pedestrian	\$23,250	\$23,250	\$155,000	\$201,500	\$201,500						\$201,500	74%	\$150,000	0%		26%	\$51,500
Sanders St. Pedestrian Improvements	\$81,980	\$81,980	\$655,840	\$819,800	\$81,980	\$737,820					\$819,800	86%	\$709,100	0%		14%	\$110,700
Lakeside Trail	\$375,250	\$375,250	\$3,002,000	\$3,752,500	\$375,250	\$3,377,250					\$3,752,500	80%	\$3,002,000	0%		20%	\$750,500
Complete Streets Project/Downtown Preservation	\$150,000	\$100,000	\$750,000	\$1,000,000	\$150,000	\$850,000					\$1,000,000	100%	\$1,000,000	0%		0%	
Downtown Revitalization Project	\$250,000	\$250,000	\$1,850,000	\$2,350,000	\$250,000		\$2,100,000				\$2,350,000	85%	\$2,000,000	10%	\$232,500	5%	\$117,500
Northshore Trail	\$1,000,000	\$1,000,000	\$7,600,000	\$9,600,000		\$1,000,000	\$8,600,000				\$9,600,000	83%	\$8,000,000	17%	\$1,600,000	0%	
Northshore Bypass Study	\$225,000			\$225,000			\$225,000				\$225,000	33%	\$75,000	56%	\$125,000	11%	\$25,000
Columbia St. Improvements	\$25,000	\$25,000	\$250,000	\$300,000			\$25,000	\$275,000			\$300,000	83%	\$250,000	17%	\$50,000	0%	
Woodin Avenue Traffic Calming	\$50,000	\$50,000	\$400,000	\$500,000			\$500,000				\$500,000	50%	\$250,000	35%	\$175,000	15%	\$75,000
Woodin and Sanders Roundabout	\$300,000	\$300,000	\$2,900,000	\$3,500,000				\$300,000	\$3,200,000		\$3,500,000	86%	\$3,000,000	7%	\$250,000	7%	\$250,000
Other Projects																	
Annual Sidewalk Replacement Program				\$360,000	\$60,000	\$60,000	\$60,000	\$60,000	\$60,000	\$60,000	\$360,000					100%	\$360,000
Annual Pavement Preservation				\$0			\$150,000	\$150,000	\$150,000	\$150,000	\$600,000					100%	\$600,000
Stormwater																	
Stormwater Plan	\$250,000			\$250,000	\$125,000	\$125,000					\$250,000					100%	\$250,000
ANNUAL PROJECT FUNDING REQUESTED					\$2,745,230	\$6,150,070	\$11,660,000	\$785,000	\$3,410,000	\$210,000	\$24,960,300		\$19,161,100		\$3,157,500		\$2,641,700

Street Capital Projects Fund - Cash Flow Projections 2024-2029						
	2024	2025	2026	2027	2028	2029
Cash on Hand Beginning of Year						
Projected Unobligated Cash-Unrestricted	403,901	781,423	158,393	84,358	194,073	100,788
Transfer In from Current Expense Fund	650,000	201,166	201,166	201,166	201,166	201,166
Transfer In from Street Fund	139,549	139,549	139,549	139,549	139,549	139,549
Grants and other Contributions	2,333,203	5,186,325	11,245,250	554,000	2,976,000	
Use of Cash - Projects	(2,745,230)	(6,150,070)	(11,660,000)	(785,000)	(3,410,000)	(210,000)
Cash on Hand End of Year	781,423	158,393	84,358	194,073	100,788	231,503

PROJECT TITLE APPLE BLOSSOM PEDESTRIAN ACCESS

FUND(S) External Funding & Street Capital (\$1,300,000)

Fiscal Year(s) 2024

OVERVIEW

1. Project Background and Description

i Describe why the project is needed (what problem is being addresses) and what the project will accomplish

This project is included in the City's six-year transportation improvement program and was adopted by Resolution 2023-1437. This project includes extending pedestrian access between the sidewalk at the east end of Woodin Avenue (State Route 150 and State Route 97A [SR97A/150]) and Apple Blossom Drive.

2. Project Scope

i Define the project scope. Scope answers questions including what will be done, what won't be done, and what the result will look like

Design and construction of pedestrian facilities between the sidewalk at the east end of Woodin Avenue (State Route 150 and State Route 97A [SR97A/150]) and Apple Blossom Drive.

3. Project Type

Check

Repair	<input type="checkbox"/>
Replacement (replace with like capacity)	<input type="checkbox"/>
Upgrade (replace with increased capacity)	<input type="checkbox"/>
New (provides new community benefit)	<input checked="" type="checkbox"/>
Study (not identified with CIP acquisition/construction)	<input type="checkbox"/>

4. Community Goals and Strategic Planning

i Identify and describe how the project furthers specific goals of the Comprehensive Master Plan. Is the project need identified in an engineering study, master plan, strategic plan or other planning document? Please identify. Has the project been requested by the City Council, Mayor, or community?

The City of Chelan Comprehensive Plan Transportation Element identifies a goal to provide a safe transportation network that accommodates all users including pedestrians.

5. Community Benefit

i Describe the specific benefits to the community (economic development, public health and safety, transportation, cultural and recreational) and how those benefits will impact the community.

This project helps provide a means for pedestrians to safely access the Apple Blossom area from upper Woodin Avenue.

6. Organizational Benefit

i List business processes or systems which will be impacted by this project and describe how they will be affected.

This project helps provide a means for pedestrians to safely access the Apple Blossom area from upper Woodin Avenue.

7. Project Budget and Schedule

<u>Project Element</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>2027</u>	<u>2028</u>	<u>2029</u>	<u>TOTAL</u>
Design	\$ 100,000						\$ 100,000
Engineering	\$ 100,000						\$ 100,000
Acquisition							\$ 0
Construction	1,100,000						\$ 1,100,000
TOTAL	1,300,000	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 1,300,000

8. Funding

i Describe additional funding sources (other than City revenues such as sales tax, lodging tax, property tax or fees and charges) available to fund the project. What are the specific, funding sources, granting agencies, application and approval processes, and grant match requirements? What is the probability that the City will receive those funds?

\$725,000 of this project will be funded through development contributions. It is currently proposed that the estimated projects remaining balance of \$575,000 will be funded by the City's Street Capital Fund. The City is actively looking for grant opportunities to offset the City's contribution to this project

9. Operating Budget Impact

i Describe the estimated operating budget impact of the proposed project in detail. Please discuss anticipated increases or decreases in payroll, utility, professional services, or other expenditure categories as a result of the project. Discuss potential cost avoidance. Please segregate ongoing and one-time costs / savings.

We do not anticipate this project will affect the Street Operations Budget.

PROJECT TITLE **Farnham & Webster Intersection Pedestrian Improvements**

FUND(S) Grant(s) and Street Capital \$201,500

Fiscal Year(s) 2024

OVERVIEW

1. Project Background and Description

i Describe why the project is needed (what problem is being addresses) and what the project will accomplish

SCJ Alliance completed an intersection study at Farnahm and Webster Street in 2023 that identified a relatively low cost improvement for pedestrian safety. Generally this project helps channel pedestrians to the most favorable crossing at the intersection while providing additional signage and push activated advanced warning for motor vehicles.

2. Project Scope

i Define the project scope. Scope answers questions including what will be done, what won't be done, and what the result will look like

The specific scope of this project has not been defined but it generally includes improvements that physically channel pedestrians to the crosswalk that crosses Webster at the intersection of Farnham Street. This project will also include additional pedestrian signage as well as push activated advanced and immediate rapid flashing beacon warning signs.

3. Project Type

Project Type	Check
Repair	<input type="checkbox"/>
Replacement (replace with like capacity)	<input type="checkbox"/>
Upgrade (replace with increased capacity)	<input checked="" type="checkbox"/>
New (provides new community benefit)	<input type="checkbox"/>
Study (not identified with CIP acquisition/construction)	<input type="checkbox"/>

4. Community Goals and Strategic Planning

i Identify and describe how the project furthers specific goals of the Comprehensive Master Plan. Is the project need identified in an engineering study, master plan, strategic plan or other planning document? Please identify. Has the project been requested by the City Council, Mayor, or community?

The City of Chelan Comprehensive Plan Transportation Element identifies goals and policies related to providing safe transportation networks or pedestrians.

5. Community Benefit

i Describe the specific benefits to the community (economic development, public health and safety, transportation, cultural and recreational) and how those benefits will impact the community.

This project provides improved safety for pedestrians at the intersection of Webster Avenue and Farnham Street.

6. Organizational Benefit

i List business processes or systems which will be impacted by this project and describe how they will be affected.

This project provides improved safety for pedestrians at the intersection of Webster Avenue and Farnham Street.

7. Project Budget and Schedule

<u>Project Element</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>2027</u>	<u>2028</u>	<u>2029</u>	<u>TOTAL</u>
Design	\$ 40,000						\$ 40,000
Engineering							\$ 0
Acquisition							\$ 0
Construction	\$ 161,500						\$ 161,500
TOTAL	\$ 201,500	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 201,500

8. Funding

i Describe additional funding sources (other than City revenues such as sales tax, lodging tax, property tax or fees and charges) available to fund the project. What are the specific, funding sources, granting agencies, application and approval processes, and grant match requirements? What is the probability that the City will receive those funds?

The project is projected to be funded at 26% (~\$51,500) through the City's Street Capital fund with the remaining 74% (\$150,000) being funded through a grant.

9. Operating Budget Impact

i Describe the estimated operating budget impact of the proposed project in detail. Please discuss anticipated increases or decreases in payroll, utility, professional services, or other expenditure categories as a result of the project. Discuss potential cost avoidance. Please segregate ongoing and one-time costs / savings.

This project will not affect the annual operating budget for the City's street fund.

PROJECT TITLE **Bradley Street Pedestrian Improvements**

FUND(S) Grant(s) and Street Capital \$201,500

Fiscal Year(s) 2024

OVERVIEW

1. Project Background and Description

i Describe why the project is needed (what problem is being addresses) and what the project will accomplish

The City has been working with the Lake Chelan School District to resolve safety concerns related to pedestrian movements, primarily school age children, across Bradley Street at its intersection with Johnson Ave. The project likely includes the addition of a crosswalk at the north leg of the intersection and improved pedestrian features (signage, striping, etc.). The project was request by the Lake Chelan School District superintendent.

2. Project Scope

i Define the project scope. Scope answers questions including what will be done, what won't be done, and what the result will look like

The specific scope of this project has not been defined but it generally includes improvements that improve pedestrian safety at Bradley St. and Johnson Ave. The project likely includes the addition of a crosswalk at the north leg of the intersection and improved pedestrian features (signage, striping, etc.).

3. Project Type

Project Type	Check
Repair	<input type="checkbox"/>
Replacement (replace with like capacity)	<input type="checkbox"/>
Upgrade (replace with increased capacity)	<input checked="" type="checkbox"/>
New (provides new community benefit)	<input type="checkbox"/>
Study (not identified with CIP acquisition/construction)	<input type="checkbox"/>

4. Community Goals and Strategic Planning

i Identify and describe how the project furthers specific goals of the Comprehensive Master Plan. Is the project need identified in an engineering study, master plan, strategic plan or other planning document? Please identify. Has the project been requested by the City Council, Mayor, or community?

The City of Chelan Comprehensive Plan Transportation Element identifies goals and policies related to providing safe transportation networks or pedestrians.

5. Community Benefit

i Describe the specific benefits to the community (economic development, public health and safety, transportation, cultural and recreational) and how those benefits will impact the community.

This project provides improved safety for pedestrians at the intersection of Bradley Street and Johnson Ave.

6. Organizational Benefit

i List business processes or systems which will be impacted by this project and describe how they will be affected.

This project provides improved safety for pedestrians at the intersection of Bradley Street and Johnson Ave.

7. Project Budget and Schedule

<u>Project Element</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>2027</u>	<u>2028</u>	<u>2029</u>	<u>TOTAL</u>
Design	\$ 40,000						\$ 40,000
Engineering							\$ 0
Acquisition							\$ 0
Construction	\$ 161,500						\$ 161,500
TOTAL	\$ 201,500	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 201,500

8. Funding

i Describe additional funding sources (other than City revenues such as sales tax, lodging tax, property tax or fees and charges) available to fund the project. What are the specific, funding sources, granting agencies, application and approval processes, and grant match requirements? What is the probability that the City will receive those funds?

This project is anticipated to be funded primarily by future grant opportunities. City budget amounts includes matching dollars.

9. Operating Budget Impact

i Describe the estimated operating budget impact of the proposed project in detail. Please discuss anticipated increases or decreases in payroll, utility, professional services, or other expenditure categories as a result of the project. Discuss potential cost avoidance. Please segregate ongoing and one-time costs / savings.

This project will not affect the annual operating budget for the City's street fund.

PROJECT TITLE SANDERS STREET CROSSWALKS

FUND(S) Grant(s) and Street Capital \$819,800

Fiscal Year(s) 2024-2025

OVERVIEW

1. Project Background and Description

i Describe why the project is needed (what problem is being addresses) and what the project will accomplish

This project is included in the City's six-year transportation improvement program and was adopted by Resolution 2023-1437. This project includes the installation of crosswalks, bulbouts, ADA ramps, and illumination for pedestrian safety along Sanders Avenue Corridor at Trow Ave, Okanogan Ave, and Wapato Ave.

2. Project Scope

i Define the project scope. Scope answers questions including what will be done, what won't be done, and what the result will look like

This project includes the installation of crosswalks, bulbouts, ADA ramps, and illumination for pedestrian safety along Sanders Avenue Corridor at Okanogan and Wapato Ave.

3. Project Type

Project Type	Check
Repair	<input type="checkbox"/>
Replacement (replace with like capacity)	<input type="checkbox"/>
Upgrade (replace with increased capacity)	<input type="checkbox"/>
New (provides new community benefit)	<input checked="" type="checkbox"/>
Study (not identified with CIP acquisition/construction)	<input type="checkbox"/>

4. Community Goals and Strategic Planning

i Identify and describe how the project furthers specific goals of the Comprehensive Master Plan. Is the project need identified in an engineering study, master plan, strategic plan or other planning document? Please identify. Has the project been requested by the City Council, Mayor, or community?

The City of Chelan Comprehensive Plan Transportation Element identifies goals and policies related to providing safe transportation networks or pedestrians.

5. Community Benefit

i Describe the specific benefits to the community (economic development, public health and safety, transportation, cultural and recreational) and how those benefits will impact the community.

This project provides improved safety for pedestrians on Sanders Street.

6. Organizational Benefit

i List business processes or systems which will be impacted by this project and describe how they will be affected.

This project provides improved safety for pedestrians on Sanders Street.

7. Project Budget and Schedule

<u>Project Element</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>2027</u>	<u>2028</u>	<u>2029</u>	<u>TOTAL</u>
Design	\$ 81,890						\$ 81,890
Engineering							\$ 0
Acquisition							\$ 0
Construction		\$ 737,820					\$ 737,820
TOTAL	\$ 81,890	\$ 737,820	\$ 0	\$ 0	\$ 0	\$ 0	\$ 819,710

8. Funding

i Describe additional funding sources (other than City revenues such as sales tax, lodging tax, property tax or fees and charges) available to fund the project. What are the specific, funding sources, granting agencies, application and approval processes, and grant match requirements? What is the probability that the City will receive those funds?

\$737,820 of this project is funded through a grant that has been awarded to the City of Chelan from the Chelan Douglass Transportation Council. The remaining \$81,980 will be funded from the Street Capital Fund.

9. Operating Budget Impact

i Describe the estimated operating budget impact of the proposed project in detail. Please discuss anticipated increases or decreases in payroll, utility, professional services, or other expenditure categories as a result of the project. Discuss potential cost avoidance. Please segregate ongoing and one-time costs / savings.

This project will not affect the annual operating budget for the City's street fund.

PROJECT TITLE LAKESIDE TRAIL DESIGN

FUND(S) Grant and City Capital Funds \$3,752,500

Fiscal Year(s) 2024-2025

OVERVIEW

1. Project Background and Description

i Describe why the project is needed (what problem is being addresses) and what the project will accomplish

This project is included in the City's six-year transportation improvement program and was adopted by Resolution 2023-1437. The proposed improvements include construction of a shared use path along US 97A from Water Street to Woodin Avenue, landscaping area/stormwater control buffer between the shared use path and vehicular traffic, decreasing vehicular travel lane and shoulder widths, public transit pullout area improvements, and pedestrian crossing improvements at intersections.

2. Project Scope

i Define the project scope. Scope answers questions including what will be done, what won't be done, and what the result will look like

The major features of this project include the design and construction of the following:

- Approximately 1.05 miles of new shared use path.
- Improving pedestrian crossings at US97A and Waterslide Dr.
- Environmental documentation and preparation of permit applications.
- Restriping US97A between Water Street and Woodin Avenue.
- Creating construction specifications and plans and performing construction management and administration of the project.

3. Project Type

	Check
Repair	<input type="checkbox"/>
Replacement (replace with like capacity)	<input type="checkbox"/>
Upgrade (replace with increased capacity)	<input checked="" type="checkbox"/>
New (provides new community benefit)	<input checked="" type="checkbox"/>
Study (not identified with CIP acquisition/construction)	<input type="checkbox"/>

4. Community Goals and Strategic Planning

i Identify and describe how the project furthers specific goals of the Comprehensive Master Plan. Is the project need identified in an engineering study, master plan, strategic plan or other planning document? Please identify. Has the project been requested by the City Council, Mayor, or community?

The trail moves forward the Transportation Element's goals and policies for multi-modal transportation and Comprehensive Plan community health and safety goals and policies. It also moves forward the Lakeside Trail plan adopted by reference to the Comprehensive Land Use Plan.

5. Community Benefit

i Describe the specific benefits to the community (economic development, public health and safety, transportation, cultural and recreational) and how those benefits will impact the community.

The Lakeside Trail will provide a safe family multi-use trail from Downtown Chelan to Lakeside Park.

The Growth Management Act requires the Comprehensive Plan to include community health goals. The trail will implement these goals.

6. Organizational Benefit

i List business processes or systems which will be impacted by this project and describe how they will be affected.

This project will require planning and public works staff time to manage the project.

7. Project Budget and Schedule

<u>Project Element</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>2027</u>	<u>2028</u>	<u>2029</u>	<u>TOTAL</u>
Design	\$ 375,250						\$ 375,250
Engineering							\$ 0
Acquisition							\$ 0
Construction		\$ 3,377,250					\$ 3,377,250
TOTAL	\$ 375,250	\$ 3,377,250	\$ 0	\$ 0	\$ 0	\$ 0	\$ 3,752,500

8. Funding

i Describe additional funding sources (other than City revenues such as sales tax, lodging tax, property tax or fees and charges) available to fund the project. What are the specific, funding sources, granting agencies, application and approval processes, and grant match requirements? What is the probability that the City will receive those funds?

\$3,002,000 Grant from the Washington State Pedestrian and Bicycle Program
\$750,500 City Street Capital Funds

9. Operating Budget Impact

i Describe the estimated operating budget impact of the proposed project in detail. Please discuss anticipated increases or decreases in payroll, utility, professional services, or other expenditure categories as a result of the project. Discuss potential cost avoidance. Please segregate ongoing and one-time costs / savings.

If the City decides to keep the trail open year round, snow plowing will need to be addressed. Additional maintenance costs may occur during the life of the trail. Costs are unknown at this time.

 *Attach documents or photos to help support your request.*

Planning Level Estimated Cost **\$660,000**

SHOULDER VARIES 2 MIN

SHARED USE PATH

12

11 WB LANE

11 EB LANE

MATCH EX SHOULDER WITH VARS 1-9 (MIN 2)

2

4

6

ALTERNATIVE SHOULDER DESIGN

SHARED USE PATH

12

11 WB LANE

11 EB LANE

MATCH EX SHOULDER WITH VARS 2-9 (MIN 2)

1

6

LANDSCAPING AREA/STORMWATER CONTROL

ITEM	QUANTITY	UNIT	ESTIMATED COST
1. SHOULDER VARIES 2 MIN	12	LINEAL FEET	\$120,000
2. ALTERNATIVE SHOULDER DESIGN	12	LINEAL FEET	\$120,000
3. LANDSCAPING AREA/STORMWATER CONTROL	12	LINEAL FEET	\$120,000
4. MATCH EX SHOULDER WITH VARS 1-9 (MIN 2)	12	LINEAL FEET	\$120,000
5. MATCH EX SHOULDER WITH VARS 2-9 (MIN 2)	12	LINEAL FEET	\$120,000
6. TOTAL	60	LINEAL FEET	\$660,000

PROJECT TITLE Complete Street Project/Downtown Preservation

FUND(S) Street Capital \$1,000,000

Fiscal Year(s) 2024-2025

OVERVIEW

1. Project Background and Description

i Describe why the project is needed (what problem is being addresses) and what the project will accomplish

Historically the City has implemented an annual hot mix asphalt (HMA) overlay program. This program has been one of the City's primary means for implementing pavement preservation and has been instrumental in helping prevent conditions where full depth reclamation is required. HMA overlays are just one of many preservation methods and unfortunately are often the least economical. With limited financial resources it is important for the City to utilize best practices and policies to properly manage and maintain roadway assets. Pavement Preservation is defined in the WSDOT Pavement Preservation Guide for Local Agencies as "a program employing a network level, long-term strategy that enhances pavement by using an integrated, cost-effective set of practices that extend pavement life, improve safety and meet motorist expectations. The pavement preservation plan proposed herein is intended to better fulfill this definition. It provides the flexibility to select and implement the most appropriate treatment for each individual need. Different treatments include but are not limited to the following:

- HMA Overlay
- Chip Seal
- Slurry Seal
- Micro-Surfacing
- Fog Seal
- Crack Seal

This project also facilitates the ability to implement complete street infrastructure (full width asphalt, curb, sidewalk, ADA ramps, etc) where water and/or sewer utility projects are being constructed. This flexibility will help create efficiencies by updating all infrastructure under the same construction contract. In 2022 the City retained RH2 Engineering as the City's traffic engineering consultant. In 2023 RH2 will begin developing a scope for this project.

2. Project Scope

i Define the project scope. Scope answers questions including what will be done, what won't be done, and what the result will look like

The project scope has not yet been defined. In 2023 RH2 Engineering will be working with City Staff and Council to develop a project scope that will include preservation projects and will also focus on taking advantage of opportunities to complete streets where utility projects are planned to be constructed. Complete street efforts will like focus on the locations where the 2025 "Downtown Capacity Improvements Project Phase II" water project and the 2025 "Downtown Sewer Pipe Replacement Project" will be constructed.

3. Project Type

Check

Repair	<input type="checkbox"/>
Replacement (replace with like capacity)	<input type="checkbox"/>
Upgrade (replace with increased capacity)	<input checked="" type="checkbox"/>
New (provides new community benefit)	<input type="checkbox"/>
Study (not identified with CIP acquisition/construction)	<input type="checkbox"/>

4. Community Goals and Strategic Planning

i Identify and describe how the project furthers specific goals of the Comprehensive Master Plan. Is the project need identified in an engineering study, master plan, strategic plan or other planning document? Please identify. Has the project been requested by the City Council, Mayor, or community?

The City of Chelan Comprehensive Plan Transportation Element has several goals and policies that support the annual overlay program including but limited to:

- Goal TR-II -Establish a safe efficient, and environmentally sensitive road system that supports desired land use patterns.
- Policy TRII-3 -Conduct regular maintenance of existing roadways to minimize degradation.
- Policy TRII-6 -Pursue the restriction/elimination of roadway access points as opportunities arise to maintain capacity of existing arterials and collectors.

5. Community Benefit

i Describe the specific benefits to the community (economic development, public health and safety, transportation, cultural and recreational) and how those benefits will impact the community.

The pavement preservation program helps preserve the road surface from failure. Extending the life of the road also extends the large capital costs that are associated with complete reconstruction. Combining efforts to complete streets where utility projects are being constructed is a cost effective and efficient and provides the benefits of complete streets (full width asphalt, sidewalks, stormwater system, ada ramps, etc.).

6. Organizational Benefit

i List business processes or systems which will be impacted by this project and describe how they will be affected.

The pavement preservation program helps preserve the road surface from failure. Extending the life of the road also extends the large capital costs that are associated with complete reconstruction. Combining efforts to complete streets where utility projects are being constructed is a cost effective and efficient and provides the benefits of complete streets (full width asphalt, sidewalks, stormwater system, ada ramps, etc.).

7. Project Budget and Schedule

<u>Project Element</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>2027</u>	<u>2028</u>	<u>2029</u>	<u>TOTAL</u>
Design	\$ 150,000						\$ 150,000
Engineering							\$ 0
Acquisition							\$ 0
Construction		\$ 850,000					\$ 850,000
TOTAL	\$ 150,000	\$ 850,000	\$ 0	\$ 0	\$ 0	\$ 0	\$ 1,000,000

8. Funding

i Describe additional funding sources (other than City revenues such as sales tax, lodging tax, property tax or fees and charges) available to fund the project. What are the specific, funding sources, granting agencies, application and approval processes, and grant match requirements? What is the probability that the City will receive those funds?

This project is funded by the City of Chelan Street Capital Fund.

9. Operating Budget Impact

i Describe the estimated operating budget impact of the proposed project in detail. Please discuss anticipated increases or decreases in payroll, utility, professional services, or other expenditure categories as a result of the project. Discuss potential cost avoidance. Please segregate ongoing and one-time costs / savings.

This project will reduce labor, equipment, and materials associated with operating and maintaining City Streets.

PROJECT TITLE **Downtown Revitalization Project**

FUND(S) **\$117,500 (City)_ \$2,232,500 (Grants/Other)**

Fiscal Year(s) **2024-2026**

OVERVIEW

1. Project Background and Description

i Describe why the project is needed (what problem is being addresses) and what the project will accomplish

This project is included in the City's six-year transportation improvement program and was adopted by Resolution 2023-1437. The scope of this project has not yet been specifically defined but it generally the key project elements include pedestrian crossings, lighting, irrigation water, and sidewalks. The principal goals of the project include retaining the historic charm of downtown Chelan, preserve view corridors, establish a better connection between downtown amenities, and encourage people to stay longer downtown.

2. Project Scope

i Define the project scope. Scope answers questions including what will be done, what won't be done, and what the result will look like

The scope of this project has not yet been specifically defined but it generally includes upgrades of the key project elements including pedestrian crossings, lighting, irrigation water, and sidewalks.

3. Project Type

Check

Repair	<input type="checkbox"/>
Replacement (replace with like capacity)	<input checked="" type="checkbox"/>
Upgrade (replace with increased capacity)	<input checked="" type="checkbox"/>
New (provides new community benefit)	<input type="checkbox"/>
Study (not identified with CIP acquisition/construction)	<input type="checkbox"/>

4. Community Goals and Strategic Planning

i Identify and describe how the project furthers specific goals of the Comprehensive Master Plan. Is the project need identified in an engineering study, master plan, strategic plan or other planning document? Please identify. Has the project been requested by the City Council, Mayor, or community?

The City of Chelan Comprehensive Plan Transportation Element identifies goals and policies related to providing safe transportation networks for all users including pedestrians, bicycles, transit users, children, the elderly, and people with disabilities.

5. Community Benefit

i Describe the specific benefits to the community (economic development, public health and safety, transportation, cultural and recreational) and how those benefits will impact the community.

This project will help identify improvements that will be needed to improve traffic, multi modal transportation options, and enhance streetscapes with landscaping and other amenities.

6. Organizational Benefit

i List business processes or systems which will be impacted by this project and describe how they will be affected.

This project will help identify improvements that will be needed to improve traffic, multi modal transportation options, and enhance streets capes with landscaping and other amenities.

7. Project Budget and Schedule

<u>Project Element</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>2027</u>	<u>2028</u>	<u>2029</u>	<u>TOTAL</u>
Design	\$ 250,000						\$ 250,000
Engineering							\$ 0
Acquisition							\$ 0
Construction			\$ 2,100,000				\$ 2,100,000
TOTAL	\$ 250,000	\$ 0	\$ 2,100,000	\$ 0	\$ 0	\$ 0	\$ 2,350,000

8. Funding

i Describe additional funding sources (other than City revenues such as sales tax, lodging tax, property tax or fees and charges) available to fund the project. What are the specific, funding sources, granting agencies, application and approval processes, and grant match requirements? What is the probability that the City will receive those funds?

HDCA has secured funding to complete the design phase of this project. Design work began in 2023 and will extend into 2024. The City and HDCA have mutually executed an Memorandum of Understanding that arranges for th HDCA to reimburse the City for expenses incurred for the design phase of the project. Although project estimates for construction have not been fully developed, it is planned that that the majority of the project is planned to be funded with grant funding that is currently not secured.

9. Operating Budget Impact

i Describe the estimated operating budget impact of the proposed project in detail. Please discuss anticipated increases or decreases in payroll, utility, professional services, or other expenditure categories as a result of the project. Discuss potential cost avoidance. Please segregate ongoing and one-time costs / savings.

Operating Budget impacts have not yet been identified.

PROJECT TITLE NORTHSORE TRAIL DESIGN

FUND(S) Grant Funds \$9,600,000

Fiscal Year(s) 2025-2026

OVERVIEW

1. Project Background and Description

i Describe why the project is needed (what problem is being addresses) and what the project will accomplish

The Lake Chelan Trail Plan and Northshore Pathway are planning level documents that include a multi-use trail from Lakeshore RV Park to the eastern Urban Growth Boundary near Rocky Point towards Manson. In 2019/20, the Northshore Pathway planning project determined a planning level design and alignment of the trail. There are currently federal grant programs that are favorable for funding construction of multi modal transportation. Given the current opportunities, City staff believes the City should pursue funding for the remaining segments of the Northshore Trail.

2. Project Scope

i Define the project scope. Scope answers questions including what will be done, what won't be done, and what the result will look like

This project would include the design and construction of a multi-modal trail extending from its current termination near Bighorn Way and Highway 150 to the end of the City corporate boundaries on Highway 150 near Rocky Point.

3. Project Type

	Check
Repair	<input type="checkbox"/>
Replacement (replace with like capacity)	<input type="checkbox"/>
Upgrade (replace with increased capacity)	<input type="checkbox"/>
New (provides new community benefit)	<input checked="" type="checkbox"/>
Study (not identified with CIP acquisition/construction)	<input type="checkbox"/>

4. Community Goals and Strategic Planning

i Identify and describe how the project furthers specific goals of the Comprehensive Master Plan. Is the project need identified in an engineering study, master plan, strategic plan or other planning document? Please identify. Has the project been requested by the City Council, Mayor, or community?

The trail moves forward the Transportation Element's goals and policies for multi-modal transportation and Comprehensive Plan community health and safety goals and policies. It also moves forward the Lakeside Trail plan adopted by reference to the Comprehensive Land Use Plan.

5. Community Benefit

i Describe the specific benefits to the community (economic development, public health and safety, transportation, cultural and recreational) and how those benefits will impact the community.

The Northshore Trail will provide a safe family multi-use trail from Lakeshore RV Park to Rocky Point. Advancing the project through the design phase will help the City be more competitive for grant opportunities.

The Growth Management Act requires the Comprehensive Plan to include community health goals. The trail will implement these goals.

6. Organizational Benefit

i List business processes or systems which will be impacted by this project and describe how they will be affected.

This project will require planning and public works staff time to manage the project.

7. Project Budget and Schedule

<u>Project Element</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>2027</u>	<u>2028</u>	<u>2029</u>	<u>TOTAL</u>
Design		\$ 1,000,000					\$ 1,000,000
Engineering							\$ 0
Acquisition							\$ 0
Construction			\$ 8,600,000				\$ 8,600,000
TOTAL	\$ 0	\$ 1,000,000	\$ 8,600,000	\$ 0	\$ 0	\$ 0	\$ 9,600,000

8. Funding

i Describe additional funding sources (other than City revenues such as sales tax, lodging tax, property tax or fees and charges) available to fund the project. What are the specific, funding sources, granting agencies, application and approval processes, and grant match requirements? What is the probability that the City will receive those funds?

Project currently anticipated to funded through grant funding.

9. Operating Budget Impact

i Describe the estimated operating budget impact of the proposed project in detail. Please discuss anticipated increases or decreases in payroll, utility, professional services, or other expenditure categories as a result of the project. Discuss potential cost avoidance. Please segregate ongoing and one-time costs / savings.

If the City decides to keep the trail open year round, snow plowing will need to be addressed. Additional maintenance costs may occur during the life of the trail. Costs are unknown at this time.

 *Attach documents or photos to help support your request.*

Planning Level Estimated Cost \$660,000

SHOULDER VARIES 2 MIN

SHOULDER VARIES 2 MIN
12' SHARED USE PATH
11' WB LANE
11' EB LANE
MATCH EX SHOULDER WIDTHS 1-9 (MIN 2)

ALTERNATIVE SHOULDER DESIGN

SHOULDER VARIES 2 MIN
12' SHARED USE PATH
11' WB LANE
11' EB LANE
MATCH EX SHOULDER WIDTHS 2-9 (MIN 2)

LANDSCAPING AREA/STORMWATER CONTROL

SHOULDER WIDTH (ft)	ESTIMATED COST (\$)
2	120,000
3	180,000
4	240,000
5	300,000
6	360,000
7	420,000
8	480,000
9	540,000

PROJECT TITLE North Shore Bypass Study

FUND(S) City (\$75,000) External (\$150,000)

Fiscal Year(s) 2026

OVERVIEW

1. Project Background and Description

i Describe why the project is needed (what problem is being addresses) and what the project will accomplish

This project is included in the City's six-year transportation improvement program and was adopted by Resolution 2023-1408. This effort is intended to execute a study that would evaluate the feasibility of a transportation bypass route connecting between the community of Manson and the City of Chelan.

2. Project Scope

i Define the project scope. Scope answers questions including what will be done, what won't be done, and what the result will look like

This effort would evaluate the feasibility of a secondary transportation bypass route connecting between the community of Manson and the City of Chelan. The specific scope of this effort will be defined at a later time.

3. Project Type

Check

Repair	<input type="checkbox"/>
Replacement (replace with like capacity)	<input type="checkbox"/>
Upgrade (replace with increased capacity)	<input type="checkbox"/>
New (provides new community benefit)	<input checked="" type="checkbox"/>
Study (not identified with CIP acquisition/construction)	<input type="checkbox"/>

4. Community Goals and Strategic Planning

i Identify and describe how the project furthers specific goals of the Comprehensive Master Plan. Is the project need identified in an engineering study, master plan, strategic plan or other planning document? Please identify. Has the project been requested by the City Council, Mayor, or community?

The City of Chelan Comprehensive Plan Transportation Element identifies goals and policies related to providing safe transportation networks for pedestrians.

5. Community Benefit

i Describe the specific benefits to the community (economic development, public health and safety, transportation, cultural and recreational) and how those benefits will impact the community.

This project will help provide a secondary bypass route between the City of Chelan and Manson. It is anticipated that this will help with traffic congestion as well as provide a secondary access in the event of an emergency.

6. Organizational Benefit

i List business processes or systems which will be impacted by this project and describe how they will be affected.

This project will help provide a secondary bypass route between the City of Chelan and Manson. It is anticipated that this will help with traffic congestion as well as provide a secondary access in the event of an emergency.

7. Project Budget and Schedule

Project Element	2023	2024	2025	2026	2027	TOTAL
Design				\$ 225,000		\$ 225,000
Engineering						\$ 0
Acquisition						\$ 0
Construction						\$ 0
TOTAL	\$ 0	\$ 0	\$ 0	\$ 225,000	\$ 0	\$ 225,000

8. Funding

i Describe additional funding sources (other than City revenues such as sales tax, lodging tax, property tax or fees and charges) available to fund the project. What are the specific, funding sources, granting agencies, application and approval processes, and grant match requirements? What is the probability that the City will receive those funds?

Funding needs for this effort are not well defined at this time. We currently anticipate project costs at \$225,000 with a multi agency funding support (State, County, etc.). The City's contribution is currently estimated to be \$75,000.

9. Operating Budget Impact

i Describe the estimated operating budget impact of the proposed project in detail. Please discuss anticipated increases or decreases in payroll, utility, professional services, or other expenditure categories as a result of the project. Discuss potential cost avoidance. Please segregate ongoing and one-time costs / savings.

City staff does not anticipate this project will affect the operating budget.

PROJECT TITLE COLUMBIA STREET IMPROVEMENTS

FUND(S) Grant(s) \$300,000

Fiscal Year(s) 2026-2027

OVERVIEW

1. Project Background and Description

i Describe why the project is needed (what problem is being addresses) and what the project will accomplish

This project is included in the City's six-year transportation improvement program and was adopted by Resolution 2023-1437. Upgrade pedestrian and bicycle facilities on Columbia St., from Johnson Ave. to Gibson.

2. Project Scope

i Define the project scope. Scope answers questions including what will be done, what won't be done, and what the result will look like

Columbia Street Improvements, North of SR 150 (Johnson Ave) to Gibson Ave.

3. Project Type

Check	
Repair	<input type="checkbox"/>
Replacement (replace with like capacity)	<input checked="" type="checkbox"/>
Upgrade (replace with increased capacity)	<input checked="" type="checkbox"/>
New (provides new community benefit)	<input type="checkbox"/>
Study (not identified with CIP acquisition/construction)	<input type="checkbox"/>

4. Community Goals and Strategic Planning

i Identify and describe how the project furthers specific goals of the Comprehensive Master Plan. Is the project need identified in an engineering study, master plan, strategic plan or other planning document? Please identify. Has the project been requested by the City Council, Mayor, or community?

The City of Chelan Comprehensive Plan Transportation Element identifies goals and policies related to providing safe transportation networks for pedestrians.

5. Community Benefit

i Describe the specific benefits to the community (economic development, public health and safety, transportation, cultural and recreational) and how those benefits will impact the community.

This project provides pedestrians with safe crosswalks and bicycle facilities along state highways.

6. Organizational Benefit

i List business processes or systems which will be impacted by this project and describe how they will be affected.

This project provides pedestrians with safe crosswalks and bicycle facilities along state highways.

7. Project Budget and Schedule

<u>Project Element</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>2027</u>	<u>2028</u>	<u>2029</u>	<u>TOTAL</u>
Design			\$ 25,000				\$ 25,000
Engineering							\$ 0
Acquisition							\$ 0
Construction				\$ 275,000			\$ 275,000
TOTAL	\$ 0	\$ 0	\$ 25,000	\$ 275,000	\$ 0	\$ 0	\$ 300,000

8. Funding

i Describe additional funding sources (other than City revenues such as sales tax, lodging tax, property tax or fees and charges) available to fund the project. What are the specific, funding sources, granting agencies, application and approval processes, and grant match requirements? What is the probability that the City will receive those funds?

This project is currently planned to be fully funded through external funding avenues.

9. Operating Budget Impact

i Describe the estimated operating budget impact of the proposed project in detail. Please discuss anticipated increases or decreases in payroll, utility, professional services, or other expenditure categories as a result of the project. Discuss potential cost avoidance. Please segregate ongoing and one-time costs / savings.

This project will not affect the annual operating budget for the City's street fund.

PROJECT TITLE WOODIN AVENUE TRAFFIC CALMING

FUND(S) Street Capital \$75,000 External Funding \$425,000

Fiscal Year(s) 2026

OVERVIEW

1. Project Background and Description

i Describe why the project is needed (what problem is being addresses) and what the project will accomplish

This project is included in the City's six-year transportation improvement program and was adopted by Resolution 2023-1437. This project implements traffic calming measures (to be defined in design) on Woodin Avenue between the intersection of Woodin and SR 97a and the Woodin Avenue Bridge.

2. Project Scope

i Define the project scope. Scope answers questions including what will be done, what won't be done, and what the result will look like

This project implements traffic calming measures (to be defined in design) on Woodin Avenue between the intersection of Woodin and SR 97a and the Woodin Avenue Bridge.

3. Project Type

	Check
Repair	<input type="checkbox"/>
Replacement (replace with like capacity)	<input type="checkbox"/>
Upgrade (replace with increased capacity)	<input type="checkbox"/>
New (provides new community benefit)	<input checked="" type="checkbox"/>
Study (not identified with CIP acquisition/construction)	<input type="checkbox"/>

4. Community Goals and Strategic Planning

i Identify and describe how the project furthers specific goals of the Comprehensive Master Plan. Is the project need identified in an engineering study, master plan, strategic plan or other planning document? Please identify. Has the project been requested by the City Council, Mayor, or community?

The City of Chelan's Comprehensive Plan Transportation Element identifies goals and policies related to providing safe transportation networks for all users including pedestrians, bicycles, transit users, children, the elderly, and people with disabilities. The slowing of traffic will help meet these goals and policies.

5. Community Benefit

i Describe the specific benefits to the community (economic development, public health and safety, transportation, cultural and recreational) and how those benefits will impact the community.

This project will provide improved safety for all users on and near Woodin Avenue between the intersection of SR 97a and the Woodin Avenue Bridge.

6. Organizational Benefit

i List business processes or systems which will be impacted by this project and describe how they will be affected.

This project will provide improved safety for all users on and near Woodin Avenue between the intersection of SR 97a and the Woodin Avenue Bridge.

7. Project Budget and Schedule

<u>Project Element</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>2027</u>	<u>2028</u>	<u>2029</u>	<u>TOTAL</u>
Design			\$ 60,000				\$ 60,000
Engineering							\$ 0
Acquisition							\$ 0
Construction			\$ 440,000				\$ 440,000
TOTAL	\$ 0	\$ 0	\$ 500,000	\$ 0	\$ 0	\$ 0	\$ 500,000

8. Funding

i Describe additional funding sources (other than City revenues such as sales tax, lodging tax, property tax or fees and charges) available to fund the project. What are the specific, funding sources, granting agencies, application and approval processes, and grant match requirements? What is the probability that the City will receive those funds?

This project will be funded from the Street Capital Fund (\$75,000) and grants (\$425,000) which have not yet been awarded.

9. Operating Budget Impact

i Describe the estimated operating budget impact of the proposed project in detail. Please discuss anticipated increases or decreases in payroll, utility, professional services, or other expenditure categories as a result of the project. Discuss potential cost avoidance. Please segregate ongoing and one-time costs / savings.

This project will not affect the annual operating budget for the City's street fund.

PROJECT TITLE Woodin and Sanders Roundabout

FUND(S) Street \$3,500,000

Fiscal Year(s) 2027-2028

OVERVIEW

1. Project Background and Description

i Describe why the project is needed (what problem is being addresses) and what the project will accomplish

This project is included in the City's six-year transportation improvement program and was adopted by Resolution 2023-1437. This project funding request facilitates the construction of a roundabout at the intersection of Woodin Ave. and Sanders St. The preliminary design and shape of the roundabout has been approved by WSDOT, simplifying future design efforts and increasing the fund-ability of the project. A roundabout at this location is projected to improve traffic efficiency and safety, as well as increase pedestrian safety.

2. Project Scope

i Define the project scope. Scope answers questions including what will be done, what won't be done, and what the result will look like

This project funding request facilitates the construction of a roundabout at the intersection of Woodin Ave. and Sanders St. The preliminary design and shape of the roundabout has been approved by WSDOT, simplifying future design efforts and increasing the fund-ability of the project. A roundabout at this location is projected to improve traffic efficiency and safety, as well as increase pedestrian safety.

3. Project Type

Repair	<input type="checkbox"/>
Replacement (replace with like capacity)	<input type="checkbox"/>
Upgrade (replace with increased capacity)	<input checked="" type="checkbox"/>
New (provides new community benefit)	<input type="checkbox"/>
Study (not identified with CIP acquisition/construction)	<input type="checkbox"/>

4. Community Goals and Strategic Planning

i Identify and describe how the project furthers specific goals of the Comprehensive Master Plan. Is the project need identified in an engineering study, master plan, strategic plan or other planning document? Please identify. Has the project been requested by the City Council, Mayor, or community?

The City of Chelan's Comprehensive Plan Transportation Element identifies goals and policies related to providing safe, efficient, and environmentally sensitive transportation networks for all users including pedestrians, bicycles, transit users, children, the elderly, and people with disabilities. Controlling intersections with roundabouts improves safety for pedestrian and vehicles while also increasing efficiency of traffic, meeting these goals and policies.

5. Community Benefit

i Describe the specific benefits to the community (economic development, public health and safety, transportation, cultural and recreational) and how those benefits will impact the community.

This project will provide improved safety and traffic circulation for all users at the intersection of Woodin Ave. and Sanders St.

6. Organizational Benefit

i List business processes or systems which will be impacted by this project and describe how they will be affected.

This project will provide improved safety and traffic circulation for all users at the intersection of Woodin Ave. and Sanders St.

7. Project Budget and Schedule

<u>Project Element</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>2027</u>	<u>2028</u>	<u>2029</u>	<u>TOTAL</u>
Design				\$ 300,000			\$ 300,000
Engineering							\$ 0
Acquisition							\$ 0
Construction					\$ 3,200,000		\$ 3,200,000
TOTAL	\$ 0	\$ 0	\$ 0	\$ 300,000	\$ 3,200,000	\$ 0	\$ 3,500,000

8. Funding

i Describe additional funding sources (other than City revenues such as sales tax, lodging tax, property tax or fees and charges) available to fund the project. What are the specific, funding sources, granting agencies, application and approval processes, and grant match requirements? What is the probability that the City will receive those funds?

This project is anticipated to be funded with \$250,000 of City Funds from the Street Capital funds and the remaining \$2,750,000 coming from Grants and other sources that have yet to be defined.

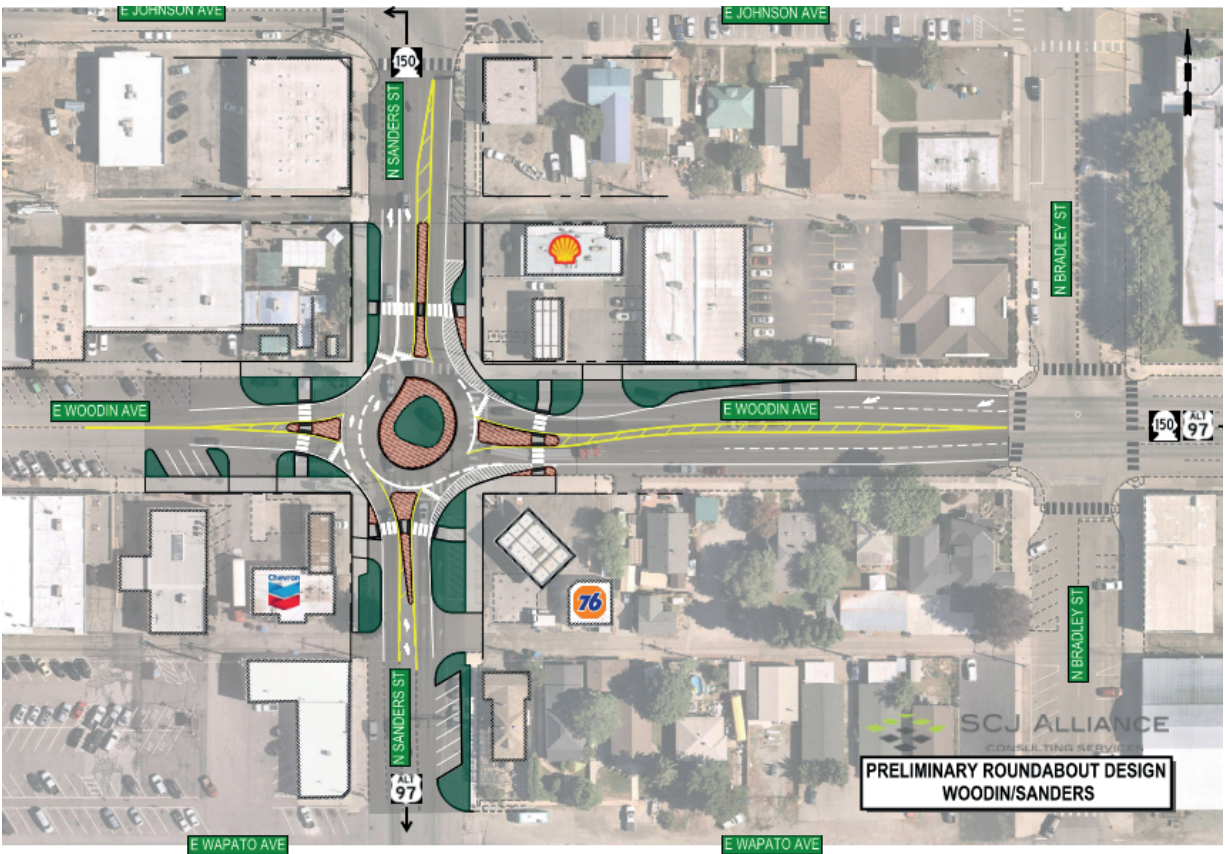
9. Operating Budget Impact

i Describe the estimated operating budget impact of the proposed project in detail. Please discuss anticipated increases or decreases in payroll, utility, professional services, or other expenditure categories as a result of the project. Discuss potential cost avoidance. Please segregate ongoing and one-time costs / savings.

This project will not affect the annual operating budget for the City's street fund.

10. Supporting Documentation

i Attach documents or photos to help support your request.



PROJECT TITLE ANNUAL SIDEWALK REPLACEMENT PROGRAM

FUND(S) Street Capital \$360,000 (\$60,000 per year)

Fiscal Year(s) 2024-2029

OVERVIEW

1. Project Background and Description

i Describe why the project is needed (what problem is being addresses) and what the project will accomplish

The City has implemented an annual concrete sidewalk program. This project helps the City maintain ADA compliance. City staff is continually evaluating the condition of sidewalks and associated ADA ramps in the City. This program provides for the City to self-perform or hire contractors through the small works roster to perform smaller scale annual improvements.

2. Project Scope

i Define the project scope. Scope answers questions including what will be done, what won't be done, and what the result will look like

Annually the City of Chelan Public Works staff identifies sidewalks and ADA ramps that are in need of repair or replacement. Depending on the project size and complexity, City staff will either self-perform the work or hire a contractor to perform the work. If a contractor is hired, the project is first advertised for competitive bid, and the completed by the contractor who is awarded the bid.

3. Project Type

Check

Repair	<input type="checkbox"/>
Replacement (replace with like capacity)	<input type="checkbox"/>
Upgrade (replace with increased capacity)	<input checked="" type="checkbox"/>
New (provides new community benefit)	<input type="checkbox"/>
Study (not identified with CIP acquisition/construction)	<input type="checkbox"/>

4. Community Goals and Strategic Planning

i Identify and describe how the project furthers specific goals of the Comprehensive Master Plan. Is the project need identified in an engineering study, master plan, strategic plan or other planning document? Please identify. Has the project been requested by the City Council, Mayor, or community?

The City of Chelan Comprehensive Plan Transportation Element identifies a goal to provide a safe transportation network that accommodates all users including pedestrians.

5. Community Benefit

i Describe the specific benefits to the community (economic development, public health and safety, transportation, cultural and recreational) and how those benefits will impact the community.

The sidewalk program helps keep pedestrian facilities in safe and working order.

6. Organizational Benefit

i List business processes or systems which will be impacted by this project and describe how they will be affected.

The sidewalk program helps keep pedestrian facilities in safe and working order.

7. Project Budget and Schedule

<u>Project Element</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>2027</u>	<u>2028</u>	<u>2029</u>	<u>TOTAL</u>
Design							\$ 0
Engineering							\$ 0
Acquisition							\$ 0
Construction	\$ 60,000	\$ 60,000	\$ 60,000	\$ 60,000	\$ 60,000	\$ 60,000	\$ 360,000
TOTAL	\$ 60,000	\$ 60,000	\$ 60,000	\$ 60,000	\$ 60,000	\$ 60,000	\$ 360,000

8. Funding

i Describe additional funding sources (other than City revenues such as sales tax, lodging tax, property tax or fees and charges) available to fund the project. What are the specific, funding sources, granting agencies, application and approval processes, and grant match requirements? What is the probability that the City will receive those funds?

This project is funded by the City of Chelan Street Fund.

9. Operating Budget Impact

i Describe the estimated operating budget impact of the proposed project in detail. Please discuss anticipated increases or decreases in payroll, utility, professional services, or other expenditure categories as a result of the project. Discuss potential cost avoidance. Please segregate ongoing and one-time costs / savings.

We do not typically see a change in the street operating budget resulting from the annual sidewalk replacement program.

PROJECT TITLE ANNUAL PAVEMENT PRESERVATION PROGRAM

FUND(S) Street Capital \$600,000 (\$150,000 per year in 2026-2029)

Fiscal Year(s) 2026-2029

OVERVIEW

1. Project Background and Description

i Describe why the project is needed (what problem is being addresses) and what the project will accomplish

This program has been one of the City's primary means for implementing pavement preservation and has been instrumental in helping prevent conditions where full depth reclamation is required. HMA overlays are just one of many preservation methods and unfortunately are often the least economical. With limited financial resources it is important for the City to utilize best practices and policies to properly manage and maintain roadway assets. Pavement Preservation is defined in the WSDOT Pavement Preservation Guide for Local Agencies as "a program employing a network level, long-term strategy that enhances pavement by using an integrated, cost-effective set of practices that extend pavement life, improve safety and meet motorist expectations. The pavement preservation plan proposed herein is intended to better fulfill this definition. It provides the flexibility to select and implement the most appropriate treatment for each individual need. Different treatments include but are not limited to the following:

- HMA Overlay
- Chip Seal
- Slurry Seal
- Micro-Surfacing
- Fog Seal
- Crack Seal

2. Project Scope

i Define the project scope. Scope answers questions including what will be done, what won't be done, and what the result will look like

The specific scope for this project has yet to be defined. The project will likely implement various pavement preservation methods based on the most cost-effective set of practices that will extend pavement life, improve safety and meet motorist expectations.

3. Project Type

	Check
Repair	<input checked="" type="checkbox"/>
Replacement (replace with like capacity)	<input checked="" type="checkbox"/>
Upgrade (replace with increased capacity)	<input checked="" type="checkbox"/>
New (provides new community benefit)	<input type="checkbox"/>
Study (not identified with CIP acquisition/construction)	<input type="checkbox"/>

4. Community Goals and Strategic Planning

i Identify and describe how the project furthers specific goals of the Comprehensive Master Plan. Is the project need identified in an engineering study, master plan, strategic plan or other planning document? Please identify. Has the project been requested by the City Council, Mayor, or community?

The City of Chelan Comprehensive Plan Transportation Element identifies a goal to provide a safe transportation network that accommodates all users including pedestrians.

5. Community Benefit

i Describe the specific benefits to the community (economic development, public health and safety, transportation, cultural and recreational) and how those benefits will impact the community.

The pavement preservation program helps keep roadway facilities in safe and working order.

6. Organizational Benefit

i List business processes or systems which will be impacted by this project and describe how they will be affected.

The pavement preservation program helps keep roadway facilities in safe and working order.

7. Project Budget and Schedule

<u>Project Element</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>2027</u>	<u>2028</u>	<u>2029</u>	<u>TOTAL</u>
Design							\$ 0
Engineering							\$ 0
Acquisition							\$ 0
Construction			\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 600,000
TOTAL	\$ 0	\$ 0	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 600,000

8. Funding

i Describe additional funding sources (other than City revenues such as sales tax, lodging tax, property tax or fees and charges) available to fund the project. What are the specific, funding sources, granting agencies, application and approval processes, and grant match requirements? What is the probability that the City will receive those funds?

This project is funded by the City of Chelan Street Fund.

9. Operating Budget Impact

i Describe the estimated operating budget impact of the proposed project in detail. Please discuss anticipated increases or decreases in payroll, utility, professional services, or other expenditure categories as a result of the project. Discuss potential cost avoidance. Please segregate ongoing and one-time costs / savings.

The City does not typically see a change in the street operating budget resulting from the annual pavement preservation program.

PROJECT TITLE Stormwater Plan

FUND(S) City Street Capital Funds (\$250,000)

Fiscal Year(s) 2024-2025

OVERVIEW

1. Project Background and Description

i Describe why the project is needed (what problem is being addresses) and what the project will accomplish

Although City of Chelan is currently not required by the Washington State Department of Ecology to have a Municipal Stormwater Permit, city staff feels it would be prudent for the City to initiate the comprehensive stormwater planning effort. We believe that being proactive in understanding the City's stormwater basins has many benefits including but not limited to:

- help the City pro-actively manage stormwater
- help qualify for construction grant opportunities
- help protect water quality in Lake Chelan
- help protect the public health and safety

2. Project Scope

i Define the project scope. Scope answers questions including what will be done, what won't be done, and what the result will look like

This project scope will include the following:

- Review existing data, maps, and stormwater system information
- Stormwater basin identification and analysis
- Stormwater basin deficiency identification
- Develop stormwater capital improvement plan and construction estimates

3. Project Type

Repair	<input type="checkbox"/>
Replacement (replace with like capacity)	<input type="checkbox"/>
Upgrade (replace with increased capacity)	<input type="checkbox"/>
New (provides new community benefit)	<input type="checkbox"/>
Study (not identified with CIP acquisition/construction)	<input type="checkbox"/>

4. Community Goals and Strategic Planning

i Identify and describe how the project furthers specific goals of the Comprehensive Master Plan. Is the project need identified in an engineering study, master plan, strategic plan or other planning document? Please identify. Has the project been requested by the City Council, Mayor, or community?

This project is being proposed by staff as a first step in beginning to formulate a plan for how the City intends to handle stormwater within its community.

5. Community Benefit

i Describe the specific benefits to the community (economic development, public health and safety, transportation, cultural and recreational) and how those benefits will impact the community.

This project will help identify infrastructure, drainage basins, basin deficiencies, and a capital improvement plan to address deficiencies.

6. Organizational Benefit

i List business processes or systems which will be impacted by this project and describe how they will be affected.

This project will help identify infrastructure, drainage basins, basin deficiencies, and a capital improvement plan to address deficiencies.

7. Project Budget and Schedule

<u>Project Element</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>2027</u>	<u>2028</u>	<u>2029</u>	<u>TOTAL</u>
Design	\$ 125,000	\$ 125,000					\$ 250,000
Engineering							\$ 0
Acquisition							\$ 0
Construction							\$ 0
TOTAL	\$ 125,000	\$ 125,000	\$ 0	\$ 0	\$ 0	\$ 0	\$ 250,000

8. Funding

i Describe additional funding sources (other than City revenues such as sales tax, lodging tax, property tax or fees and charges) available to fund the project. What are the specific, funding sources, granting agencies, application and approval processes, and grant match requirements? What is the probability that the City will receive those funds?

This project is proposed to be funded by the Street Capital budget.

9. Operating Budget Impact

i Describe the estimated operating budget impact of the proposed project in detail. Please discuss anticipated increases or decreases in payroll, utility, professional services, or other expenditure categories as a result of the project. Discuss potential cost avoidance. Please segregate ongoing and one-time costs / savings.

We do not anticipate this project will impact the City's operating budget.

SEWER

Sewer Capital Fund - Summary of Proposed 2024 through 2029 Capital Improvements Program

DPW Project No.	Description	2024 Estimated Cost																
		DE	CE	Construction	Total	2024	2025	2026	2027	2028	2029	Project Totals	LCSD Portion		LCRD Portion		City Portion	
						1	1.03	1.06	1.09	1.12	1.15		%	Total	%	Total	%	Total
		Lift Station, Force Main, and Interceptor Improvements																
		Annual Short Lived Assets Replacement			\$75,000	\$75,000	\$75,000					\$75,000					100%	\$75,000
		Annual Short Lived Assets Replacement			\$100,000	\$100,000		\$103,000				\$103,000					100%	\$103,000
		Annual Short Lived Assets Replacement			\$100,000	\$100,000		\$106,000				\$106,000					100%	\$106,000
		Annual Short Lived Assets Replacement			\$100,000	\$100,000			\$109,000			\$109,000					100%	\$109,000
		Annual Short Lived Assets Replacement			\$100,000	\$100,000				\$112,000		\$112,000					100%	\$112,000
		Annual Short Lived Assets Replacement			\$100,000	\$100,000					\$115,000	\$115,000					100%	\$115,000
	RH2 to review	Lift Station No. 3 Improvements	\$22,500	\$22,500	\$150,000	\$195,000	\$172,500					\$172,500					100%	\$172,500
	RH2 to review	Lift Station No. 1 Improvements	\$195,000	\$195,000	\$1,300,000	\$1,690,000	\$195,000	\$1,539,850				\$1,734,850					100%	\$1,734,850
	RH2 to review	Transfer Lift Station Bypass Valve Replacement	\$6,000	\$6,000	\$40,000	\$52,000		\$55,120				\$55,120	5%	\$2,756	30%	\$16,536	65%	\$35,828
	RH2 to review	CC9 Removal	\$75,000	\$75,000	\$500,000	\$650,000		\$79,500	\$626,750			\$706,250					100%	\$706,250
		Collection System Gravity Sewer Main Improvements																
		Sewer Line Replacment Project SR 150 Near Chelan Fruit		\$60,000	\$350,000	\$410,000	\$410,000					\$410,000	5%	\$20,500	30%	\$123,000	65%	\$266,500
		Downtown Sewer Line Replacment Project					\$200,000	\$1,800,000				\$2,000,000			5%	\$100,000	95%	\$1,900,000
	RH2 to review	Columbia Street Mainline Upsize	\$69,000	\$69,000	\$460,000	\$598,000		\$71,070	\$560,740			\$631,810					100%	\$631,810
		SR 150 Mainline Upsize	\$225,000	\$225,000	\$1,500,000	\$1,950,000		\$231,750	\$1,828,500			\$2,060,250					100%	\$2,060,250
		Annual Sewer Line Replacement	\$60,000	\$60,000	\$400,000	\$520,000			\$63,600	\$501,400		\$565,000					100%	\$565,000
		Annual Sewer Line Replacement	\$60,000	\$60,000	\$400,000	\$520,000			\$65,400	\$515,200		\$580,600					100%	\$580,600
		Annual Sewer Line Replacement	\$60,000	\$60,000	\$400,000	\$520,000				\$67,200	\$529,000	\$596,200					100%	\$596,200
	RH2 to review	Annual Sewer Line Replacement	\$60,000	\$60,000	\$400,000	\$520,000					\$69,000	\$69,000					100%	\$69,000
		WWTP Projects																
	RH2 to review	Secodary Treatment System Engineering Report				\$160,000			\$169,600			\$169,600	5%	\$8,480	30%	\$50,880	65%	\$110,240
		WWTP Improvements Project	\$300,000	\$300,000	\$2,000,000	\$2,600,000				\$336,000	\$2,645,000	\$2,981,000	5%	\$149,050	30%	\$894,300	65%	\$1,937,650
		Miscellaneous Projects																
		General Sewer Plan Update	\$50,000			\$50,000			\$53,000			\$53,000					100%	\$53,000
		Sewer Rate Study	\$50,000			\$50,000				\$56,000		\$56,000					100%	\$56,000
		ANNUAL PROJECT FUNDING REQUESTED					\$1,052,500	\$3,745,670	\$2,916,060	\$1,302,550	\$1,086,400	\$3,358,000	\$13,461,180					

Sewer Capital Projects Fund - Cash Flow Projections 2024-2029						
	2024	2025	2026	2027	2028	2029
Cash on Hand Beginning of Year	183,798	819,248	2,413,268	964,309	1,120,517	1,566,918
Transfer In - Rates Revenue	1,704,653	1,506,393	1,573,152	1,643,460	1,717,504	1,795,482
Other Revenues (GFC, Assessments, Int)	500,000	500,000	500,000	500,000	500,000	500,000
*Possible Grant Revenue		1,750,000				
LCSD and LCRD Project Reimbursements		100,000	78,652			1,043,350
Revenue Bond Issue		2,000,000				
Use of Cash - Debt Service	(516,703)	(516,703)	(516,703)	(516,703)	(516,703)	(516,703)
Use of Cash - Projected Revenue Bond Issue 2025			(168,000)	(168,000)	(168,000)	(168,000)
Use of Cash - Projects	(1,052,500)	(3,745,670)	(2,916,060)	(1,302,550)	(1,086,400)	(3,358,000)
Cash on Hand End of Year	819,248	2,413,268	964,309	1,120,517	1,566,918	863,048

*Favorable grant opportunites through the Washington State Department of Ecology. If unsucessful the Capital Improvement Plan will be revised in subsequent years.

PROJECT TITLE ANNUAL SHORT LIVED ASSETS

FUND(S) Sewer \$620,000

Fiscal Year(s) Annually

OVERVIEW

1. Project Background and Description

i Describe why the project is needed (what problem is being addresses) and what the project will accomplish

The City will continue the replacement of annual short lived assets. Due to the number of lift stations within the City's sewer collection system, it is not feasible to estimate minor improvements, such as in-kind replacement of mechanical and electrical equipment, at each location. For the purposes of budgeting, an annual fund is being proposed that would establish means for incremental replacement of short-lived assets at lift stations during the planning period.

2. Project Scope

i Define the project scope. Scope answers questions including what will be done, what won't be done, and what the result will look like

This project will facilitate replacement of minor improvements within the collection system. This typically will include in-kind replacement of mechanical and electrical equipment such as control valves, motor control centers, SCADA equipment, and all other appurtenances.

3. Project Type

	Check
Repair	<input type="checkbox"/>
Replacement (replace with like capacity)	<input checked="" type="checkbox"/>
Upgrade (replace with increased capacity)	<input checked="" type="checkbox"/>
New (provides new community benefit)	<input type="checkbox"/>
Study (not identified with CIP acquisition/construction)	<input type="checkbox"/>

4. Community Goals and Strategic Planning

i Identify and describe how the project furthers specific goals of the Comprehensive Master Plan. Is the project need identified in an engineering study, master plan, strategic plan or other planning document? Please identify. Has the project been requested by the City Council, Mayor, or community?

The project is included within the City's 2021 General Sewer Plan.

5. Community Benefit

i Describe the specific benefits to the community (economic development, public health and safety, transportation, cultural and recreational) and how those benefits will impact the community.

The proposed improvements help protect the health and safety of the public primarily by keeping critical sewer collection system infrastructure operational.

6. Organizational Benefit

i List business processes or systems which will be impacted by this project and describe how they will be affected.

The proposed improvements will reduce maintenance costs. New sewer pipe installed on straight lines and grades requires less annual maintenance (jetting, rodding, etc.) and reduces risk to damages to private property caused by sewer blockages.

7. Project Budget and Schedule

Project Element	2024	2025	2026	2027	2028	2029	TOTAL
Design							\$ 0
Engineering							\$ 0
Acquisition							\$ 0
Construction	\$ 75,000	\$ 103,000	\$ 106,000	\$ 109,000	\$ 112,000	\$ 115,000	\$ 620,000
TOTAL	\$ 75,000	\$ 103,000	\$ 106,000	\$ 109,000	\$ 112,000	\$ 115,000	\$ 620,000

8. Funding

i Describe additional funding sources (other than City revenues such as sales tax, lodging tax, property tax or fees and charges) available to fund the project. What are the specific, funding sources, granting agencies, application and approval processes, and grant match requirements? What is the probability that the City will receive those funds?

Funded through the Sewer Capital Fund. This project was identified in City's 2021 General Sewer Plan and is supported by current utility rates.

9. Operating Budget Impact

i Describe the estimated operating budget impact of the proposed project in detail. Please discuss anticipated increases or decreases in payroll, utility, professional services, or other expenditure categories as a result of the project. Discuss potential cost avoidance. Please segregate ongoing and one-time costs / savings.

The proposed improvement will reduce the labor, equipment, and materials associated with operating and maintaining the sewer utility.

PROJECT TITLE LIFT STATION NO. 3 IMPROVEMENTS

FUND(S) Sewer Capital \$172,500

Fiscal Year(s) 2024

OVERVIEW

1. Project Background and Description

i Describe why the project is needed (what problem is being addresses) and what the project will accomplish

This project is intended to remedy deficiencies at Lift Station No. 3. The existing lift station is aging and difficult to maintain. Additionally, the collection pipes for this lift station are near or below lake level, under structures, are inaccessible, and are aging and difficult to maintain.

2. Project Scope

i Define the project scope. Scope answers questions including what will be done, what won't be done, and what the result will look like

This project scope will complete improvements to the collection system and lift station in the area served by the existing Lift Station No. 3. Final design of the lift station and collection system is to be provided by the engineer.

3. Project Type

Check

Repair	<input type="checkbox"/>
Replacement (replace with like capacity)	<input checked="" type="checkbox"/>
Upgrade (replace with increased capacity)	<input checked="" type="checkbox"/>
New (provides new community benefit)	<input type="checkbox"/>
Study (not identified with CIP acquisition/construction)	<input type="checkbox"/>

4. Community Goals and Strategic Planning

i Identify and describe how the project furthers specific goals of the Comprehensive Master Plan. Is the project need identified in an engineering study, master plan, strategic plan or other planning document? Please identify. Has the project been requested by the City Council, Mayor, or community?

The project is included within the City's 2021 General Sewer Plan.

5. Community Benefit

i Describe the specific benefits to the community (economic development, public health and safety, transportation, cultural and recreational) and how those benefits will impact the community.

The proposed improvement helps facilitate satisfactory operation of the City's sewer utility which ultimately helps protect the health and safety of the public.

6. Organizational Benefit

i List business processes or systems which will be impacted by this project and describe how they will be affected.

The proposed improvement will reduce maintenance costs and provide a more reliable operation of the lift station and collection system.

7. Project Budget and Schedule

Project Element	2024	2025	2026	2027	2028	2029	TOTAL
Design							\$ 0
Engineering							\$ 0
Acquisition							\$ 0
Construction	\$ 172,500						\$ 172,500
TOTAL	\$ 172,500	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 172,500

8. Funding

i Describe additional funding sources (other than City revenues such as sales tax, lodging tax, property tax or fees and charges) available to fund the project. What are the specific, funding sources, granting agencies, application and approval processes, and grant match requirements? What is the probability that the City will receive those funds?

Funded through the Sewer Capital Fund. This project was identified in City's 2021 General Sewer Plan and is supported by current utility rates.

9. Operating Budget Impact

i Describe the estimated operating budget impact of the proposed project in detail. Please discuss anticipated increases or decreases in payroll, utility, professional services, or other expenditure categories as a result of the project. Discuss potential cost avoidance. Please segregate ongoing and one-time costs / savings.

The proposed improvement will reduce the labor, equipment, and materials associated with operating and maintaining the sewer utility.

10. Supporting Documentation



Attach documents or photos to help support your request.



PROJECT TITLE LIFT STATION NO. 1 CONVERSION

FUND(S) Sewer Captial \$1,734,850

Fiscal Year(s) 2024-2025

OVERVIEW

1. Project Background and Description

i Describe why the project is needed (what problem is being addresses) and what the project will accomplish

This project improvement is intended to convert Lift Station No. 1 to a submersible pump station, which the City is currently moving toward converting all existing lift stations into submersible pump stations. This old lift station including existing infrastructure has exceeded its useful service life, and the existing setup as a wet pit/dry pit has historically been problematic for the City to operate and maintain. The City has been in the process of converting sewer lift stations to submersible pump stations for more reliable operations and uniformity among pump stations.

2. Project Scope

i Define the project scope. Scope answers questions including what will be done, what won't be done, and what the result will look like

This project scope will include complete conversion of the existing station into a submersible pump station. Final design of the lift station conversion is to be provided by the engineer.

3. Project Type

	Check
Repair	<input type="checkbox"/>
Replacement (replace with like capacity)	<input checked="" type="checkbox"/>
Upgrade (replace with increased capacity)	<input checked="" type="checkbox"/>
New (provides new community benefit)	<input type="checkbox"/>
Study (not identified with CIP acquisition/construction)	<input type="checkbox"/>

4. Community Goals and Strategic Planning

i Identify and describe how the project furthers specific goals of the Comprehensive Master Plan. Is the project need identified in an engineering study, master plan, strategic plan or other planning document? Please identify. Has the project been requested by the City Council, Mayor, or community?

The project is included within the City's 2021 General Sewer Plan.

5. Community Benefit

i Describe the specific benefits to the community (economic development, public health and safety, transportation, cultural and recreational) and how those benefits will impact the community.

The proposed improvement helps facilitate satisfactory operation of the City's sewer utility which ultimately helps protect the health and safety of the public.

6. Organizational Benefit

i List business processes or systems which will be impacted by this project and describe how they will be affected.

The proposed improvement will reduce maintenance costs and provide a more reliable operation of the pump station and uniformity among other pump stations.

7. Project Budget and Schedule

<u>Project Element</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>2027</u>	<u>2028</u>	<u>2029</u>	<u>TOTAL</u>
Design	\$ 195,000						\$ 195,000
Engineering							\$ 0
Acquisition							\$ 0
Construction		\$ 1,539,850					\$ 1,539,850
TOTAL	\$ 195,000	\$ 1,539,850	\$ 0	\$ 0	\$ 0	\$ 0	\$ 1,734,850

8. Funding

i Describe additional funding sources (other than City revenues such as sales tax, lodging tax, property tax or fees and charges) available to fund the project. What are the specific, funding sources, granting agencies, application and approval processes, and grant match requirements? What is the probability that the City will receive those funds?

Funded through the Sewer Capital Fund. This project was identified in City's 2021 General Sewer Plan and is supported by current utility rates.

9. Operating Budget Impact

i Describe the estimated operating budget impact of the proposed project in detail. Please discuss anticipated increases or decreases in payroll, utility, professional services, or other expenditure categories as a result of the project. Discuss potential cost avoidance. Please segregate ongoing and one-time costs / savings.

The proposed improvement will reduce the labor, equipment, and materials associated with operating and maintaining the sewer utility.

10. Supporting Documentation



Attach documents or photos to help support your request.



PROJECT TITLE **TRANSFER LIFT STATION BYPASS VALVE REPL**

FUND(S) Sewer Capital \$55,120

(5% LCSD \$2,756, 30% LCRD \$16,536, 65% CITY \$35,828)

Fiscal Year(s) **2026**

OVERVIEW

1. Project Background and Description

i Describe why the project is needed (what problem is being addresses) and what the project will accomplish

This project improvement is intended to remedy inoperable valves within the Transfer Lift Station site. Existing below-grade valve used to bypass influent from the wet well to the equalization basins is no longer operable. The valve is necessary to isolate the wet well for cleaning.

2. Project Scope

i Define the project scope. Scope answers questions including what will be done, what won't be done, and what the result will look like

This project scope will include complete replacement of inoperable valves at the Transfer Lift Station. Final design of the valve replacement project is to be provided by the engineer.

3. Project Type

Check

Repair	<input type="checkbox"/>
Replacement (replace with like capacity)	<input checked="" type="checkbox"/>
Upgrade (replace with increased capacity)	<input checked="" type="checkbox"/>
New (provides new community benefit)	<input type="checkbox"/>
Study (not identified with CIP acquisition/construction)	<input type="checkbox"/>

4. Community Goals and Strategic Planning

i Identify and describe how the project furthers specific goals of the Comprehensive Master Plan. Is the project need identified in an engineering study, master plan, strategic plan or other planning document? Please identify. Has the project been requested by the City Council, Mayor, or community?

The project is included within the City's 2021 General Sewer Plan.

5. Community Benefit

i Describe the specific benefits to the community (economic development, public health and safety, transportation, cultural and recreational) and how those benefits will impact the community.

The proposed improvement helps facilitate satisfactory operation of the City's sewer utility which ultimately helps protect the health and safety of the public.

6. Organizational Benefit

i List business processes or systems which will be impacted by this project and describe how they will be affected.

The proposed improvement will reduce maintenance costs and provide a more reliable operation of the transfer lift station.

7. Project Budget and Schedule

<u>Project Element</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>2027</u>	<u>2028</u>	<u>2029</u>	<u>TOTAL</u>
Design			\$ 8,000				\$ 8,000
Engineering							\$ 0
Acquisition							\$ 0
Construction			\$ 47,120				\$ 47,120
TOTAL	\$ 0	\$ 0	\$ 55,120	\$ 0	\$ 0	\$ 0	\$ 55,120

8. Funding

i Describe additional funding sources (other than City revenues such as sales tax, lodging tax, property tax or fees and charges) available to fund the project. What are the specific, funding sources, granting agencies, application and approval processes, and grant match requirements? What is the probability that the City will receive those funds?

Funded through the Sewer Capital Fund. This project was identified in City's 2021 General Sewer Plan and is supported by current utility rates. Funding sources include 5% from Lake Chelan Sewer District \$2,756, 30% from Lake Chelan Reclamation District \$16,536 with the remaining 65% City of Chelan \$35,828

9. Operating Budget Impact

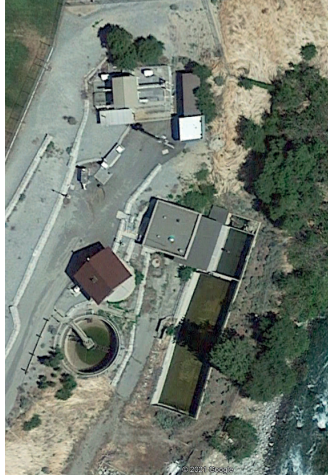
i Describe the estimated operating budget impact of the proposed project in detail. Please discuss anticipated increases or decreases in payroll, utility, professional services, or other expenditure categories as a result of the project. Discuss potential cost avoidance. Please segregate ongoing and one-time costs / savings.

The proposed improvement will reduce the labor, equipment, and materials associated with operating and maintaining the sewer utility.

10. Supporting Documentation



Attach documents or photos to help support your request.



PROJECT TITLE LIFT STATION NO. 9 REMOVAL

FUND(S) Sewer Capital \$706,250

Fiscal Year(s) 2026-2027

OVERVIEW

1. Project Background and Description

i Describe why the project is needed (what problem is being addresses) and what the project will accomplish

This project improvement is intended to remove Lift Station No. 9 and install gravity sewer infrastructure allowing the demolition of Lift Station No. 9. This old lift station has exceeded its useful services life, and the existing pumping equipment has historically been problematic for the City to operate and maintain.

2. Project Scope

i Define the project scope. Scope answers questions including what will be done, what won't be done, and what the result will look like

This project scope will include complete demolition of the existing station into a gravity collection system. Final design of the lift station removal is to be provided by the engineer.

3. Project Type

Check

Repair	<input type="checkbox"/>
Replacement (replace with like capacity)	<input type="checkbox"/>
Upgrade (replace with increased capacity)	<input checked="" type="checkbox"/>
New (provides new community benefit)	<input type="checkbox"/>
Study (not identified with CIP acquisition/construction)	<input type="checkbox"/>

4. Community Goals and Strategic Planning

i Identify and describe how the project furthers specific goals of the Comprehensive Master Plan. Is the project need identified in an engineering study, master plan, strategic plan or other planning document? Please identify. Has the project been requested by the City Council, Mayor, or community?

The project is included within the City's 2021 General Sewer Plan.

5. Community Benefit

i Describe the specific benefits to the community (economic development, public health and safety, transportation, cultural and recreational) and how those benefits will impact the community.

The proposed improvement helps facilitate satisfactory operation of the City's sewer utility which ultimately helps protect the health and safety of the public.

6. Organizational Benefit

i List business processes or systems which will be impacted by this project and describe how they will be affected.

The proposed improvement will reduce maintenance costs and provide a more reliable operation of the sewer collection system.

7. Project Budget and Schedule

<u>Project Element</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>2027</u>	<u>2028</u>	<u>2029</u>	<u>TOTAL</u>
Design							\$ 0
Engineering							\$ 0
Acquisition							\$ 0
Construction			\$ 79,500	\$ 626,750			\$ 706,250
TOTAL	\$ 0	\$ 0	\$ 79,500	\$ 626,750	\$ 0	\$ 0	\$ 706,250

8. Funding

i Describe additional funding sources (other than City revenues such as sales tax, lodging tax, property tax or fees and charges) available to fund the project. What are the specific, funding sources, granting agencies, application and approval processes, and grant match requirements? What is the probability that the City will receive those funds?

Funded through the Sewer Capital Fund. This project was identified in City's 2021 General Sewer Plan and is supported by current utility rates.

9. Operating Budget Impact

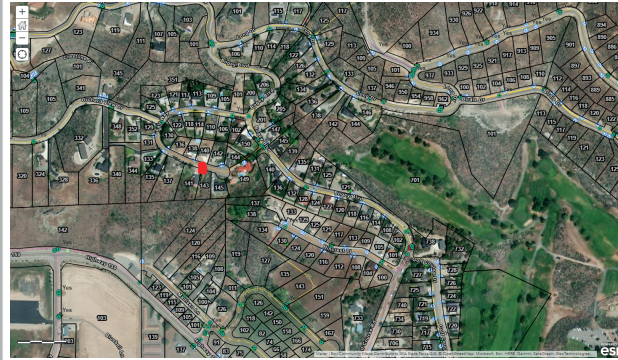
i Describe the estimated operating budget impact of the proposed project in detail. Please discuss anticipated increases or decreases in payroll, utility, professional services, or other expenditure categories as a result of the project. Discuss potential cost avoidance. Please segregate ongoing and one-time costs / savings.

The proposed improvement will reduce the labor, equipment, and materials associated with operating and maintaining the sewer utility.

10. Supporting Documentation



Attach documents or photos to help support your request.



PROJECT TITLE **SR150 SEWER MAIN REPLACEMENT (NEAR CHELAN FRUIT)**

FUND(S) Sewer Capital \$410,000

Fiscal Year(s) 2024

OVERVIEW

1. Project Background and Description

i Describe why the project is needed (what problem is being addresses) and what the project will accomplish

This project improvement is intended to remedy sewer collection system capacity issues. The existing 21-inch collection system piping along SR 150 near Chelan Fruit discharges to a 16-inch pipe prior to flowing through the low-pressure interceptor to the WWTP. At this transition, the manholes surcharge significantly. A portion of (or all) the 16-inch pipe should be up-sized to at least 21-inch pipe and the transition from the existing 21-inch pipe should be realigned to avoid surcharging at current and future flows.

2. Project Scope

i Define the project scope. Scope answers questions including what will be done, what won't be done, and what the result will look like

This project scope will include replacement of the 16-inch sewer main and pipe/manhole realignment near Chelan Fruit along SR 150. Final design of the improvements is be provided by the engineer.

3. Project Type

Check

Repair	<input type="checkbox"/>
Replacement (replace with like capacity)	<input checked="" type="checkbox"/>
Upgrade (replace with increased capacity)	<input checked="" type="checkbox"/>
New (provides new community benefit)	<input type="checkbox"/>
Study (not identified with CIP acquisition/construction)	<input type="checkbox"/>

4. Community Goals and Strategic Planning

i Identify and describe how the project furthers specific goals of the Comprehensive Master Plan. Is the project need identified in an engineering study, master plan, strategic plan or other planning document? Please identify. Has the project been requested by the City Council, Mayor, or community?

The project is included within the City's 2021 General Sewer Plan.

5. Community Benefit

i Describe the specific benefits to the community (economic development, public health and safety, transportation, cultural and recreational) and how those benefits will impact the community.

The proposed improvement helps facilitate satisfactory operation of the City's sewer utility which ultimately helps protect the health and safety of the public.

6. Organizational Benefit

i List business processes or systems which will be impacted by this project and describe how they will be affected.

The proposed improvement will reduce maintenance costs and provide a more reliable operation of the wastewater collection system.

7. Project Budget and Schedule

<u>Project Element</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>2027</u>	<u>2028</u>	<u>2029</u>	<u>TOTAL</u>
Design							\$ 0
Engineering							\$ 0
Acquisition							\$ 0
Construction	\$ 410,000						\$ 410,000
TOTAL	\$ 410,000	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 410,000

8. Funding

i Describe additional funding sources (other than City revenues such as sales tax, lodging tax, property tax or fees and charges) available to fund the project. What are the specific, funding sources, granting agencies, application and approval processes, and grant match requirements? What is the probability that the City will receive those funds?

Funded through the Sewer Capital Fund. This project was identified in City's 2021 General Sewer Plan and is supported by current utility rates.

9. Operating Budget Impact

i Describe the estimated operating budget impact of the proposed project in detail. Please discuss anticipated increases or decreases in payroll, utility, professional services, or other expenditure categories as a result of the project. Discuss potential cost avoidance. Please segregate ongoing and one-time costs / savings.

The proposed improvement will reduce the labor, equipment, and materials associated with operating and maintaining the sewer utility.

10. Supporting Documentation



Attach documents or photos to help support your request.



PROJECT TITLE DOWNTOWN SEWER PIPE REPLACEMENT PROJECT

FUND(S) Sewer \$2,000,000 (5% LCRD \$100,000. 95% CITY \$1,900,000)

Fiscal Year(s) 2024-2025

OVERVIEW

1. Project Background and Description

i Describe why the project is needed (what problem is being addresses) and what the project will accomplish

Historically the City utilized an annual sewer pipe replacement project in the Capital Improvement Plan for up sizing and replacing aging and undersized pipes within the main zone. This project has been needed due to old infrastructure that has exceeded its useful life. City staff has re-evaluated this approach and would like to recommend an alternative approach that would accomplish the same purpose but be a larger scale project that would only be executed approximately every three years. This approach would help facilitate the ability to capture a larger economy of scale and also combine, where applicable, other utility and street projects (water, storm, sidewalks, etc.).

2. Project Scope

i Define the project scope. Scope answers questions including what will be done, what won't be done, and what the result will look like

The scope of this project will be defined in 2024 through a pre-design effort. The following information will be utilized to help define the project scope:

Maintenance Records and Condition Assessments-During annual sewer cleaning City Staff has been making notes on the maintenance records of sewer pipes that are showing signs of meeting or exceeding their useful life span. In 2023 the City will be replacing its sewer camera. Once replaced, an effort to assess the conditions of the sewer pipes that have been identified will take place.

Historically Problematic Areas-Evaluate areas that have have historically problematic

Capacity Analysis-Utilize hydraulic modeling to perform capacity analysis of sewer infrastructure

Complete Project Opportunities-Sewer line replacement will be considered in areas that are in need of other utility work. This will help provide a complete utility restoration and facilitate a full width asphalt surface restoration that hopefully will not need to be re-excavated over the life cycle of the road surface. We plan to specifically focus on the areas that will be replacing water as part of the "Downtown Pipe Capacity Improvements Phase 2" Project.

A complete project scope will be presented to City Council for approval in 2024 prior to bidding the project for construction.

3. Project Type

Check

Repair	<input type="checkbox"/>
Replacement (replace with like capacity)	<input type="checkbox"/>
Upgrade (replace with increased capacity)	<input type="checkbox"/>
New (provides new community benefit)	<input type="checkbox"/>
Study (not identified with CIP acquisition/construction)	<input type="checkbox"/>

4. Community Goals and Strategic Planning

i Identify and describe how the project furthers specific goals of the Comprehensive Master Plan. Is the project need identified in an engineering study, master plan, strategic plan or other planning document? Please identify. Has the project been requested by the City Council, Mayor, or community?

The project is included within the City's 2021 General Sewer Plan.

5. Community Benefit

i Describe the specific benefits to the community (economic development, public health and safety, transportation, cultural and recreational) and how those benefits will impact the community.

The proposed improvements help protect the health and safety of the public primarily by reducing sewer leaks and damage caused by sewer backups.

6. Organizational Benefit

i List business processes or systems which will be impacted by this project and describe how they will be affected.

The proposed improvements will reduce maintenance costs. New sewer pipe installed on straight lines and grades requires less annual maintenance (jetting, rodding, etc.) and reduces risk to damages to private property caused by sewer blockages.

7. Project Budget and Schedule

<u>Project Element</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>2027</u>	<u>2028</u>	<u>2029</u>	<u>TOTAL</u>
Design	\$ 200,000						\$ 200,000
Engineering							\$ 0
Acquisition							\$ 0
Construction		\$ 1,800,000					\$ 1,800,000
TOTAL	\$ 200,000	\$ 1,800,000	\$ 0	\$ 0	\$ 0	\$ 0	\$ 2,000,000

8. Funding

i Describe additional funding sources (other than City revenues such as sales tax, lodging tax, property tax or fees and charges) available to fund the project. What are the specific, funding sources, granting agencies, application and approval processes, and grant match requirements? What is the probability that the City will receive those funds?

Funded through the Sewer Capital Fund. This project was identified in City's 2021 General Sewer Plan and is supported by current utility rates. Funding sources, 5% Lake Chelan Reclamation District, 95% City of Chelan, \$1,900,000.

9. Operating Budget Impact

i Describe the estimated operating budget impact of the proposed project in detail. Please discuss anticipated increases or decreases in payroll, utility, professional services, or other expenditure categories as a result of the project. Discuss potential cost avoidance. Please segregate ongoing and one-time costs / savings.

The proposed improvement will reduce the labor, equipment, and materials associated with operating and maintaining the sewer utility.

PROJECT TITLE **Columbia Street Mainline Improvements**

FUND(S) Sewer Capital \$631,810

Fiscal Year(s) 2025-2026

OVERVIEW

1. Project Background and Description

i Describe why the project is needed (what problem is being addresses) and what the project will accomplish

This project is intended to replace various sections of 12-inch sewer main piping with 15-inch sewer main piping along Columbia St. Based upon hydraulic analysis this section of sewer piping will reach maximum capacity. Additionally, replacing these various sections of piping brings the system up to minimum standards set forth in the City of Chelan Development Standards. Total length of piping is approximately 425 LF.

2. Project Scope

i Define the project scope. Scope answers questions including what will be done, what won't be done, and what the result will look like

The scope of work includes removal of old sewer piping and installing new 15 inch piping in accordance with City Development Standards. This project will require fairly substantial roadway and traffic impacts, therefore as the project approaches, we will assess various options for performing a comprehensive utility upgrade including storm drainage, sanitary sewer, and water system.

3. Project Type

	Check
Repair	<input type="checkbox"/>
Replacement (replace with like capacity)	<input checked="" type="checkbox"/>
Upgrade (replace with increased capacity)	<input checked="" type="checkbox"/>
New (provides new community benefit)	<input type="checkbox"/>
Study (not identified with CIP acquisition/construction)	<input type="checkbox"/>

4. Community Goals and Strategic Planning

i Identify and describe how the project furthers specific goals of the Comprehensive Master Plan. Is the project need identified in an engineering study, master plan, strategic plan or other planning document? Please identify. Has the project been requested by the City Council, Mayor, or community?

The project is included within the City's 2021 General Sewer Plan.

5. Community Benefit

i Describe the specific benefits to the community (economic development, public health and safety, transportation, cultural and recreational) and how those benefits will impact the community.

The proposed improvement provides a system which is adequately sized to service both current and future demands and ultimately better protect the health and safety of the public.

6. Organizational Benefit

i List business processes or systems which will be impacted by this project and describe how they will be affected.

The proposed improvement provides a system which is adequately sized to service both current and future demands and ultimately better protect the health and safety of the public.

7. Project Budget and Schedule

<u>Project Element</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>2027</u>	<u>2028</u>	<u>2029</u>	<u>TOTAL</u>
Design		\$ 71,070					\$ 71,070
Engineering							\$ 0
Acquisition							\$ 0
Construction			\$ 560,740				\$ 560,740
TOTAL	\$ 0	\$ 71,070	\$ 560,740	\$ 0	\$ 0	\$ 0	\$ 631,810

8. Funding

i Describe additional funding sources (other than City revenues such as sales tax, lodging tax, property tax or fees and charges) available to fund the project. What are the specific, funding sources, granting agencies, application and approval processes, and grant match requirements? What is the probability that the City will receive those funds?

Funded through the Sewer Capital Fund. This project was identified in City's 2021 General Sewer Plan and is supported by current utility rates.

9. Operating Budget Impact

i Describe the estimated operating budget impact of the proposed project in detail. Please discuss anticipated increases or decreases in payroll, utility, professional services, or other expenditure categories as a result of the project. Discuss potential cost avoidance. Please segregate ongoing and one-time costs / savings.

The proposed improvements will reduce the labor, equipment, and materials associated with operating and maintaining the sewer utility.

10. Supporting Documentation



Attach documents or photos to help support your request.



PROJECT TITLE SR 150 Mainline Upsize

FUND(S) Sewer Capital \$2,060,250

Fiscal Year(s) 2025-2026

OVERVIEW

1. Project Background and Description

i Describe why the project is needed (what problem is being addresses) and what the project will accomplish

This project is intended to replace various sections of 8-inch and 10-inch sewer main piping with 15-inch sewer main piping along SR 150 from W Highland Ave to N Columbia St. The existing sewer is old concrete piping, it's under sized, and has reached its useful service life. The new sewer piping will be upgraded from concrete to PVC, and will be a larger diameter which will help minimize the need to repair clogged lines. Additionally, replacing these various sections of piping brings the system up to minimum standards set forth in the City of Chelan Development Standards. Total length of piping is approximately 2,400 LF.

2. Project Scope

i Define the project scope. Scope answers questions including what will be done, what won't be done, and what the result will look like

The scope of work includes removal of old sewer piping and installing new 15-inch piping in accordance with City Development Standards. This project will require fairly substantial roadway and traffic impacts, therefore as the project approaches, we will assess various options for performing a comprehensive utility upgrade including storm drainage, sanitary sewer, and water system.

Projected construction and project management cost in 2026 of \$1,828,500

3. Project Type

Check

Repair	<input type="checkbox"/>
Replacement (replace with like capacity)	<input checked="" type="checkbox"/>
Upgrade (replace with increased capacity)	<input checked="" type="checkbox"/>
New (provides new community benefit)	<input type="checkbox"/>
Study (not identified with CIP acquisition/construction)	<input type="checkbox"/>

4. Community Goals and Strategic Planning

i Identify and describe how the project furthers specific goals of the Comprehensive Master Plan. Is the project need identified in an engineering study, master plan, strategic plan or other planning document? Please identify. Has the project been requested by the City Council, Mayor, or community?

The project is included within the City's 2021 General Sewer Plan.

5. Community Benefit

i Describe the specific benefits to the community (economic development, public health and safety, transportation, cultural and recreational) and how those benefits will impact the community.

The proposed improvement provides a system which is adequately sized to service both current and future demands and ultimately better protect the health and safety of the public.

6. Organizational Benefit

i List business processes or systems which will be impacted by this project and describe how they will be affected.

The proposed improvement provides a system which is adequately sized to service both current and future demands and ultimately better protect the health and safety of the public.

7. Project Budget and Schedule

<u>Project Element</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>2027</u>	<u>2028</u>	<u>2029</u>	<u>TOTAL</u>
Design		\$ 231,750					\$ 231,750
Engineering							\$ 0
Acquisition							\$ 0
Construction			\$ 1,828,500				\$ 1,828,500
TOTAL	\$ 0	\$ 231,750	\$ 1,828,500	\$ 0	\$ 0	\$ 0	\$ 2,060,250

8. Funding

i Describe additional funding sources (other than City revenues such as sales tax, lodging tax, property tax or fees and charges) available to fund the project. What are the specific, funding sources, granting agencies, application and approval processes, and grant match requirements? What is the probability that the City will receive those funds?

Funded through the Sewer Capital Fund. This project was identified in City's 2021 General Sewer Plan and is supported by current utility rates.

9. Operating Budget Impact

i Describe the estimated operating budget impact of the proposed project in detail. Please discuss anticipated increases or decreases in payroll, utility, professional services, or other expenditure categories as a result of the project. Discuss potential cost avoidance. Please segregate ongoing and one-time costs / savings.

The proposed improvements will reduce the labor, equipment, and materials associated with operating and maintaining the sewer utility.

10. Supporting Documentation



Attach documents or photos to help support your request.



PROJECT TITLE ANNUAL SEWER PIPE REPLACEMENT

FUND(S) Sewer \$1,810,800

Fiscal Year(s) 2026-2029

OVERVIEW

1. Project Background and Description

i Describe why the project is needed (what problem is being addresses) and what the project will accomplish

The City will restart an annual replacement program in 2026 to replace old pipe which is nearing the end of its useful life. This annual replacement program will help replace sewer pipe infrastructure which has exceeded its useful service life throughout the City. The City has several problematic areas, although these areas will be prioritized in-house by the Public Works staff. Replacement of old sewer piping will help reduce the potential for plugged sewer lines which typically result in damage to private property. Additionally, the new infrastructure will be in compliance with City of Chelan Development Standards. Exact locations of sewer replacement will be selected based on engineering judgment, maintenance records, input from operations staff, and sewer line camera footage.

2. Project Scope

i Define the project scope. Scope answers questions including what will be done, what won't be done, and what the result will look like

The project scope will include removal of existing sewer piping and installation of new piping which meets requirements per Development Standards. Impacts to surrounding areas, traffic, roadways, etc. is to be determined upon selection of areas to be replaced. All areas are to be restored upon completion. The infrastructure has reached the end of its useful service life. This project will be combined with a project the replaces water piping.

3. Project Type

Check

Repair	<input type="checkbox"/>
Replacement (replace with like capacity)	<input checked="" type="checkbox"/>
Upgrade (replace with increased capacity)	<input checked="" type="checkbox"/>
New (provides new community benefit)	<input type="checkbox"/>
Study (not identified with CIP acquisition/construction)	<input type="checkbox"/>

4. Community Goals and Strategic Planning

i Identify and describe how the project furthers specific goals of the Comprehensive Master Plan. Is the project need identified in an engineering study, master plan, strategic plan or other planning document? Please identify. Has the project been requested by the City Council, Mayor, or community?

The project is included within the City's 2021 General Sewer Plan.

5. Community Benefit

i Describe the specific benefits to the community (economic development, public health and safety, transportation, cultural and recreational) and how those benefits will impact the community.

The proposed improvements help protect the health and safety of the public primarily by reducing sewer leaks and damage caused by sewer backups.

6. Organizational Benefit

i List business processes or systems which will be impacted by this project and describe how they will be affected.

The proposed improvements will reduce maintenance costs. New sewer pipe installed on straight lines and grades requires less annual maintenance (jetting, rodding, etc.) and reduces risk to damages to private property caused by sewer blockages.

7. Project Budget and Schedule

<u>Project Element</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>2027</u>	<u>2028</u>	<u>2029</u>	<u>TOTAL</u>
Design			\$ 63,600	\$ 65,400	\$ 67,200	\$ 69,000	\$ 265,200
Engineering							\$ 0
Acquisition							\$ 0
Construction				\$ 501,400	\$ 515,200	\$ 529,000	\$ 1,545,600
TOTAL	\$ 0	\$ 0	\$ 63,600	\$ 566,800	\$ 582,400	\$ 598,000	\$ 1,810,800

8. Funding

i Describe additional funding sources (other than City revenues such as sales tax, lodging tax, property tax or fees and charges) available to fund the project. What are the specific, funding sources, granting agencies, application and approval processes, and grant match requirements? What is the probability that the City will receive those funds?

Funded through the Sewer Capital Fund. This project was identified in City's 2021 General Sewer Plan and is supported by current utility rates.

9. Operating Budget Impact

i Describe the estimated operating budget impact of the proposed project in detail. Please discuss anticipated increases or decreases in payroll, utility, professional services, or other expenditure categories as a result of the project. Discuss potential cost avoidance. Please segregate ongoing and one-time costs / savings.

The proposed improvement will reduce the labor, equipment, and materials associated with operating and maintaining the sewer utility.

PROJECT TITLE Secondary Treatment System Engineering Report

FUND(S) Sewer Capital \$169,600
(5% LCSD \$8,480, 30% LCRD \$50,880, 65% City \$110,240)

Fiscal Year(s) 2026

OVERVIEW

1. Project Background and Description

i Describe why the project is needed (what problem is being addresses) and what the project will accomplish

Engineering reports are required by WAC 173-240-060 for projects with the potential to impact unit process or plant capacity. Completing an analysis and report of the secondary treatment process will allow the City to better understand the operational parameters of the WWTP and plan for future upgrades. The report will review the existing treatment system (RBCs), RBC tankage, nitrogen removal and enhanced biological phosphorus removal, primary and secondary sludge production and processing.

2. Project Scope

i Define the project scope. Scope answers questions including what will be done, what won't be done, and what the result will look like

The report will review the existing treatment system (RBCs), RBC tankage, nitrogen removal and enhanced biological phosphorus removal, primary and secondary sludge production and processing.

3. Project Type

Check

Repair	<input type="checkbox"/>
Replacement (replace with like capacity)	<input type="checkbox"/>
Upgrade (replace with increased capacity)	<input type="checkbox"/>
New (provides new community benefit)	<input type="checkbox"/>
Study (not identified with CIP acquisition/construction)	<input checked="" type="checkbox"/>

4. Community Goals and Strategic Planning

i Identify and describe how the project furthers specific goals of the Comprehensive Master Plan. Is the project need identified in an engineering study, master plan, strategic plan or other planning document? Please identify. Has the project been requested by the City Council, Mayor, or community?

The project is included within the City's 2021 General Sewer Plan.

5. Community Benefit

i Describe the specific benefits to the community (economic development, public health and safety, transportation, cultural and recreational) and how those benefits will impact the community.

Having better understanding of the flow and loading capacity and condition of the secondary treatment system will allow the City to plan better and avoid capacity issues that would negatively affect the health and safety of the public.

6. Organizational Benefit

i List business processes or systems which will be impacted by this project and describe how they will be affected.

Having better understanding of the flow and loading capacity and condition of the secondary treatment system will allow the City to plan better and avoid capacity issues that would negatively affect the health and safety of the public.

7. Project Budget and Schedule

<u>Project Element</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>2027</u>	<u>2028</u>	<u>2029</u>	<u>TOTAL</u>
Design			\$ 169,600				\$ 169,600
Engineering							\$ 0
Acquisition							\$ 0
Construction							\$ 0
TOTAL	\$ 0	\$ 0	\$ 169,600	\$ 0	\$ 0	\$ 0	\$ 169,600

8. Funding

i Describe additional funding sources (other than City revenues such as sales tax, lodging tax, property tax or fees and charges) available to fund the project. What are the specific, funding sources, granting agencies, application and approval processes, and grant match requirements? What is the probability that the City will receive those funds?

Funded through the Sewer Capital Fund. This project was identified in City's 2021 General Sewer Plan and is supported by current utility rates. 5% Lake Chelan Sewer District \$8,480. 30% Lake Chelan Reclamation District \$50,880 and 65% City of Chelan \$110,240.

9. Operating Budget Impact

i Describe the estimated operating budget impact of the proposed project in detail. Please discuss anticipated increases or decreases in payroll, utility, professional services, or other expenditure categories as a result of the project. Discuss potential cost avoidance. Please segregate ongoing and one-time costs / savings.

We do not anticipate this project to affect the operating budget.

10. Supporting Documentation



Attach documents or photos to help support your request.



PROJECT TITLE MISC WWTP IMPROVEMENTS

FUND(S) Sewer Capital \$2,981,000 (65% CITY \$1,937,650)
(5% LCSD \$149,050 & 30% LCRD \$894,300)

Fiscal Year(s) 2027-2028

OVERVIEW

1. Project Background and Description

i Describe why the project is needed (what problem is being addresses) and what the project will accomplish

This project improvement is intended to repair the WWTP membrane roof and enclose the sludge bin storage area. The existing membrane roofing system on the WWTP buildings are leaking and need to be repaired or replaced. The exterior location of the sludge bin allows for freezing of the sludge during the winter months. This project budget allows for the simple enclosure of a small area of the sludge bin and repair or replacement of WWTP building membrane roofs.

2. Project Scope

i Define the project scope. Scope answers questions including what will be done, what won't be done, and what the result will look like

The exact scope of the necessary improvements is unknown at this time, but this project will result in repaired/replaced membrane roofs at the WWTP and enclosed sludge bin storage area.

3. Project Type

	Check
Repair	<input type="checkbox"/>
Replacement (replace with like capacity)	<input checked="" type="checkbox"/>
Upgrade (replace with increased capacity)	<input checked="" type="checkbox"/>
New (provides new community benefit)	<input type="checkbox"/>
Study (not identified with CIP acquisition/construction)	<input type="checkbox"/>

4. Community Goals and Strategic Planning

i Identify and describe how the project furthers specific goals of the Comprehensive Master Plan. Is the project need identified in an engineering study, master plan, strategic plan or other planning document? Please identify. Has the project been requested by the City Council, Mayor, or community?

The project is included within the City's 2021 General Sewer Plan.

5. Community Benefit

i Describe the specific benefits to the community (economic development, public health and safety, transportation, cultural and recreational) and how those benefits will impact the community.

The proposed improvement helps facilitate satisfactory operation of the City's sewer utility which ultimately helps protect the health and safety of the public.

6. Organizational Benefit

i List business processes or systems which will be impacted by this project and describe how they will be affected.

The proposed improvement will reduce maintenance costs and provide a more reliable operation of the wastewater treatment plant.

7. Project Budget and Schedule

<u>Project Element</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>2027</u>	<u>2028</u>	<u>2029</u>	<u>TOTAL</u>
Design					\$ 336,000		\$ 336,000
Engineering							\$ 0
Acquisition							\$ 0
Construction						\$ 2,645,000	\$ 2,645,000
TOTAL	\$ 0	\$ 0	\$ 0	\$ 0	\$ 336,000	\$ 2,645,000	\$ 2,981,000

8. Funding

i Describe additional funding sources (other than City revenues such as sales tax, lodging tax, property tax or fees and charges) available to fund the project. What are the specific, funding sources, granting agencies, application and approval processes, and grant match requirements? What is the probability that the City will receive those funds?

Funded through the Sewer Capital Fund. This project was identified in City's 2021 General Sewer Plan and is supported by current utility rates. Funding sources include 5% from Lake Chelan Sewer District \$149,050, 30% from Lake Chelan Reclamation District \$894,300 with the remaining 65% City of Chelan \$1,937,650.

9. Operating Budget Impact

i Describe the estimated operating budget impact of the proposed project in detail. Please discuss anticipated increases or decreases in payroll, utility, professional services, or other expenditure categories as a result of the project. Discuss potential cost avoidance. Please segregate ongoing and one-time costs / savings.

The proposed improvement will reduce the labor, equipment, and materials associated with operating and maintaining the sewer utility.

10. Supporting Documentation



Attach documents or photos to help support your request.



PROJECT TITLE General Sewer Plan Update

FUND(S) Sewer Capital \$53,000

Fiscal Year(s) 2026

OVERVIEW

1. Project Background and Description

i Describe why the project is needed (what problem is being addresses) and what the project will accomplish

The City of Chelan has a 2021 General Sewer Plan (GSP) that was prepared in accordance with WAC 173-240-050. The purpose of the general sewer plan is to:

- Evaluate current sewer flow data and projected future flows and loading
- Identify areas where additional flow and monitoring information is needed
- To analyze the current sewer system to determine if it meets the minimum requirements mandated by the Washington State Department of Ecology (ECY) and the City's own policies and design criteria.
- To assess infiltration and inflow (I/I) based on metered water usage, precipitation, average daily temperatures, and wastewater flows.
- To determine the overall reliability and vulnerability of the current wastewater lift stations.
- To identify existing and projected land use patterns in and adjacent to the City and their impacts on existing and future facilities.
- To identify sewer system improvements that will resolve current system deficiencies and accommodate future system growth or expansion.
- To prepare a schedule of improvements that meets the goals of the City's financial program.

City staff believes it is prudent for the City to make investments in keeping the plan current and up to date as it is the primary component that influences the Sewer Capital Improvement Program.

2. Project Scope

i Define the project scope. Scope answers questions including what will be done, what won't be done, and what the result will look like

This project will update the existing components of the City's current 2021 General Sewer Plan.

3. Project Type

Check

Repair	<input type="checkbox"/>
Replacement (replace with like capacity)	<input type="checkbox"/>
Upgrade (replace with increased capacity)	<input type="checkbox"/>
New (provides new community benefit)	<input type="checkbox"/>
Study (not identified with CIP acquisition/construction)	<input checked="" type="checkbox"/>

4. Community Goals and Strategic Planning

i Identify and describe how the project furthers specific goals of the Comprehensive Master Plan. Is the project need identified in an engineering study, master plan, strategic plan or other planning document? Please identify. Has the project been requested by the City Council, Mayor, or community?

The project is basis behind the City's Sewer Capital Improvement Plan.

5. Community Benefit

i Describe the specific benefits to the community (economic development, public health and safety, transportation, cultural and recreational) and how those benefits will impact the community.

The proposed update will indirectly help facilitate satisfactory operation of the City's sewer utility which ultimately helps protect the health and safety of the public.

6. Organizational Benefit

i List business processes or systems which will be impacted by this project and describe how they will be affected.

The proposed work will indirectly reduce maintenance costs and provide a more reliable operation of the wastewater collection system.

7. Project Budget and Schedule

<u>Project Element</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>2027</u>	<u>2028</u>	<u>2029</u>	<u>TOTAL</u>
Design			\$ 53,000				\$ 53,000
Engineering							\$ 0
Acquisition							\$ 0
Construction							\$ 0
TOTAL	\$ 0	\$ 0	\$ 53,000	\$ 0	\$ 0	\$ 0	\$ 53,000

8. Funding

i Describe additional funding sources (other than City revenues such as sales tax, lodging tax, property tax or fees and charges) available to fund the project. What are the specific, funding sources, granting agencies, application and approval processes, and grant match requirements? What is the probability that the City will receive those funds?


Funded through the Sewer Capital Fund.

9. Operating Budget Impact

i Describe the estimated operating budget impact of the proposed project in detail. Please discuss anticipated increases or decreases in payroll, utility, professional services, or other expenditure categories as a result of the project. Discuss potential cost avoidance. Please segregate ongoing and one-time costs / savings.

The proposed update will not directly affect the City's Operating Budget.

10.Supporting Documentation

 *Attach documents or photos to help support your request.*



PROJECT TITLE **Water and Sewer Rate Study**

FUND(S) 50% Water Capital (\$50,000) 50% Sewer Capital (\$50,000)

Fiscal Year(s) 2028

OVERVIEW

1. Project Background and Description

i Describe why the project is needed (what problem is being addresses) and what the project will accomplish

An effective rate study generates a pricing structure and financial plan that satisfies the long-term obligations of the utility and targets equitable cost recovery from customers while conforming to legal constraints, agency policies, and community values. An updated water and sewer rate study will be necessary to ensure that connection charges and monthly rates will sustain the operational and capital needs of both the water and sewer systems.

2. Project Scope

i Define the project scope. Scope answers questions including what will be done, what won't be done, and what the result will look like

The City will contract with a professional service provider to update the existing water and sewer rate model to ensure connection charges and monthly rates will continue to sustain operational and capital needs for the City.

3. Project Type

Repair	<input type="checkbox"/>
Replacement (replace with like capacity)	<input type="checkbox"/>
Upgrade (replace with increased capacity)	<input type="checkbox"/>
New (provides new community benefit)	<input type="checkbox"/>
Study (not identified with CIP acquisition/construction)	<input checked="" type="checkbox"/>

4. Community Goals and Strategic Planning

i Identify and describe how the project furthers specific goals of the Comprehensive Master Plan. Is the project need identified in an engineering study, master plan, strategic plan or other planning document? Please identify. Has the project been requested by the City Council, Mayor, or community?

A utility rate study aligns with many community goals and strategic planning efforts. The Rate Study aligns with Goal CFP III of the adopted 2018 Water Comprehensive Plan to consider the City's fiscal position and community needs by optimizing available funds.

5. Community Benefit

i Describe the specific benefits to the community (economic development, public health and safety, transportation, cultural and recreational) and how those benefits will impact the community.

A utility rate study will help sustain the operational and capital needs of both the water and sewer systems.

6. Organizational Benefit

i List business processes or systems which will be impacted by this project and describe how they will be affected.

A utility rate study will help sustain the operational and capital needs of both the water and sewer systems.

7. Project Budget and Schedule

<u>Project Element</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>2027</u>	<u>2028</u>	<u>2029</u>	<u>TOTAL</u>
Design					\$ 56,000		\$ 56,000
Engineering							\$ 0
Acquisition							\$ 0
Construction							\$ 0
TOTAL	\$ 0	\$ 0	\$ 0	\$ 0	\$ 56,000	\$ 0	\$ 56,000

8. Funding

i Describe additional funding sources (other than City revenues such as sales tax, lodging tax, property tax or fees and charges) available to fund the project. What are the specific, funding sources, granting agencies, application and approval processes, and grant match requirements? What is the probability that the City will receive those funds?

50% Water Fund. 50% Sewer Fund.

9. Operating Budget Impact

i Describe the estimated operating budget impact of the proposed project in detail. Please discuss anticipated increases or decreases in payroll, utility, professional services, or other expenditure categories as a result of the project. Discuss potential cost avoidance. Please segregate ongoing and one-time costs / savings.

We do not anticipate this will affect the operating budgets of either the water or sewer funds.

WATER

Water Capital Fund - Summary of Proposed 2024 through 2029 Capital Improvements Program

Description	2023 Estimated Cost										
	DE	CE	Construction	Total	2024	2025	2026	2027	2028	2029	Project Totals
					1	1.03	1.06	1.09	1.12	1.15	
Water Main Improvements											
Airport Watermain Installation	\$100,200	\$100,200	\$668,000	\$868,250	\$347,300	\$536,579					\$883,879
Anderson Road Water System Improvements	\$3,450	\$3,450	\$23,000	\$30,000		\$30,900					\$30,900
AC Pipe Replacement (once every 4 years)	\$57,750	\$57,750	\$385,000	\$500,000			\$61,215	\$482,598			\$543,813
Hiland Farms Watermain Upsize			\$250,000	\$250,000	\$250,000						\$250,000
Main Zone Capacity Improvements Project Phase 2	\$236,550	\$236,550	\$1,577,000	\$2,050,000	\$236,550	\$1,867,957					\$2,104,507
Main Zone Capacity Improvements Project Phase 3	\$115,350	\$115,350	\$769,000	\$1,000,000					\$129,192	\$1,017,003	\$1,146,195
Monte Carlo Drive Watermain Improvements	\$73,800	\$73,800	\$492,000	\$640,000					\$82,656	\$650,670	\$733,326
Replace 8" Submarine Line	\$225,000	\$225,000	\$1,500,000	\$1,950,000	\$172,500	\$1,599,075					\$1,771,575
Riviera Dr. Watermain Replacement	\$48,900	\$48,900	\$326,000	\$424,000		\$50,367	\$397,394				\$447,761
Pressure Reducing Stations, Booster Pump Stations, Reservoirs											
Boyd Rd. and Pinnacle BPSs and PRV Upgrades	\$49,050	\$49,050	\$327,000	\$425,000	\$425,000						\$425,000
El Dorado PRV Upgrades	\$18,450	\$18,450	\$123,000	\$160,000		\$164,800					\$164,800
High Street BPS Improvements	\$18,450	\$18,450	\$123,000	\$160,000				\$174,400			\$174,400
Pinnacle Reservoir No. 2	\$119,250	\$119,250	\$795,000	\$1,033,500				\$129,983	\$1,023,960		\$1,153,943
Raw Water Pump Station Pump Purchase and Install	\$23,100	\$23,100	\$154,000	\$200,000	\$200,000						\$200,000
Washington St. BPS Improvements	\$28,800	\$28,800	\$192,000	\$250,000	\$300,000						\$300,000
WTP Projects											
Chlorine Scrubber Repairs	\$19,080	\$19,080	\$89,040	\$127,200	\$127,200						\$127,200
Miscellaneous Projects											
Annual Shortlived Asset Replacement			\$106,000	\$106,000	\$106,000						\$106,000
Annual Shortlived Asset Replacement			\$106,000	\$106,000		\$109,180					\$109,180
Annual Shortlived Asset Replacement			\$106,000	\$106,000			\$112,360				\$112,360
Annual Shortlived Asset Replacement			\$106,000	\$106,000				\$115,540			\$115,540
Annual Shortlived Asset Replacement			\$106,000	\$106,000					\$118,720		\$118,720
Annual Shortlived Asset Replacement			\$106,000	\$106,000						\$121,900	\$121,900
Lead and Copper Rule Revisions				\$150,000	\$150,000						\$150,000
Water and Sewer Rate Study Update				\$50,000					\$56,000		\$56,000
Water Comprehensive Plan				\$175,000		\$180,250					\$180,250
ANNUAL PROJECT FUNDING REQUESTED					\$2,314,550	\$4,539,107	\$570,969	\$902,520	\$1,410,528	\$1,789,573	\$11,527,247
ANNUAL PROJECTED CASH FLOWS OUT TO FUND CAPITAL ACTIVITY					\$2,314,550	\$4,539,107	\$570,969	\$902,520	\$1,410,528	\$1,789,573	\$11,527,247

Water Capital Projects Fund - Cash Flow Projections 2024-2029							
	2023	2024	2025	2026	2027	2028	2029
Projected Cash on Hand Beginning of Year	3,074,482	2,207,697	1,465,684	483,209	1,364,803	1,982,556	2,162,860
Transfer In - Rates Revenue	1502407	1,296,138	1,280,357	1,344,375	1,411,594	1,482,174	1,556,283
Other Revenues (GFC, Assessments, Interest, etc)	497000	500,000	500,000	500,000	500,000	500,000	500,000
Revenue Bond Issue			2,000,000				
Use of Cash - Debt Service on Outstanding @ 12/31/23	(223,439)	(223,601)	(223,725)	(223,812)	(223,321)	(223,342)	(223,816)
Use of Cash - Revenue Bonds Projected in 2026				(168,000)	(168,000)	(168,000)	(168,000)
Use of Cash - Projects	(2,642,753)	(2,314,550)	(4,539,107)	(570,969)	(902,520)	(1,410,528)	(1,789,573)
Projected Cash on Hand at Year End		2,207,697	1,465,684	483,209	1,364,803	1,982,556	2,162,860
							2,037,755

PROJECT TITLE Airport Watermain Extension

FUND(S) Water Capital \$8,701,582
(City = \$868,250; others = \$7,833,332)

Fiscal Year(s) 2024 - 2025

OVERVIEW

1. Project Background and Description

i Describe why the project is needed (what problem is being addresses) and what the project will accomplish

The proposed project includes the installation of a new 16" diameter waterline extending from the northeast portion of the City's existing water system infrastructure to the airport area. The new waterline will provide water available to protect the airport area from fire damage. A small diameter recirculation pipeline will be included to reduce water stagnation.

Access to water and adequate fire flow enables the City to apply for FAA airport development grant promoting the long term growth of the Airport. Additional benefits may include the promotion of attainable and workforce housing enabled by access to potable water.

2. Project Scope

i Define the project scope. Scope answers questions including what will be done, what won't be done, and what the result will look like

The proposed project includes the installation of a new waterline extending from approximately 23300 US HWY 97A Chelan, WA 98816 to approximately 56 Airport Way Chelan, WA 98816. The new waterline will provide water available to protect the airport and surrounding area from fire damage.

3. Project Type

Repair	<input type="checkbox"/>
Replacement (replace with like capacity)	<input type="checkbox"/>
Upgrade (replace with increased capacity)	<input type="checkbox"/>
New (provides new community benefit)	<input checked="" type="checkbox"/>
Study (not identified with CIP acquisition/construction)	<input type="checkbox"/>

4. Community Goals and Strategic Planning

i Identify and describe how the project furthers specific goals of the Comprehensive Master Plan. Is the project need identified in an engineering study, master plan, strategic plan or other planning document? Please identify. Has the project been requested by the City Council, Mayor, or community?

This project aligns with goals and policies in the City's adopted Water System Plan, namely:

- Goal CFP I - Provide and maintain adequate public facilities and services for today's population and future.
- Goal CFP II - Ensure that public facilities are adequate to serve the planned land use patterns in the City and its Urban Growth Area.
- Goal CFP III - Consider the City's fiscal position and community needs by optimizing available funds and seeking new revenue sources
- Goal CFP V - Develop and maintain a system of wastewater treatment and disposal and water supply and distribution which will support the future development of the area.

5. Community Benefit

i Describe the specific benefits to the community (economic development, public health and safety, transportation, cultural and recreational) and how those benefits will impact the community.

The project will improve community safety for those using and living adjacent to the Lake Chelan Airport by providing water available for fighting fire.

6. Organizational Benefit

i List business processes or systems which will be impacted by this project and describe how they will be affected.

The project will improve community safety for those using and living adjacent to the Lake Chelan Airport by providing water available for fighting fire.

7. Project Budget and Schedule

<u>Project Element</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>2027</u>	<u>2028</u>	<u>2029</u>	<u>TOTAL</u>
Design	\$ 347,300						\$ 347,300
Engineering							\$ 0
Acquisition							\$ 0
Construction		\$ 536,579					\$ 536,579
TOTAL	\$ 347,300	\$ 536,579	\$ 0	\$ 0	\$ 0	\$ 0	\$ 883,879

8. Funding

i Describe additional funding sources (other than City revenues such as sales tax, lodging tax, property tax or fees and charges) available to fund the project. What are the specific, funding sources, granting agencies, application and approval processes, and grant match requirements? What is the probability that the City will receive those funds?

This project is funded, in part, through the Water Fund. Utility rates are structured to support the estimated cost of the City's committed portion of project. The City has committed \$868,250. Other funds are committed by Chelan County (\$666,666), Chelan-Douglas Regional Port Authority (\$666,666), and Washington State Department of Commerce (\$6,500,000).

9. Operating Budget Impact

i Describe the estimated operating budget impact of the proposed project in detail. Please discuss anticipated increases or decreases in payroll, utility, professional services, or other expenditure categories as a result of the project. Discuss potential cost avoidance. Please segregate ongoing and one-time costs / savings.

We do not anticipate this project will measurably change labor, equipment, and materials associated with operating and maintaining the water utility.

PROJECT TITLE Anderson Rd. Water System Improvements

FUND(S) Water Capital \$30,900

Fiscal Year(s) 2025

OVERVIEW

1. Project Background and Description

i Describe why the project is needed (what problem is being addresses) and what the project will accomplish

The City of Chelan received American Rescue Plan Act funds to assist with public health and economic recovery from the COVID-19 pandemic. The City has elected to contribute a portion of those funds to assist in development of attainable housing. More specifically, the City intends to contribute dollars to development by the Chelan Valley Housing Trust on Anderson Rd. by assisting with infrastructure costs. A portion of the infrastructure costs include some minor improvements to the City water system in the area of the proposed development (installation of hydrants, etc.).

2. Project Scope

i Define the project scope. Scope answers questions including what will be done, what won't be done, and what the result will look like

The project includes the installation of fire hydrants and surface restoration around the fire hydrants in the area of proposed development by the CVHT.

3. Project Type

Repair	<input type="checkbox"/>
Replacement (replace with like capacity)	<input type="checkbox"/>
Upgrade (replace with increased capacity)	<input type="checkbox"/>
New (provides new community benefit)	<input checked="" type="checkbox"/>
Study (not identified with CIP acquisition/construction)	<input type="checkbox"/>

4. Community Goals and Strategic Planning

i Identify and describe how the project furthers specific goals of the Comprehensive Master Plan. Is the project need identified in an engineering study, master plan, strategic plan or other planning document? Please identify. Has the project been requested by the City Council, Mayor, or community?

This project aligns with goals and policies in the City's adopted Water System Plan, namely:

- Goal CFP I - Provide and maintain adequate public facilities and services for today's population and future.
- Goal CFP II - Ensure that public facilities are adequate to serve the planned land use patterns in the City and its Urban Growth Area.
- Goal CFP III - Consider the City's fiscal position and community needs by optimizing available funds and seeking new revenue sources
- Goal CFP V - Develop and maintain a system of wastewater treatment and disposal and water supply and distribution which will support the future development of the area.

5. Community Benefit

i Describe the specific benefits to the community (economic development, public health and safety, transportation, cultural and recreational) and how those benefits will impact the community.

The community will benefit by the construction of attainable housing and additional fire protection on Anderson Rd.

6. Organizational Benefit

i List business processes or systems which will be impacted by this project and describe how they will be affected.

The community will benefit by the construction of attainable housing and additional fire protection on Anderson Rd.

7. Project Budget and Schedule

<u>Project Element</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>2027</u>	<u>2028</u>	<u>2029</u>	<u>TOTAL</u>
Design							\$ 0
Engineering							\$ 0
Acquisition							\$ 0
Construction		\$ 30,900					\$ 30,900
TOTAL	\$ 0	\$ 30,900	\$ 0	\$ 0	\$ 0	\$ 0	\$ 30,900

8. Funding

i Describe additional funding sources (other than City revenues such as sales tax, lodging tax, property tax or fees and charges) available to fund the project. What are the specific, funding sources, granting agencies, application and approval processes, and grant match requirements? What is the probability that the City will receive those funds?

This project is funded through the Water Fund. Utility rates are structured to support the estimated cost of this project.

9. Operating Budget Impact

i Describe the estimated operating budget impact of the proposed project in detail. Please discuss anticipated increases or decreases in payroll, utility, professional services, or other expenditure categories as a result of the project. Discuss potential cost avoidance. Please segregate ongoing and one-time costs / savings.

We do not anticipate this project will measurably change labor, equipment, and materials associated with operating and maintaining the water utility.

10.Supporting Documentation

 Attach documents or photos to help support your request.



PROJECT TITLE AC Pipe Replacement (once every 4 years)

FUND(S) Water Capital \$543,813

Fiscal Year(s) 2026-2027

OVERVIEW

1. Project Background and Description

i Describe why the project is needed (what problem is being addresses) and what the project will accomplish

This project is intended to occur once every 4 years to replace aged AC pipe within the main pressure zone to a minimum of 8-inch as required per City of Chelan Development Standards. This project is needed due to old infrastructure that's undersized and needs to be replaced in alleys and main distribution lines in streets. Areas to be replaced will be determined at a later time based on recommendations from the Public Works staff.

2. Project Scope

i Define the project scope. Scope answers questions including what will be done, what won't be done, and what the result will look like

This project involves removing and replacing various sections of water main piping throughout the City in accordance with City Development Standards. Locations TBD, prioritized based on staff discretion.

3. Project Type

Repair	<input type="checkbox"/>
Replacement (replace with like capacity)	<input checked="" type="checkbox"/>
Upgrade (replace with increased capacity)	<input checked="" type="checkbox"/>
New (provides new community benefit)	<input type="checkbox"/>
Study (not identified with CIP acquisition/construction)	<input type="checkbox"/>

4. Community Goals and Strategic Planning

i Identify and describe how the project furthers specific goals of the Comprehensive Master Plan. Is the project need identified in an engineering study, master plan, strategic plan or other planning document? Please identify. Has the project been requested by the City Council, Mayor, or community?

This project aligns with goals and policies in the City's adopted Water System Plan, namely:

- Goal CFP I - Provide and maintain adequate public facilities and services for today's population and future.
- Goal CFP II - Ensure that public facilities are adequate to serve the planned land use patterns in the City and its Urban Growth Area.
- Goal CFP III - Consider the City's fiscal position and community needs by optimizing available funds and seeking new revenue sources
- Goal CFP V - Develop and maintain a system of wastewater treatment and disposal and water supply and distribution which will support the future development of the area.

5. Community Benefit

i Describe the specific benefits to the community (economic development, public health and safety, transportation, cultural and recreational) and how those benefits will impact the community.

This project will help increase available water flow and assist in reducing water loss.

6. Organizational Benefit

i List business processes or systems which will be impacted by this project and describe how they will be affected.

This project will help reduce emergency water line repairs, service calls, and increase water use efficiency.

7. Project Budget and Schedule

Project Element	2024	2025	2026	2027	2028	2029	TOTAL
Design			\$ 61,215				\$ 61,215
Engineering							\$ 0
Acquisition							\$ 0
Construction				\$ 482,598			\$ 482,598
TOTAL	\$ 0	\$ 0	\$ 61,215	\$ 482,598	\$ 0	\$ 0	\$ 543,813

8. Funding

i Describe additional funding sources (other than City revenues such as sales tax, lodging tax, property tax or fees and charges) available to fund the project. What are the specific, funding sources, granting agencies, application and approval processes, and grant match requirements? What is the probability that the City will receive those funds?

This project is funded through the Water Fund. Utility rates are structured to support the estimated cost of this project.

9. Operating Budget Impact

i Describe the estimated operating budget impact of the proposed project in detail. Please discuss anticipated increases or decreases in payroll, utility, professional services, or other expenditure categories as a result of the project. Discuss potential cost avoidance. Please segregate ongoing and one-time costs / savings.

This project will reduce annual operation and maintenance costs by reducing emergency water line repairs and service calls.

PROJECT TITLE Hiland Farms Waterline Upsize

FUND(S) Water Capital \$250,000

Fiscal Year(s) 2024

OVERVIEW

1. Project Background and Description

i Describe why the project is needed (what problem is being addresses) and what the project will accomplish

A 27-lot short plat is planned to be constructed in 2024 east of the small golf course roundabout at the top of No See Um Rd. The Developer is required to install a waterline meeting the availability requirements of the development. City staff is interested in partnering with the Developer via Development Agreement to have the Developer install a 16" waterline rather than the 8" waterline required to meet their needs. By upsizing this waterline, 1,500 lineal feet (20%) of the transmission main connecting the proposed East Chelan Reservoir to the north shore users would be constructed.

2. Project Scope

i Define the project scope. Scope answers questions including what will be done, what won't be done, and what the result will look like

The City would pay the cost difference for materials and installation between a 16" and 8" waterline. By upsizing this waterline, 1,500 lineal feet (20%) of the transmission main connecting the proposed East Chelan Reservoir to the north shore users would be constructed.

3. Project Type

Repair	<input type="checkbox"/>
Replacement (replace with like capacity)	<input type="checkbox"/>
Upgrade (replace with increased capacity)	<input type="checkbox"/>
New (provides new community benefit)	<input checked="" type="checkbox"/>
Study (not identified with CIP acquisition/construction)	<input type="checkbox"/>

4. Community Goals and Strategic Planning

i Identify and describe how the project furthers specific goals of the Comprehensive Master Plan. Is the project need identified in an engineering study, master plan, strategic plan or other planning document? Please identify. Has the project been requested by the City Council, Mayor, or community?

This project aligns with goals and policies in the City's adopted Water System Plan, namely:

- Goal CFP I - Provide and maintain adequate public facilities and services for today's population and future.
- Goal CFP II - Ensure that public facilities are adequate to serve the planned land use patterns in the City and its Urban Growth Area.
- Goal CFP III - Consider the City's fiscal position and community needs by optimizing available funds and seeking new revenue sources
- Goal CFP V - Develop and maintain a system of wastewater treatment and disposal and water supply and distribution which will support the future development of the area.

5. Community Benefit

i Describe the specific benefits to the community (economic development, public health and safety, transportation, cultural and recreational) and how those benefits will impact the community.

This project benefits the community by increasing the likelihood of future redundancy of the Darnell's Booster Pump Station.

6. Organizational Benefit

i List business processes or systems which will be impacted by this project and describe how they will be affected.

This project benefits the community by increasing the likelihood of future redundancy of the Darnell's Booster Pump Station.

7. Project Budget and Schedule

<u>Project Element</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>2027</u>	<u>2028</u>	<u>2029</u>	<u>TOTAL</u>
Design							\$ 0
Engineering							\$ 0
Acquisition							\$ 0
Construction	\$ 250,000						\$ 250,000
TOTAL	\$ 250,000	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 250,000

8. Funding

i Describe additional funding sources (other than City revenues such as sales tax, lodging tax, property tax or fees and charges) available to fund the project. What are the specific, funding sources, granting agencies, application and approval processes, and grant match requirements? What is the probability that the City will receive those funds?

This project is funded through the Water Fund. Utility rates are structured to support the estimated cost of this project.

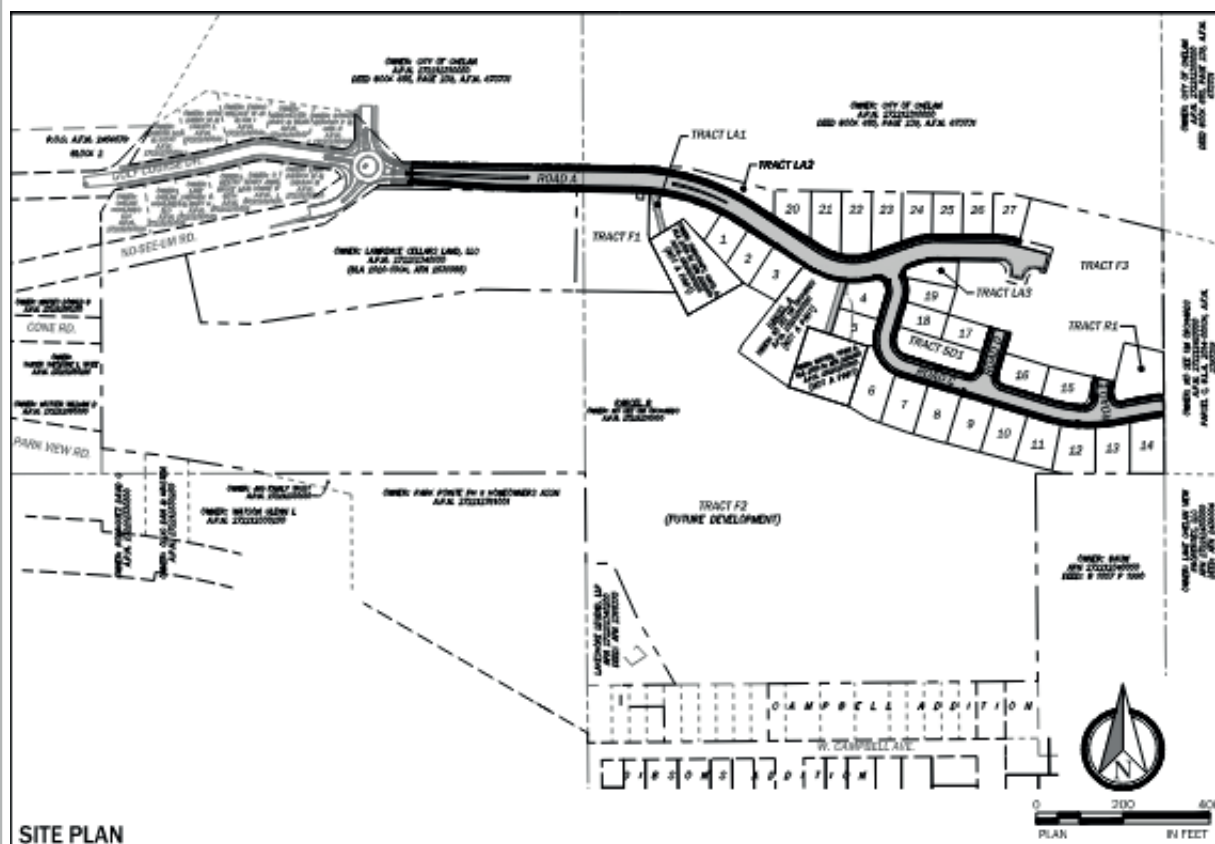
9. Operating Budget Impact

i Describe the estimated operating budget impact of the proposed project in detail. Please discuss anticipated increases or decreases in payroll, utility, professional services, or other expenditure categories as a result of the project. Discuss potential cost avoidance. Please segregate ongoing and one-time costs / savings.

We do not anticipate this project will measurably change labor, equipment, and materials associated with operating and maintaining the water utility.

10. Supporting Documentation

 *Attach documents or photos to help support your request.*



PROJECT TITLE Main Zone Capacity Improvements Project 2

FUND(S) Water Capital \$2,104,507

Fiscal Year(s) 2024-2025

OVERVIEW

1. Project Background and Description

i Describe why the project is needed (what problem is being addresses) and what the project will accomplish

Historically the City utilized an annual pipe replacement project in the Capital Improvement Plan for up sizing and replacing aging and undersized pipes within the main pressure zone. This project has been needed due to old infrastructure that's undersized and needs to be replaced such as 2" galvanized and 4" asbestos concrete pipe in alleys and main distribution lines in streets. City staff has re-evaluated this approach and has proceeded with an alternative approach that accomplishes the same purpose but as a larger scale project only be executed approximately every three years. This approach helps facilitate the ability to capture a larger economy of scale and also combine, where applicable, other utility and street projects (sewer, storm, sidewalks, etc.).

2. Project Scope

i Define the project scope. Scope answers questions including what will be done, what won't be done, and what the result will look like

In recent years the City has been experiencing intermittent pressure fluctuations in the downtown water pressure zone. In 2023 the City completed an initial project (Main Zone Capacity Improvements Project Phase I) that replaced approximately 1,600 LF of water pipe and added an additional pump in the Darnell's Water Booster Pump Station. This project will continue to focus on building improved transmission capacity in the downtown pressure zone. Although the scope of this work has not been defined it will likely focus on the following water line replacements:

- Columbia Street between Woodin and Nixon Avenue (~1200 LF)
- Nixon Avenue between Sanders and Navarre Street (~1000LF)
- Navarre Street between Nixon and Woodin Avenue (~1300 LF)

A pre-design and desing effort in 2024 will help define the scope of this project. The proposed projects will be presented to the City Council prior to bidding and awarding a construction contract.

3. Project Type

Check

Repair	<input type="checkbox"/>
Replacement (replace with like capacity)	<input checked="" type="checkbox"/>
Upgrade (replace with increased capacity)	<input checked="" type="checkbox"/>
New (provides new community benefit)	<input type="checkbox"/>
Study (not identified with CIP acquisition/construction)	<input type="checkbox"/>

4. Community Goals and Strategic Planning

i Identify and describe how the project furthers specific goals of the Comprehensive Master Plan. Is the project need identified in an engineering study, master plan, strategic plan or other planning document?

This project aligns with goals and policies in the City's adopted Water System Plan, namely:

- Goal CFP I - Provide and maintain adequate public facilities and services for today's population and future.
- Goal CFP II - Ensure that public facilities are adequate to serve the planned land use patterns in the City and its Urban Growth Area.
- Goal CFP III - Consider the City's fiscal position and community needs by optimizing available funds and seeking new revenue sources
- Goal CFP V - Develop and maintain a system of wastewater treatment and disposal and water supply and distribution which will support the future development of the area.

5. Community Benefit

i Describe the specific benefits to the community (economic development, public health and safety, transportation, cultural and recreational) and how those benefits will impact the community.

This project will replace aging infrastructure, help resolve pressure fluctuation issues, and increase fire flow in the downtown pressure zone.

6. Organizational Benefit

i List business processes or systems which will be impacted by this project and describe how they will be affected.

This project will replace aging infrastructure, help resolve pressure fluctuation issues, and increase fire flow in the downtown pressure zone.

7. Project Budget and Schedule

<u>Project Element</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>2027</u>	<u>2028</u>	<u>2029</u>	<u>TOTAL</u>
Design	\$ 236,550						\$ 236,550
Engineering							\$ 0
Acquisition							\$ 0
Construction		\$ 1,867,957					\$ 1,867,957
TOTAL	\$ 236,550	\$ 1,867,957	\$ 0	\$ 0	\$ 0	\$ 0	\$ 2,104,507

8. Funding

i Describe additional funding sources (other than City revenues such as sales tax, lodging tax, property tax or fees and charges) available to fund the project. What are the specific, funding sources, granting agencies, application and approval processes, and grant match requirements? What is the probability that the City will receive those funds?

This project is funded through the Water Fund. Utility rates are structured to support the estimated cost of this project.

9. Operating Budget Impact

i Describe the estimated operating budget impact of the proposed project in detail. Please discuss anticipated increases or decreases in payroll, utility, professional services, or other expenditure categories as a result of the project. Discuss potential cost avoidance. Please segregate ongoing and one-time costs / savings.

This project will reduce annual operation and maintenance costs by reducing emergency water line repairs and service calls.

PROJECT TITLE Main Zone Capacity Improvements Project 3

FUND(S) Water Capital \$1,146,195

Fiscal Year(s) 2028-2029

OVERVIEW

1. Project Background and Description

i Describe why the project is needed (what problem is being addresses) and what the project will accomplish

Historically the City utilized an annual pipe replacement project in the Capital Improvement Plan for up sizing and replacing aging and undersized pipes within the main pressure zone. This project has been needed due to old infrastructure that's undersized and needs to be replaced such as 2" galvanized and 4" asbestos concrete pipe in alleys and main distribution lines in streets. City staff has re-evaluated this approach and has proceeded with an alternative approach that accomplishes the same purpose but as a larger scale project only be executed approximately every three years. This approach helps facilitate the ability to capture a larger economy of scale and also combine, where applicable, other utility and street projects (sewer, storm, sidewalks, etc.).

2. Project Scope

i Define the project scope. Scope answers questions including what will be done, what won't be done, and what the result will look like

In recent years the City has been experiencing intermittent pressure fluctuations in the downtown water pressure zone. In 2023 the City completed an initial project (Main Zone Capacity Improvements Project Phase I) that replaced approximately 1,600 LF of water pipe and added an additional pump in the Darnell's Water Booster Pump Station. This project will continue to focus on building improved transmission capacity in the downtown pressure zone. Although the scope of this work has not been defined it will likely focus on the following water line replacements:

- Columbia Street between Woodin and Nixon Avenue (~1200 LF)
- Woodin Avenue between the old bridge and SR97a (~1300LF)
- Woodin and Webster Ave. to Farnham and Webster Ave. (~1,600LF)

A pre-design and desing effort in 2028 will help define the scope of this project. The proposed projects will be presented to the City Council prior to bidding and awarding a construction contract.

3. Project Type

Check

Repair	<input type="checkbox"/>
Replacement (replace with like capacity)	<input checked="" type="checkbox"/>
Upgrade (replace with increased capacity)	<input checked="" type="checkbox"/>
New (provides new community benefit)	<input type="checkbox"/>
Study (not identified with CIP acquisition/construction)	<input type="checkbox"/>

4. Community Goals and Strategic Planning

i Identify and describe how the project furthers specific goals of the Comprehensive Master Plan. Is the project need identified in an engineering study, master plan, strategic plan or other planning document?

This project aligns with goals and policies in the City's adopted Water System Plan, namely:

- Goal CFP I - Provide and maintain adequate public facilities and services for today's population and future.
- Goal CFP II - Ensure that public facilities are adequate to serve the planned land use patterns in the City and its Urban Growth Area.
- Goal CFP III - Consider the City's fiscal position and community needs by optimizing available funds and seeking new revenue sources
- Goal CFP V - Develop and maintain a system of wastewater treatment and disposal and water supply and distribution which will support the future development of the area.

5. Community Benefit

i Describe the specific benefits to the community (economic development, public health and safety, transportation, cultural and recreational) and how those benefits will impact the community.

This project will replace aging infrastructure, help resolve pressure fluctuation issues, and increase fire flow in the downtown pressure zone.

6. Organizational Benefit

i List business processes or systems which will be impacted by this project and describe how they will be affected.

This project will replace aging infrastructure, help resolve pressure fluctuation issues, and increase fire flow in the downtown pressure zone.

7. Project Budget and Schedule

<u>Project Element</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>2027</u>	<u>2028</u>	<u>2029</u>	<u>TOTAL</u>
Design					\$ 129,192		\$ 129,192
Engineering							\$ 0
Acquisition							\$ 0
Construction						\$ 1,017,003	\$ 1,017,003
TOTAL	\$ 0	\$ 0	\$ 0	\$ 0	\$ 129,192	\$ 1,017,003	\$ 1,146,195

8. Funding

i Describe additional funding sources (other than City revenues such as sales tax, lodging tax, property tax or fees and charges) available to fund the project. What are the specific, funding sources, granting agencies, application and approval processes, and grant match requirements? What is the probability that the City will receive those funds?

This project is funded through the Water Fund. Utility rates are structured to support the estimated cost of this project.

9. Operating Budget Impact

i Describe the estimated operating budget impact of the proposed project in detail. Please discuss anticipated increases or decreases in payroll, utility, professional services, or other expenditure categories as a result of the project. Discuss potential cost avoidance. Please segregate ongoing and one-time costs / savings.

This project will reduce annual operation and maintenance costs by reducing emergency water line repairs and service calls.

PROJECT TITLE Monte Carlo Drive Watermain Improvements

FUND(S) Water Capital \$733,326

Fiscal Year(s) 2028 - 2029

OVERVIEW

1. Project Background and Description

i Describe why the project is needed (what problem is being addresses) and what the project will accomplish

This project upsizes the waterline in Monte Carlo Drive. This will increase transmission capacity and consequently fire flow.

2. Project Scope

i Define the project scope. Scope answers questions including what will be done, what won't be done, and what the result will look like

This project upsizes the waterline in Monte Carlo Drive.

3. Project Type

Repair	<input type="checkbox"/>
Replacement (replace with like capacity)	<input type="checkbox"/>
Upgrade (replace with increased capacity)	<input checked="" type="checkbox"/>
New (provides new community benefit)	<input type="checkbox"/>
Study (not identified with CIP acquisition/construction)	<input type="checkbox"/>

4. Community Goals and Strategic Planning

i Identify and describe how the project furthers specific goals of the Comprehensive Master Plan. Is the project need identified in an engineering study, master plan, strategic plan or other planning document? Please identify. Has the project been requested by the City Council, Mayor, or community?

This project aligns with goals and policies in the City's adopted Water System Plan, namely:

- Goal CFP I - Provide and maintain adequate public facilities and services for today's population and future.
 - Goal CFP II - Ensure that public facilities are adequate to serve the planned land use patterns in the City and its Urban Growth Area.
 - Goal CFP III - Consider the City's fiscal position and community needs by optimizing available funds and seeking new revenue sources
 - Goal CFP V - Develop and maintain a system of wastewater treatment and disposal and water supply and distribution which will support the future development of the area.
- Additionally, this project is proposed/scheduled in the Capital Improvement Program as D-14 in the City of Chelan Water System Plan.

5. Community Benefit

i Describe the specific benefits to the community (economic development, public health and safety, transportation, cultural and recreational) and how those benefits will impact the community.

This project provides increased fire flows and transmission capacity for services located in the Monte Carlo Drive area.

6. Organizational Benefit

i List business processes or systems which will be impacted by this project and describe how they will be affected.

This project provides increased fire flows and transmission capacity for services located in the Monte Carlo Drive area.

7. Project Budget and Schedule

<u>Project Element</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>2027</u>	<u>2028</u>	<u>2029</u>	<u>TOTAL</u>
Design					\$ 82,656		\$ 82,656
Engineering							\$ 0
Acquisition							\$ 0
Construction						\$ 650,670	\$ 650,670
TOTAL	\$ 0	\$ 0	\$ 0	\$ 0	\$ 82,656	\$ 650,670	\$ 733,326

8. Funding

i Describe additional funding sources (other than City revenues such as sales tax, lodging tax, property tax or fees and charges) available to fund the project. What are the specific, funding sources, granting agencies, application and approval processes, and grant match requirements? What is the probability that the City will receive those funds?

This project is funded through the Water Fund. Utility rates are structured to support the estimated cost of this project.

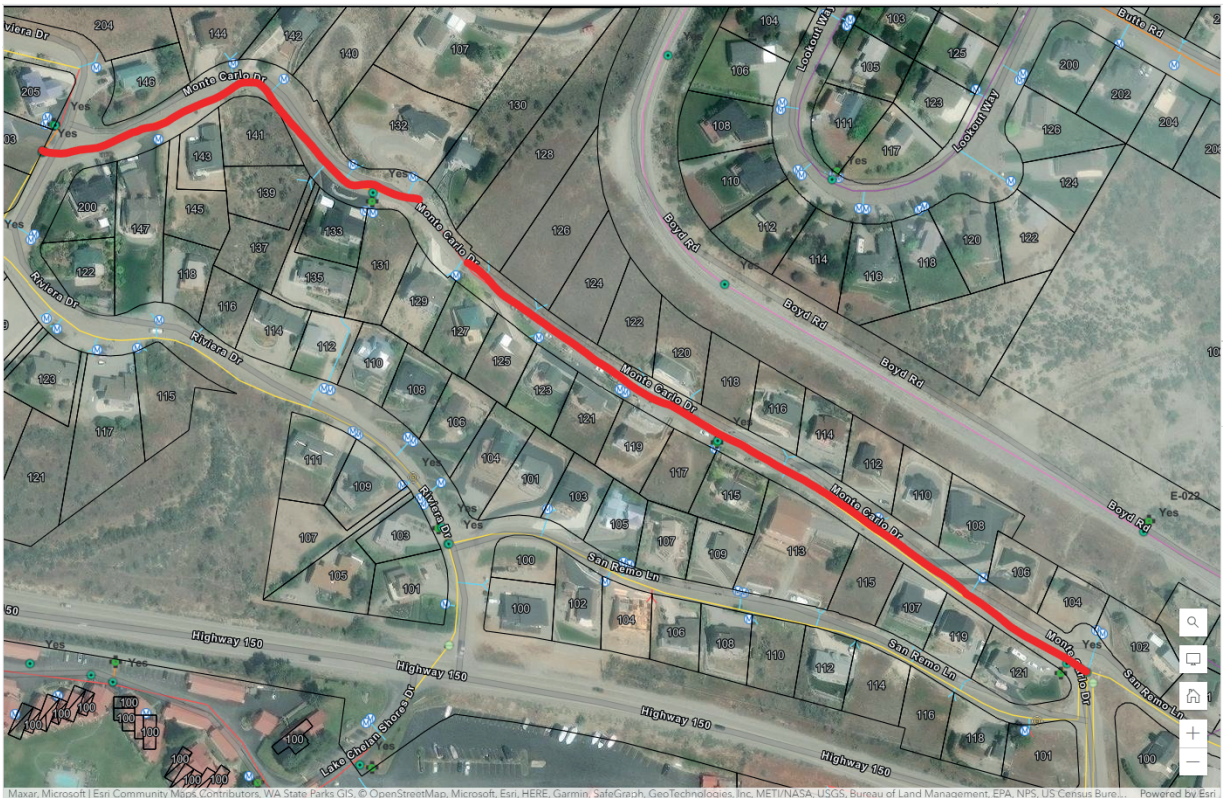
9. Operating Budget Impact

i Describe the estimated operating budget impact of the proposed project in detail. Please discuss anticipated increases or decreases in payroll, utility, professional services, or other expenditure categories as a result of the project. Discuss potential cost avoidance. Please segregate ongoing and one-time costs / savings.

We do not anticipate this project will measurably change labor, equipment, and materials associated with operating and maintaining the water utility.

10. Supporting Documentation

i Attach documents or photos to help support your request.



PROJECT TITLE REPLACE 8-INCH SUBMARINE LINE

FUND(S) Water Capital \$1,771,575

Fiscal Year(s) 2024-2025

OVERVIEW

1. Project Background and Description

i Describe why the project is needed (what problem is being addresses) and what the project will accomplish

The City owns a submarine waterline that provides water to the Farnham booster station. This line is a steel line that sits at the bottom of the lake/river near the dam. A pre-design effort was completed in 2023 and the selected alternative includes replacing the existing waterline with a new line in a similar configuration and location. The selection was based on construction difficulty and costs, permitting workload, duration and costs, and future maintenance considerations.

2. Project Scope

i Define the project scope. Scope answers questions including what will be done, what won't be done, and what the result will look like

This project will include the replacement of an 8-inch submarine line with a new 16-inch line. A pre-design effort was completed in 2023 and the selected alternative includes replacing the existing waterline with a new line in a similar configuration and location.

3. Project Type

	Check
Repair	<input type="checkbox"/>
Replacement (replace with like capacity)	<input type="checkbox"/>
Upgrade (replace with increased capacity)	<input checked="" type="checkbox"/>
New (provides new community benefit)	<input type="checkbox"/>
Study (not identified with CIP acquisition/construction)	<input type="checkbox"/>

4. Community Goals and Strategic Planning

i Identify and describe how the project furthers specific goals of the Comprehensive Master Plan. Is the project need identified in an engineering study, master plan, strategic plan or other planning document? Please identify. Has the project been requested by the City Council, Mayor, or community?

This project aligns with goals and policies in the City's adopted Water System Plan, namely:

- Goal CFP I - Provide and maintain adequate public facilities and services for today's population and future.
- Goal CFP II - Ensure that public facilities are adequate to serve the planned land use patterns in the City and its Urban Growth Area.
- Goal CFP III - Consider the City's fiscal position and community needs by optimizing available funds and seeking new revenue sources
- Goal CFP V - Develop and maintain a system of wastewater treatment and disposal and water supply and distribution which will support the future development of the area.

5. Community Benefit

i Describe the specific benefits to the community (economic development, public health and safety, transportation, cultural and recreational) and how those benefits will impact the community.

This project benefits the community by decreasing the risk of cross contamination and increases water availability to the users of our system west of the Chelan River.

6. Organizational Benefit

i List business processes or systems which will be impacted by this project and describe how they will be affected.

This project benefits the community by decreasing the risk of cross contamination and minimizes hazards from being located in the water.

7. Project Budget and Schedule

<u>Project Element</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>2027</u>	<u>2028</u>	<u>2029</u>	<u>TOTAL</u>
Design	\$ 172,500						\$ 172,500
Engineering							\$ 0
Acquisition							\$ 0
Construction		\$ 1,599,075					\$ 1,599,075
TOTAL	\$ 172,500	\$ 1,599,075	\$ 0	\$ 0	\$ 0	\$ 0	\$ 1,771,575

8. Funding

i Describe additional funding sources (other than City revenues such as sales tax, lodging tax, property tax or fees and charges) available to fund the project. What are the specific, funding sources, granting agencies, application and approval processes, and grant match requirements? What is the probability that the City will receive those funds?

Funding through the Water Fund. Utility rates structured to support the construction of this project. Project schedule was delayed 2 years and cost estimates updated to account for inflation.

9. Operating Budget Impact

i Describe the estimated operating budget impact of the proposed project in detail. Please discuss anticipated increases or decreases in payroll, utility, professional services, or other expenditure categories as a result of the project. Discuss potential cost avoidance. Please segregate ongoing and one-time costs / savings.

We do not anticipate this project will measurably change labor, equipment, and materials associated with operating and maintaining the water utility.

10. Supporting Documentation



Attach documents or photos to help support your request.



PROJECT TITLE Riviera Dr. Watermain Replacement

FUND(S) Water Capital \$447,761

Fiscal Year(s) 2025 - 2026

OVERVIEW

1. Project Background and Description

i Describe why the project is needed (what problem is being addresses) and what the project will accomplish

This project upsizes the waterline in Riviera Drive. This will increase transmission capacity and consequently fire flow.

2. Project Scope

i Define the project scope. Scope answers questions including what will be done, what won't be done, and what the result will look like

This project upsizes the waterline in Riviera Drive.

3. Project Type

Repair	<input type="checkbox"/>
Replacement (replace with like capacity)	<input type="checkbox"/>
Upgrade (replace with increased capacity)	<input checked="" type="checkbox"/>
New (provides new community benefit)	<input type="checkbox"/>
Study (not identified with CIP acquisition/construction)	<input type="checkbox"/>

4. Community Goals and Strategic Planning

i Identify and describe how the project furthers specific goals of the Comprehensive Master Plan. Is the project need identified in an engineering study, master plan, strategic plan or other planning document? Please identify. Has the project been requested by the City Council, Mayor, or community?

This project aligns with goals and policies in the City's adopted Water System Plan, namely:

- Goal CFP I - Provide and maintain adequate public facilities and services for today's population and future.
- Goal CFP II - Ensure that public facilities are adequate to serve the planned land use patterns in the City and its Urban Growth Area.
- Goal CFP III - Consider the City's fiscal position and community needs by optimizing available funds and seeking new revenue sources
- Goal CFP V - Develop and maintain a system of wastewater treatment and disposal and water supply and distribution which will support the future development of the area.

5. Community Benefit

i Describe the specific benefits to the community (economic development, public health and safety, transportation, cultural and recreational) and how those benefits will impact the community.

This project provides increased fire flows and transmission capacity for services located in the Riviera Drive area.

6. Organizational Benefit

i List business processes or systems which will be impacted by this project and describe how they will be affected.

This project provides increased fire flows and transmission capacity for services located in the Riviera Drive area.

7. Project Budget and Schedule

<u>Project Element</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>2027</u>	<u>2028</u>	<u>2029</u>	<u>TOTAL</u>
Design		\$ 50,367					\$ 50,367
Engineering							\$ 0
Acquisition							\$ 0
Construction			\$ 397,394				\$ 397,394
TOTAL	\$ 0	\$ 50,367	\$ 397,394	\$ 0	\$ 0	\$ 0	\$ 447,761

8. Funding

i Describe additional funding sources (other than City revenues such as sales tax, lodging tax, property tax or fees and charges) available to fund the project. What are the specific, funding sources, granting agencies, application and approval processes, and grant match requirements? What is the probability that the City will receive those funds?

This project is funded through the Water Fund. Utility rates are structured to support the estimated cost of this project.

9. Operating Budget Impact

i Describe the estimated operating budget impact of the proposed project in detail. Please discuss anticipated increases or decreases in payroll, utility, professional services, or other expenditure categories as a result of the project. Discuss potential cost avoidance. Please segregate ongoing and one-time costs / savings.

We do not anticipate this project will measurably change labor, equipment, and materials associated with operating and maintaining the water utility.

10.Supporting Documentation

 *Attach documents or photos to help support your request.*



Maxar, Microsoft | Esri Community Maps Contributors, WA State Parks GIS, © OpenStreetMap, Microsoft, Esri, HERE, Garmin, SafeGraph, GeoTechnologies, Inc. METI/NASA, USGS, Bureau of Land Management, EPA, NPS, US Census Bureau... Powered by Esri

PROJECT TITLE **Boyd Rd. and Pinnacle BPS and PRV Upgrades**

FUND(S) Water Capital \$425,000

Fiscal Year(s) 2024

OVERVIEW

1. Project Background and Description

i Describe why the project is needed (what problem is being addresses) and what the project will accomplish

The existing Boyd Rd. and Pinnacle Pl. booster pump stations (BPS) and PRV Station #9 have exceeded their useful service life and need to be upgraded. This project is intended to upgrade and incorporate new mechanical and electrical equipment at the BPSs and pressure reducing valves for domestic and fire flow in an accessible vault. The BPSs and PRV station are planned to remain in the same location. Customers in the area of Pinnacle Place have expressed a lack of water pressure. Further investigation of the City's water system in the vicinity revealed aged infrastructure in need of replacement.

2. Project Scope

i Define the project scope. Scope answers questions including what will be done, what won't be done, and what the result will look like

This project includes an upgrade to the existing Boyd Rd. and Pinnacle BPSs and PRV No. 9 (Pinnacle Pl. and Junior Point Ct.) station; including the updating mechanical and electrical items at each station and installation of new pressure reducing valves for domestic and fire flow located within an accessible vault.

3. Project Type

	Check
Repair	<input type="checkbox"/>
Replacement (replace with like capacity)	<input type="checkbox"/>
Upgrade (replace with increased capacity)	<input checked="" type="checkbox"/>
New (provides new community benefit)	<input type="checkbox"/>
Study (not identified with CIP acquisition/construction)	<input type="checkbox"/>

4. Community Goals and Strategic Planning

i Identify and describe how the project furthers specific goals of the Comprehensive Master Plan. Is the project need identified in an engineering study, master plan, strategic plan or other planning document? Please identify. Has the project been requested by the City Council, Mayor, or community?

This project aligns with goals and policies in the City's adopted Water System Plan, namely:

- Goal CFP I - Provide and maintain adequate public facilities and services for today's population and future.
- Goal CFP II - Ensure that public facilities are adequate to serve the planned land use patterns in the City and its Urban Growth Area.
- Goal CFP III - Consider the City's fiscal position and community needs by optimizing available funds and seeking new revenue sources
- Goal CFP V - Develop and maintain a system of wastewater treatment and disposal and water supply and distribution which will support the future development of the area.

5. Community Benefit

i Describe the specific benefits to the community (economic development, public health and safety, transportation, cultural and recreational) and how those benefits will impact the community.

This project will help eliminate serviceability issues associated with high pressures and excessive pumping hours in the Boyd Road and Pinnacle Pressure Zones.

6. Organizational Benefit

i List business processes or systems which will be impacted by this project and describe how they will be affected.

This project will help eliminate serviceability issues associated with high pressures and excessive pumping hours in the Boyd Road and Pinnacle Pressure Zones.

7. Project Budget and Schedule

<u>Project Element</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>2027</u>	<u>2028</u>	<u>2029</u>	<u>TOTAL</u>
Design							\$ 0
Engineering							\$ 0
Acquisition							\$ 0
Construction	\$ 425,000						\$ 425,000
TOTAL	\$ 425,000	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 425,000

8. Funding

i Describe additional funding sources (other than City revenues such as sales tax, lodging tax, property tax or fees and charges) available to fund the project. What are the specific, funding sources, granting agencies, application and approval processes, and grant match requirements? What is the probability that the City will receive those funds?

Funding through the Water Fund. Utility rates structured to support the construction of this project.

9. Operating Budget Impact

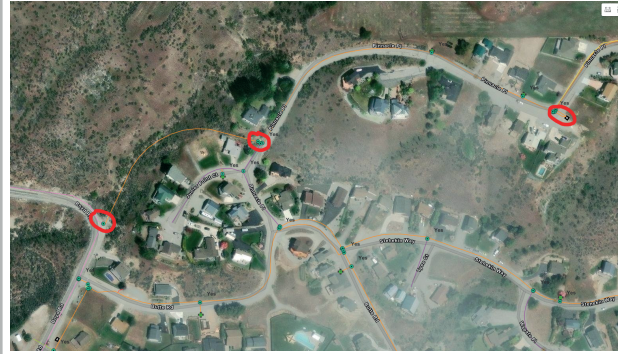
i Describe the estimated operating budget impact of the proposed project in detail. Please discuss anticipated increases or decreases in payroll, utility, professional services, or other expenditure categories as a result of the project. Discuss potential cost avoidance. Please segregate ongoing and one-time costs / savings.

We do not expect this project to significantly change the labor, equipment, and materials associated with operating and maintaining the water utility.

10. Supporting Documentation



Attach documents or photos to help support your request.



PROJECT TITLE El Dorado PRV Upgrades

FUND(S) Water Capital \$164,800

Fiscal Year(s) 2025

OVERVIEW

1. Project Background and Description

i Describe why the project is needed (what problem is being addresses) and what the project will accomplish

The existing PRV Station #8 (El Dorado Way) has exceeded its useful service life and needs to be upgraded. This project is intended to upgrade and incorporate new pressure reducing valves for domestic and fire flow in an accessible vault. This PRV station is planned to remain in the same location. High water pressure can be detrimental to a water system, therefore a Pressure Reducing Valve (PRV) station is utilized to control or limit water pressure within a system to help minimize leaks and damage. Keeping all components of a PRV Station in working order is very critical for maintaining a safe and reliable water system for the community.

2. Project Scope

i Define the project scope. Scope answers questions including what will be done, what won't be done, and what the result will look like

This project includes an upgrade to the existing PRV station including the installation of new pressure reducing valves for domestic and fire flow located within an accessible vault.

3. Project Type

Repair	<input type="checkbox"/>
Replacement (replace with like capacity)	<input checked="" type="checkbox"/>
Upgrade (replace with increased capacity)	<input type="checkbox"/>
New (provides new community benefit)	<input type="checkbox"/>
Study (not identified with CIP acquisition/construction)	<input type="checkbox"/>

4. Community Goals and Strategic Planning

i Identify and describe how the project furthers specific goals of the Comprehensive Master Plan. Is the project need identified in an engineering study, master plan, strategic plan or other planning document? Please identify. Has the project been requested by the City Council, Mayor, or community?

This project aligns with goals and policies in the City's adopted Water System Plan, namely:

- Goal CFP I - Provide and maintain adequate public facilities and services for today's population and future.
- Goal CFP II - Ensure that public facilities are adequate to serve the planned land use patterns in the City and its Urban Growth Area.
- Goal CFP III - Consider the City's fiscal position and community needs by optimizing available funds and seeking new revenue sources
- Goal CFP V - Develop and maintain a system of wastewater treatment and disposal and water supply and distribution which will support the future development of the area.

5. Community Benefit

i Describe the specific benefits to the community (economic development, public health and safety, transportation, cultural and recreational) and how those benefits will impact the community.

This project will help eliminate serviceability issues associated with high pressure in the Lower Chelan Hills and Crystal View Estates Pressure Zone.

6. Organizational Benefit

i List business processes or systems which will be impacted by this project and describe how they will be affected.

This project will help eliminate serviceability issues associated with high pressure in the Lower Chelan Hills and Crystal View Estates Pressure Zone.

7. Project Budget and Schedule

<u>Project Element</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>2027</u>	<u>2028</u>	<u>2029</u>	<u>TOTAL</u>
Design							\$ 0
Engineering							\$ 0
Acquisition							\$ 0
Construction		\$ 164,800					\$ 164,800
TOTAL	\$ 0	\$ 164,800	\$ 0	\$ 0	\$ 0	\$ 0	\$ 164,800

8. Funding

i Describe additional funding sources (other than City revenues such as sales tax, lodging tax, property tax or fees and charges) available to fund the project. What are the specific, funding sources, granting agencies, application and approval processes, and grant match requirements? What is the probability that the City will receive those funds?

This project is funded through the Water Fund. Utility rates are structured to support the estimated cost of this project.

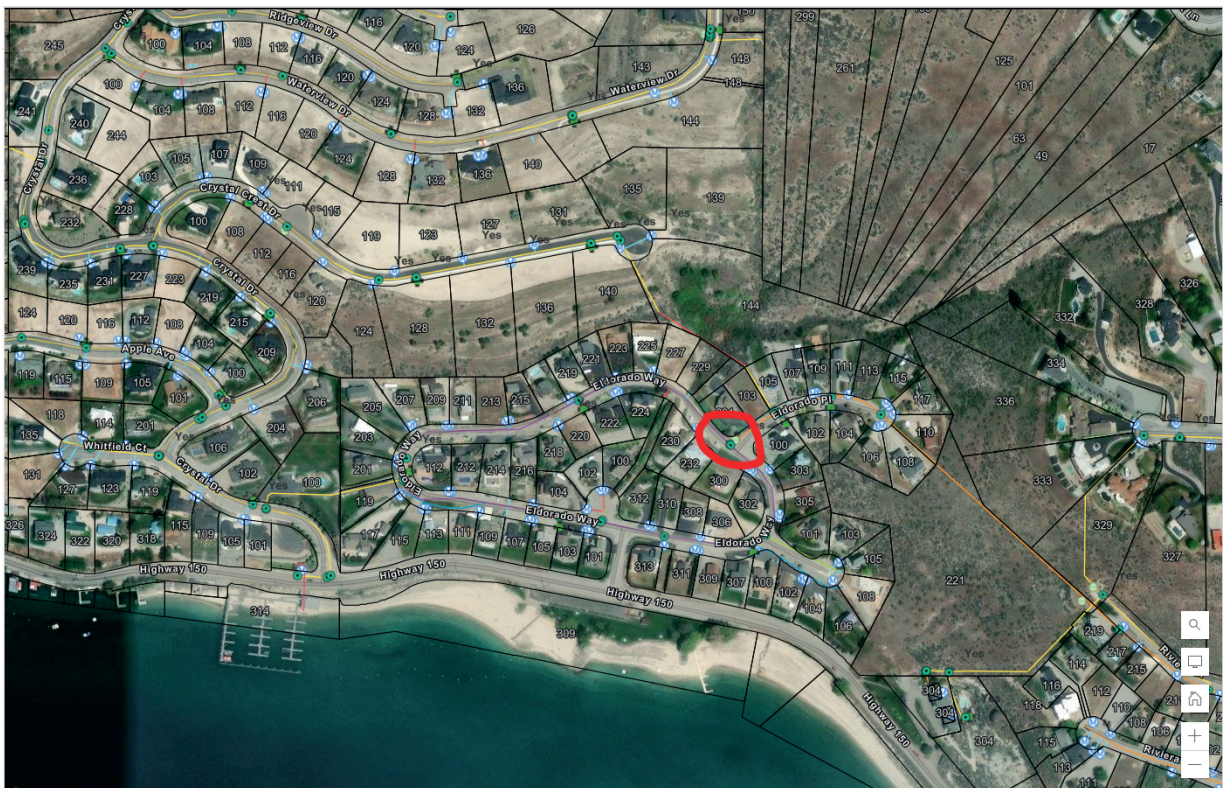
9. Operating Budget Impact

i Describe the estimated operating budget impact of the proposed project in detail. Please discuss anticipated increases or decreases in payroll, utility, professional services, or other expenditure categories as a result of the project. Discuss potential cost avoidance. Please segregate ongoing and one-time costs / savings.

We do not anticipate this project will measurably change labor, equipment, and materials associated with operating and maintaining the water utility.

10. Supporting Documentation

i Attach documents or photos to help support your request.



PROJECT TITLE HIGH STREET BOOSTER STATION

FUND(S) Water Capital \$174,400

Fiscal Year(s) 2027

OVERVIEW

1. Project Background and Description

i Describe why the project is needed (what problem is being addresses) and what the project will accomplish

This project includes analysis and replacement of the High Street booster station which was constructed in the 1960's and has exceeded its useful service life. The new booster station will be much more reliable than the old system, and will also run much more efficiently resulting in lower operating costs and reduced maintenance & repairs.

2. Project Scope

i Define the project scope. Scope answers questions including what will be done, what won't be done, and what the result will look like

This project includes design & construction of a new booster station. Design of the new station will be determined by the engineer after a preliminary analysis of the system.

3. Project Type

Repair	<input type="checkbox"/>
Replacement (replace with like capacity)	<input checked="" type="checkbox"/>
Upgrade (replace with increased capacity)	<input type="checkbox"/>
New (provides new community benefit)	<input type="checkbox"/>
Study (not identified with CIP acquisition/construction)	<input type="checkbox"/>

4. Community Goals and Strategic Planning

i Identify and describe how the project furthers specific goals of the Comprehensive Master Plan. Is the project need identified in an engineering study, master plan, strategic plan or other planning document? Please identify. Has the project been requested by the City Council, Mayor, or community?

This project aligns with goals and policies in the City's adopted Water System Plan, namely:

- Goal CFP I - Provide and maintain adequate public facilities and services for today's population and future.
- Goal CFP II - Ensure that public facilities are adequate to serve the planned land use patterns in the City and its Urban Growth Area.
- Goal CFP III - Consider the City's fiscal position and community needs by optimizing available funds and seeking new revenue sources
- Goal CFP V - Develop and maintain a system of wastewater treatment and disposal and water supply and distribution which will support the future development of the area.

5. Community Benefit

i Describe the specific benefits to the community (economic development, public health and safety, transportation, cultural and recreational) and how those benefits will impact the community.

Replacement of the High Street Booster station will provide improved fire flow protection and improved overall water pressure for all customers within the zone.

6. Organizational Benefit

i List business processes or systems which will be impacted by this project and describe how they will be affected.

This project will provide improved system reliability with replacement of aged equipment, improved operational efficiencies, and improved access to station for water utility crews for safe operation and maintenance.

7. Project Budget and Schedule

<u>Project Element</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>2027</u>	<u>2028</u>	<u>2029</u>	<u>TOTAL</u>
Design							\$ 0
Engineering							\$ 0
Acquisition							\$ 0
Construction				\$ 174,400			\$ 174,400
TOTAL	\$ 0	\$ 0	\$ 0	\$ 174,400	\$ 0	\$ 0	\$ 174,400

8. Funding

i Describe additional funding sources (other than City revenues such as sales tax, lodging tax, property tax or fees and charges) available to fund the project. What are the specific, funding sources, granting agencies, application and approval processes, and grant match requirements? What is the probability that the City will receive those funds?

This project is funded through the Water Fund. Utility rates are structured to support the estimated cost of this project.

9. Operating Budget Impact

i Describe the estimated operating budget impact of the proposed project in detail. Please discuss anticipated increases or decreases in payroll, utility, professional services, or other expenditure categories as a result of the project. Discuss potential cost avoidance. Please segregate ongoing and one-time costs / savings.

We do not anticipate this project will measurably change labor, equipment, and materials associated with operating and maintaining the water utility.

PROJECT TITLE Pinnacle Reservoir No. 2

FUND(S) Water Capital \$1,153,943

Fiscal Year(s) 2027-2028

OVERVIEW

1. Project Background and Description

i Describe why the project is needed (what problem is being addresses) and what the project will accomplish

The City's 2010 Water System Plan determined that the Boyd Rd Pressure Zone was deficient in fire flow. The Pinnacle Reservoir No. 2 Project provides for construction of another reservoir to supplement the existing reservoir. Due to property size constraints and the potential to acquire nearby land, this project has been moved to a start year of 2027.

2. Project Scope

i Define the project scope. Scope answers questions including what will be done, what won't be done, and what the result will look like

This reservoir will provide additional water storage that will supplement the existing Pinnacle Reservoir and will help with the deficient fire flow that exists in the Boyd pressure zone.

3. Project Type

Check

Repair	<input type="checkbox"/>
Replacement (replace with like capacity)	<input type="checkbox"/>
Upgrade (replace with increased capacity)	<input checked="" type="checkbox"/>
New (provides new community benefit)	<input type="checkbox"/>
Study (not identified with CIP acquisition/construction)	<input type="checkbox"/>

4. Community Goals and Strategic Planning

i Identify and describe how the project furthers specific goals of the Comprehensive Master Plan. Is the project need identified in an engineering study, master plan, strategic plan or other planning document? Please identify. Has the project been requested by the City Council, Mayor, or community?

This project aligns with goals and policies in the City's adopted Water System Plan, namely:

- Goal CFP I - Provide and maintain adequate public facilities and services for today's population and future.
- Goal CFP II - Ensure that public facilities are adequate to serve the planned land use patterns in the City and its Urban Growth Area.
- Goal CFP III - Consider the City's fiscal position and community needs by optimizing available funds and seeking new revenue sources
- Goal CFP V - Develop and maintain a system of wastewater treatment and disposal and water supply and distribution which will support the future development of the area.

5. Community Benefit

i Describe the specific benefits to the community (economic development, public health and safety, transportation, cultural and recreational) and how those benefits will impact the community.

This project provides improved fire flows for the Boyd Pressure Zone by providing additional storage.

6. Organizational Benefit

i List business processes or systems which will be impacted by this project and describe how they will be affected.

This project provides improved fire flows for the Boyd Pressure Zone by providing additional storage.

7. Project Budget and Schedule

<u>Project Element</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>2027</u>	<u>2028</u>	<u>2029</u>	<u>TOTAL</u>
Design				\$ 129,983			\$ 129,983
Engineering							\$ 0
Acquisition							\$ 0
Construction					\$ 1,023,960		\$ 1,023,960
TOTAL	\$ 0	\$ 0	\$ 0	\$ 129,983	\$ 1,023,960	\$ 0	\$ 1,153,943

8. Funding

i Describe additional funding sources (other than City revenues such as sales tax, lodging tax, property tax or fees and charges) available to fund the project. What are the specific, funding sources, granting agencies, application and approval processes, and grant match requirements? What is the probability that the City will receive those funds?

Funding through the Water Fund. Utility rates structured to support the construction of this project.

9. Operating Budget Impact

i Describe the estimated operating budget impact of the proposed project in detail. Please discuss anticipated increases or decreases in payroll, utility, professional services, or other expenditure categories as a result of the project. Discuss potential cost avoidance. Please segregate ongoing and one-time costs / savings.

We do not expect this project to significantly change the labor, equipment, and materials associated with operating and maintaining the water utility. This project will add additional infrastructure that will require periodic capital improvement projects to clean and resurface tank.

10. Supporting Documentation



Attach documents or photos to help support your request.



PROJECT TITLE Raw Water Pump Station Pump Purchase and Install

FUND(S) Water Capital \$200,000

Fiscal Year(s) 2024

OVERVIEW

1. Project Background and Description

i Describe why the project is needed (what problem is being addresses) and what the project will accomplish

The raw water pump station was upgraded in 2021 with a new pump and motor and new electrical components/panels. The pump station has three 250 hp pumps, and in 2021 one of these pumps was replaced. An additional pump has since shown signs of failure and is in need of replacement. This project will include the purchase and installation of a 250 hp pump to keep the pump station operating as originally designed.

2. Project Scope

i Define the project scope. Scope answers questions including what will be done, what won't be done, and what the result will look like

This project will include the purchase and installation of a 250 hp pump to keep the raw water pump station operating as originally designed.

3. Project Type

Repair	<input type="checkbox"/>
Replacement (replace with like capacity)	<input type="checkbox"/>
Upgrade (replace with increased capacity)	<input checked="" type="checkbox"/>
New (provides new community benefit)	<input type="checkbox"/>
Study (not identified with CIP acquisition/construction)	<input type="checkbox"/>

4. Community Goals and Strategic Planning

i Identify and describe how the project furthers specific goals of the Comprehensive Master Plan. Is the project need identified in an engineering study, master plan, strategic plan or other planning document? Please identify. Has the project been requested by the City Council, Mayor, or community?

This project aligns with goals and policies in the City's adopted Water System Plan, namely:

- Goal CFP I - Provide and maintain adequate public facilities and services for today's population and future.
- Goal CFP II - Ensure that public facilities are adequate to serve the planned land use patterns in the City and its Urban Growth Area.
- Goal CFP III - Consider the City's fiscal position and community needs by optimizing available funds and seeking new revenue sources
- Goal CFP V - Develop and maintain a system of wastewater treatment and disposal and water supply and distribution which will support the future development of the area.

5. Community Benefit

i Describe the specific benefits to the community (economic development, public health and safety, transportation, cultural and recreational) and how those benefits will impact the community.

This project benefits the community by increasing the reliability of the Raw Water Pump Station and improves the pump station's ability to meet maximum daily demand of the Water Treatment Plant.

6. Organizational Benefit

i List business processes or systems which will be impacted by this project and describe how they will be affected.

This project benefits the community by increasing the reliability of the Raw Water Pump Station and improves the pump station's ability to meet maximum daily demand of the Water Treatment Plant.

7. Project Budget and Schedule

<u>Project Element</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>2027</u>	<u>2028</u>	<u>2029</u>	<u>TOTAL</u>
Design							\$ 0
Engineering							\$ 0
Acquisition							\$ 0
Construction	\$ 200,000						\$ 200,000
TOTAL	\$ 200,000	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 200,000

8. Funding

i Describe additional funding sources (other than City revenues such as sales tax, lodging tax, property tax or fees and charges) available to fund the project. What are the specific, funding sources, granting agencies, application and approval processes, and grant match requirements? What is the probability that the City will receive those funds?

This project is funded through the Water Fund. Utility rates are structured to support the estimated cost of this project.

9. Operating Budget Impact

i Describe the estimated operating budget impact of the proposed project in detail. Please discuss anticipated increases or decreases in payroll, utility, professional services, or other expenditure categories as a result of the project. Discuss potential cost avoidance. Please segregate ongoing and one-time costs / savings.

We do not anticipate this project will measurably change labor, equipment, and materials associated with operating and maintaining the water utility.

10. Supporting Documentation

i Attach documents or photos to help support your request.



PROJECT TITLE Washington Street BPS Improvements

FUND(S) Water Capital \$300,000

Fiscal Year(s) 2024

OVERVIEW

1. Project Background and Description

i Describe why the project is needed (what problem is being addresses) and what the project will accomplish

Recent land use changes in east Chelan resulted upgrades to the Washington Street Booster Pump Station (BPS) as a requirement for a developer. The developer is required to upgrade the BPS to meet increased demand due to the allowance of multifamily housing. The proposed project would include partnering with the developer to make improvements to the BPS beyond the developer's requirement to support current and future demand in the Washington Street Pressure Zone outside of the developer's responsibility.

2. Project Scope

i Define the project scope. Scope answers questions including what will be done, what won't be done, and what the result will look like

The City would pay the cost difference for materials and installation between a the final design flowrate for the BPS and the flowrate the developer is required to upgrade the BPS to. The proposed project would include partnering with the developer to make improvements to the BPS beyond the developer's requirement to support current and future demand in the Washington Street Pressure Zone outside of the developer's responsibility.

3. Project Type

Repair	<input type="checkbox"/>
Replacement (replace with like capacity)	<input type="checkbox"/>
Upgrade (replace with increased capacity)	<input checked="" type="checkbox"/>
New (provides new community benefit)	<input type="checkbox"/>
Study (not identified with CIP acquisition/construction)	<input type="checkbox"/>

4. Community Goals and Strategic Planning

i Identify and describe how the project furthers specific goals of the Comprehensive Master Plan. Is the project need identified in an engineering study, master plan, strategic plan or other planning document? Please identify. Has the project been requested by the City Council, Mayor, or community?

This project aligns with goals and policies in the City's adopted Water System Plan, namely:

- Goal CFP I - Provide and maintain adequate public facilities and services for today's population and future.
- Goal CFP II - Ensure that public facilities are adequate to serve the planned land use patterns in the City and its Urban Growth Area.
- Goal CFP III - Consider the City's fiscal position and community needs by optimizing available funds and seeking new revenue sources
- Goal CFP V - Develop and maintain a system of wastewater treatment and disposal and water supply and distribution which will support the future development of the area.

5. Community Benefit

i Describe the specific benefits to the community (economic development, public health and safety, transportation, cultural and recreational) and how those benefits will impact the community.

This project benefits the community by increasing the reliability of the Washington Street Booster Pump Station and improves the pump station's ability to meet maximum daily demand.

6. Organizational Benefit

i List business processes or systems which will be impacted by this project and describe how they will be affected.

This project benefits the community by increasing the reliability of the Washington Street Booster Pump Station and improves the pump station's ability to meet maximum daily demand.

7. Project Budget and Schedule

<u>Project Element</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>2027</u>	<u>2028</u>	<u>2029</u>	<u>TOTAL</u>
Design							\$ 0
Engineering							\$ 0
Acquisition							\$ 0
Construction	\$ 300,000						\$ 300,000
TOTAL	\$ 300,000	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 300,000

8. Funding

i Describe additional funding sources (other than City revenues such as sales tax, lodging tax, property tax or fees and charges) available to fund the project. What are the specific, funding sources, granting agencies, application and approval processes, and grant match requirements? What is the probability that the City will receive those funds?

This project is funded through the Water Fund. Utility rates are structured to support the estimated cost of this project.

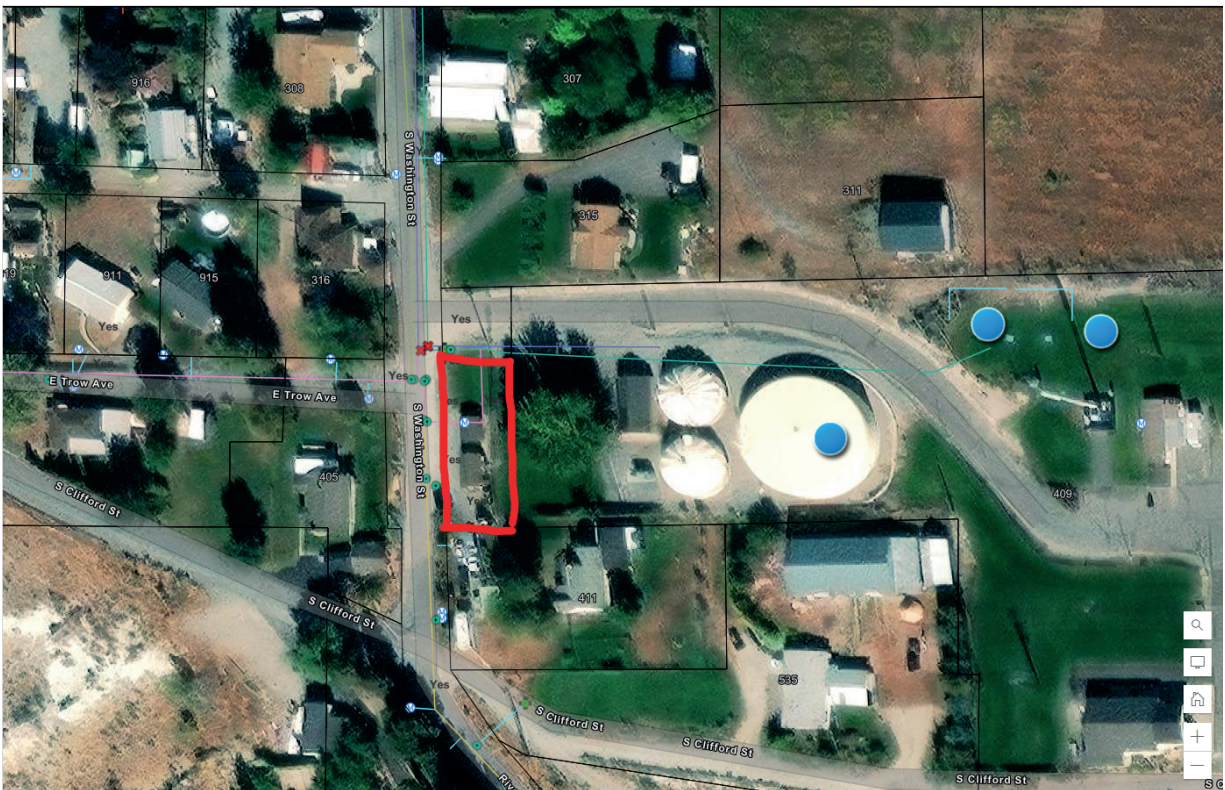
9. Operating Budget Impact

i Describe the estimated operating budget impact of the proposed project in detail. Please discuss anticipated increases or decreases in payroll, utility, professional services, or other expenditure categories as a result of the project. Discuss potential cost avoidance. Please segregate ongoing and one-time costs / savings.

We do not anticipate this project will measurably change labor, equipment, and materials associated with operating and maintaining the water utility.

10. Supporting Documentation

i Attach documents or photos to help support your request.



PROJECT TITLE Chlorine Scrubber Repairs

FUND(S) Water Capital \$127,200

Fiscal Year(s) 2024

OVERVIEW

1. Project Background and Description

i Describe why the project is needed (what problem is being addresses) and what the project will accomplish

The City's water treatment plant utilizes an emergency chlorine scrubber to protect the Water Treatment Plant operators from exposure to chlorine gas in the event of a chlorine gas leak. In the event of a chlorine gas leak, the chlorine scrubber, hosed in the chlorine storage room, scrubs the air of chlorine gas through a series of chemical reactions. The existing chlorine scrubber was installed in 1996 and has exceeded its life expectancy. Complete replacement or rehabilitation of the existing chlorine scrubber is needed to protect the WTP operators.

2. Project Scope

i Define the project scope. Scope answers questions including what will be done, what won't be done, and what the result will look like

Complete replacement or rehabilitation of the existing chlorine scrubber at the Water Treatment Plant to protect the operators from exposure to chlorine gas.

3. Project Type

Repair	<input checked="" type="checkbox"/>
Replacement (replace with like capacity)	<input checked="" type="checkbox"/>
Upgrade (replace with increased capacity)	<input type="checkbox"/>
New (provides new community benefit)	<input type="checkbox"/>
Study (not identified with CIP acquisition/construction)	<input type="checkbox"/>

4. Community Goals and Strategic Planning

i Identify and describe how the project furthers specific goals of the Comprehensive Master Plan. Is the project need identified in an engineering study, master plan, strategic plan or other planning document? Please identify. Has the project been requested by the City Council, Mayor, or community?

This project aligns with goals and policies in the City's adopted Water System Plan, namely:

- Goal CFP I - Provide and maintain adequate public facilities and services for today's population and future.
- Goal CFP II - Ensure that public facilities are adequate to serve the planned land use patterns in the City and its Urban Growth Area.
- Goal CFP III - Consider the City's fiscal position and community needs by optimizing available funds and seeking new revenue sources
- Goal CFP V - Develop and maintain a system of wastewater treatment and disposal and water supply and distribution which will support the future development of the area.

5. Community Benefit

i Describe the specific benefits to the community (economic development, public health and safety, transportation, cultural and recreational) and how those benefits will impact the community.

This project will help protect our Water Treatment Plant operators, allowing them to complete their duties providing and distributing clean drinking water in a safe environment.

6. Organizational Benefit

i List business processes or systems which will be impacted by this project and describe how they will be affected.

This project will help protect our Water Treatment Plant operators, allowing them to complete their duties providing and distributing clean drinking water in a safe environment.

7. Project Budget and Schedule

<u>Project Element</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>2027</u>	<u>2028</u>	<u>2029</u>	<u>TOTAL</u>
Design							\$ 0
Engineering							\$ 0
Acquisition							\$ 0
Construction	\$ 127,200						\$ 127,200
TOTAL	\$ 127,200	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 127,200

8. Funding

i Describe additional funding sources (other than City revenues such as sales tax, lodging tax, property tax or fees and charges) available to fund the project. What are the specific, funding sources, granting agencies, application and approval processes, and grant match requirements? What is the probability that the City will receive those funds?

Funding through the Water Fund. Utility rates structured to support the construction of this project.

9. Operating Budget Impact

i Describe the estimated operating budget impact of the proposed project in detail. Please discuss anticipated increases or decreases in payroll, utility, professional services, or other expenditure categories as a result of the project. Discuss potential cost avoidance. Please segregate ongoing and one-time costs / savings.

We do not expect this project to significantly change the labor, equipment, and materials associated with operating and maintaining the water utility.

PROJECT TITLE ANNUAL SHORT LIVED ASSETS

FUND(S) Water Capital \$683,700

Fiscal Year(s) Annually

OVERVIEW

1. Project Background and Description

i Describe why the project is needed (what problem is being addresses) and what the project will accomplish

The City will continue the replacement of annual short lived assets. Due to the amount of infrastructure within the City's water system, it is not feasible to estimate minor improvements, such as in-kind replacement of mechanical and electrical equipment. For the purposes of budgeting, an annual fund is being proposed that would establish means for incremental replacement of short-lived assets within the City's water system during the planning period.

2. Project Scope

i Define the project scope. Scope answers questions including what will be done, what won't be done, and what the result will look like

This project will facilitate replacement of minor improvements within the City's Water System. This typically will include in-kind replacement of mechanical and electrical equipment such as control valves, motor control centers, SCADA equipment, and all other appurtenances that support the operation of the City's Water System. A non-comprehensive list of replacements planned for 2024 includes the following:

- Replacement of 1 Chlorine Field Monitor (\$8,000)
- Replacement of 4 Chlorine tank head regulators (\$9,000)
- Replacement of Backflow Assembly Support Program (\$3,600)
- Replacement of 2 roll up doors at WTP (\$8,500)
- Addition of 2 backflow assembly devices for bulk water metering (\$7,000)
- Rebuild of 5 pressure reducing valves (PRV's) (\$20,000)

3. Project Type

Check

Repair	<input type="checkbox"/>
Replacement (replace with like capacity)	<input checked="" type="checkbox"/>
Upgrade (replace with increased capacity)	<input checked="" type="checkbox"/>
New (provides new community benefit)	<input type="checkbox"/>
Study (not identified with CIP acquisition/construction)	<input type="checkbox"/>

4. Community Goals and Strategic Planning

i Identify and describe how the project furthers specific goals of the Comprehensive Master Plan. Is the project need identified in an engineering study, master plan, strategic plan or other planning document? Please identify. Has the project been requested by the City Council, Mayor, or community?

This project aligns with goals and policies in the City's adopted Water System Plan, namely:

- Goal CFP I - Provide and maintain adequate public facilities and services for today's population and future.
- Goal CFP II - Ensure that public facilities are adequate to serve the planned land use patterns in the City and its Urban Growth Area.

5. Community Benefit

i Describe the specific benefits to the community (economic development, public health and safety, transportation, cultural and recreational) and how those benefits will impact the community.

The proposed improvements help protect the health and safety of the public primarily by keeping critical water system infrastructure operational.

6. Organizational Benefit

i List business processes or systems which will be impacted by this project and describe how they will be affected.

The project will help provide a funding mechanism to replace minor assets that are often not feasible to accurately estimate.

7. Project Budget and Schedule

<u>Project Element</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>2027</u>	<u>2028</u>	<u>2029</u>	<u>TOTAL</u>
Design							\$ 0
Engineering							\$ 0
Acquisition							\$ 0
Construction	\$ 106,000	\$ 109,180	\$ 112,360	\$ 115,540	\$ 118,720	\$ 121,900	\$ 683,700
TOTAL	\$ 106,000	\$ 109,180	\$ 112,360	\$ 115,540	\$ 118,720	\$ 121,900	\$ 683,700

8. Funding

i Describe additional funding sources (other than City revenues such as sales tax, lodging tax, property tax or fees and charges) available to fund the project. What are the specific, funding sources, granting agencies, application and approval processes, and grant match requirements? What is the probability that the City will receive those funds?

Funded through the Water Capital Fund.

9. Operating Budget Impact

i Describe the estimated operating budget impact of the proposed project in detail. Please discuss anticipated increases or decreases in payroll, utility, professional services, or other expenditure categories as a result of the project. Discuss potential cost avoidance. Please segregate ongoing and one-time costs / savings.

The proposed asset replacement program will help protect operating budgets from bearing the substantial costs of minor asset replacement that is often difficult to anticipate and plan for.

PROJECT TITLE Lead and Copper Ruling Revision Compliance

FUND(S) Water Capital \$150,000

Fiscal Year(s) 2024

OVERVIEW

1. Project Background and Description

i Describe why the project is needed (what problem is being addresses) and what the project will accomplish

In 2021 the United State Environmental Protection Agency (EPA) released a new regulation, the Lead and Copper Rule Revisions, to better protect communities from exposure to lead in drinking water. The new regulations requires all water purveyors to maintain a service line inventory, documenting the pipe and fitting materials at every service line in their water system. This requirement, placed on the purveyor, includes the purveyor's and the customer's portion of the service line. A complete inventory of our water system service connections is required to be submitted to the EPA by October 14, 2024. The City staff intends to perform as much of the inventory as possible, but expects to hire professional services to assist in the additional workload.

2. Project Scope

i Define the project scope. Scope answers questions including what will be done, what won't be done, and what the result will look like

Complete service line inventory of the City's water system and submit the inventory to the EPA by the October 2024 deadline. The work will include reviewing as-built and building permit information of homes constructed within the City from data sources such as the City's Building and Planning department, Chelan County Assessors Office, etc. The data collection effort may include surveying property owners and local contractors.

3. Project Type

Repair	<input type="checkbox"/>
Replacement (replace with like capacity)	<input type="checkbox"/>
Upgrade (replace with increased capacity)	<input type="checkbox"/>
New (provides new community benefit)	<input type="checkbox"/>
Study (not identified with CIP acquisition/construction)	<input checked="" type="checkbox"/>

4. Community Goals and Strategic Planning

i Identify and describe how the project furthers specific goals of the Comprehensive Master Plan. Is the project need identified in an engineering study, master plan, strategic plan or other planning document? Please identify. Has the project been requested by the City Council, Mayor, or community?

This project aligns with goals and policies in the City's adopted Water System Plan, namely:

- Goal CFP I - Provide and maintain adequate public facilities and services for today's population and future.
- Goal CFP II - Ensure that public facilities are adequate to serve the planned land use patterns in the City and its Urban Growth Area.
- Goal CFP III - Consider the City's fiscal position and community needs by optimizing available funds and seeking new revenue sources
- Goal CFP V - Develop and maintain a system of wastewater treatment and disposal and water supply and distribution which will support the future development of the area.

5. Community Benefit

i Describe the specific benefits to the community (economic development, public health and safety, transportation, cultural and recreational) and how those benefits will impact the community.

Gained knowledge related to lead and copper materials within our water system will benefit the community by further protecting our customers from adverse affects of lead and copper.

6. Organizational Benefit

i List business processes or systems which will be impacted by this project and describe how they will be affected.

Gained knowledge related to lead and copper materials within our water system will benefit the community by further protecting our customers from adverse affects of lead and copper.

7. Project Budget and Schedule

<u>Project Element</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>2027</u>	<u>2028</u>	<u>2029</u>	<u>TOTAL</u>
Design	\$ 150,000						\$ 150,000
Engineering							\$ 0
Acquisition							\$ 0
Construction							\$ 0
TOTAL	\$ 150,000	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 150,000

8. Funding

i Describe additional funding sources (other than City revenues such as sales tax, lodging tax, property tax or fees and charges) available to fund the project. What are the specific, funding sources, granting agencies, application and approval processes, and grant match requirements? What is the probability that the City will receive those funds?

Funded through the Water Capital Fund.

9. Operating Budget Impact

i Describe the estimated operating budget impact of the proposed project in detail. Please discuss anticipated increases or decreases in payroll, utility, professional services, or other expenditure categories as a result of the project. Discuss potential cost avoidance. Please segregate ongoing and one-time costs / savings.

We do not expect this project to significantly change the labor, equipment, and materials associated with operating and maintaining the water utility.

PROJECT TITLE **Water and Sewer Rate Study**

FUND(S) 50% Water Capital (\$50,000) 50% Sewer Capital (\$50,000)

Fiscal Year(s) 2028

OVERVIEW

1. Project Background and Description

i Describe why the project is needed (what problem is being addresses) and what the project will accomplish

An effective rate study generates a pricing structure and financial plan that satisfies the long-term obligations of the utility and targets equitable cost recovery from customers while conforming to legal constraints, agency policies, and community values. An updated water and sewer rate study will be necessary to ensure that connection charges and monthly rates will sustain the operational and capital needs of both the water and sewer systems.

2. Project Scope

i Define the project scope. Scope answers questions including what will be done, what won't be done, and what the result will look like

The City will contract with a professional service provider to update the existing water and sewer rate model to ensure connection charges and monthly rates will continue to sustain operational and capital needs for the City.

3. Project Type

Repair	<input type="checkbox"/>
Replacement (replace with like capacity)	<input type="checkbox"/>
Upgrade (replace with increased capacity)	<input type="checkbox"/>
New (provides new community benefit)	<input type="checkbox"/>
Study (not identified with CIP acquisition/construction)	<input checked="" type="checkbox"/>

4. Community Goals and Strategic Planning

i Identify and describe how the project furthers specific goals of the Comprehensive Master Plan. Is the project need identified in an engineering study, master plan, strategic plan or other planning document? Please identify. Has the project been requested by the City Council, Mayor, or community?

A utility rate study aligns with many community goals and strategic planning efforts. The Rate Study aligns with Goal CFP III of the adopted 2018 Water Comprehensive Plan to consider the City's fiscal position and community needs by optimizing available funds.

5. Community Benefit

i Describe the specific benefits to the community (economic development, public health and safety, transportation, cultural and recreational) and how those benefits will impact the community.

A utility rate study will help sustain the operational and capital needs of both the water and sewer systems.

6. Organizational Benefit

i List business processes or systems which will be impacted by this project and describe how they will be affected.

A utility rate study will help sustain the operational and capital needs of both the water and sewer systems.

7. Project Budget and Schedule

<u>Project Element</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>2027</u>	<u>2028</u>	<u>2029</u>	<u>TOTAL</u>
Design					\$ 56,000		\$ 56,000
Engineering							\$ 0
Acquisition							\$ 0
Construction							\$ 0
TOTAL	\$ 0	\$ 0	\$ 0	\$ 0	\$ 56,000	\$ 0	\$ 56,000

8. Funding

i Describe additional funding sources (other than City revenues such as sales tax, lodging tax, property tax or fees and charges) available to fund the project. What are the specific, funding sources, granting agencies, application and approval processes, and grant match requirements? What is the probability that the City will receive those funds?

50% Water Fund. 50% Sewer Fund.

9. Operating Budget Impact

i Describe the estimated operating budget impact of the proposed project in detail. Please discuss anticipated increases or decreases in payroll, utility, professional services, or other expenditure categories as a result of the project. Discuss potential cost avoidance. Please segregate ongoing and one-time costs / savings.

We do not anticipate this will affect the operating budgets of either the water or sewer funds.

PROJECT TITLE **Water Comprehensive Plan**

FUND(S) Water Capital \$180,250

Fiscal Year(s) 2025

OVERVIEW

1. Project Background and Description

i Describe why the project is needed (what problem is being addresses) and what the project will accomplish

Pursuant to the requirements of WAC 246-290-100 and the Washington State Department of Health, the City of Chelan is required to update our Water System Plan every 10 years. The principal goal of water system planning is to identify future needs and apply available resources most efficiently in order to provide high quality service at the lowest cost while protecting the health of the community. Planning is a cornerstone of water system capacity. Water systems with strong technical, managerial, and financial capacity are well positioned to provide efficient, high quality service now and into the future.

All public water systems must develop and implement a technical, managerial, and financial plan appropriate to the system's size, complexity, and performance; expected demographic changes; community-specific resource constraints; and planning history.

2. Project Scope

i Define the project scope. Scope answers questions including what will be done, what won't be done, and what the result will look like

See project description above.

3. Project Type

Check

Repair	<input type="checkbox"/>
Replacement (replace with like capacity)	<input type="checkbox"/>
Upgrade (replace with increased capacity)	<input type="checkbox"/>
New (provides new community benefit)	<input type="checkbox"/>
Study (not identified with CIP acquisition/construction)	<input checked="" type="checkbox"/>

4. Community Goals and Strategic Planning

i Identify and describe how the project furthers specific goals of the Comprehensive Master Plan. Is the project need identified in an engineering study, master plan, strategic plan or other planning document? Please identify. Has the project been requested by the City Council, Mayor, or community?

Water System Planning is an integral part of the City's Capital Planning efforts and is the basis behind the Capital

5. Community Benefit

i Describe the specific benefits to the community (economic development, public health and safety, transportation, cultural and recreational) and how those benefits will impact the community.

This project will facilitate the City being able to plan for improvements that will help maintain capacity to serve the community with water.

6. Organizational Benefit

i List business processes or systems which will be impacted by this project and describe how they will be affected.

This project will facilitate the City being able to plan for improvements that will help maintain capacity to serve the community and meet the Department of Health requirements.

7. Project Budget and Schedule

<u>Project Element</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>2027</u>	<u>2028</u>	<u>2029</u>	<u>TOTAL</u>
Design		\$ 180,250					\$ 180,250
Engineering							\$ 0
Acquisition							\$ 0
Construction							\$ 0
TOTAL	\$ 0	\$ 180,250	\$ 0	\$ 0	\$ 0	\$ 0	\$ 180,250

8. Funding

i Describe additional funding sources (other than City revenues such as sales tax, lodging tax, property tax or fees and charges) available to fund the project. What are the specific, funding sources, granting agencies, application and approval processes, and grant match requirements? What is the probability that the City will receive those funds?

Funding through the Water Fund. Utility rates structured to support the construction of this project.

9. Operating Budget Impact

i Describe the estimated operating budget impact of the proposed project in detail. Please discuss anticipated increases or decreases in payroll, utility, professional services, or other expenditure categories as a result of the project. Discuss potential cost avoidance. Please segregate ongoing and one-time costs / savings.

We do not expect this project to change the labor, equipment, and materials associated with operating and maintaining the water utility.

EQUIPMENT REPLACEMENT

Equipment Replacement and Cash Flow Schedules - 2024-2029

FINANCIAL SECTION		2024	2025	2026	2027	2028	2029
Beg. of Year Projected Cash Balance		1,251,766	1,393,120	804,438	488,386	737,860	838,556
Replacement Rental Fee		266,354	271,681	277,115	282,657	288,310	294,076
Annual Rental Rate Increase		2%	2%	2%	2%	2%	2%
Bathroom Project Loan Repayment							
Equipment Replacement Expense		125,000	860,363	593,167	33,183	187,613	487,199
Projected Year End Cash on Hand		1,393,120	804,438	488,386	737,860	838,556	645,434
Replacement Cost Inflation (5% per Year)		10.3%	15.8%	21.6%	27.6%	34.0%	35.7%

Vehicle Number	Model Year	Description	Original Cost	Purchase Year	Replacement Value	Vehicle Service Life	Replacement Year	2024	2025	2026	2027	2028	2029
110	2016	John Deere Mini-Exc	73792	2016	75400	25	2041						
111	1998	JD Backhoe	63000	1998	120000	23	2021		138,915				
113	2018	Ford F-3501 Ton 4-Door	60000	2018	87000	15	2033						
116	2003	Ford F550 Dump	46105	2003	90000	15	2018						
118	2006	Chev. 1 Ton Crew	73500	2021	73500	15	2036						
125	2018	Ford F-150 Crew Cab 1/2 Ton	30000	2018	39000	15	2033						
114	2016	Ford F-250 Crew	34000	2016	49300	15	2031						
TBD	2003	Ford Ranger4x4	17702	2003	37000	19	2022						
123	2017	Dodge 1/2Ton 4x4 (PW DIR.)	32000	2017	34000	15	2032						
324	2011	Ford F-150 Crew Cab 1/2 Ton	25000	2011	37000	15	2026			44,974			
124	2018	Ford F-150 Crew Cab 1/2 Ton	30000	2018	39000	15	2033						
119	2000	Jeep Cherokee		2020	37000	5	2025						
NEW		Vehicle - Water, Sewer, Streets Funding (TBD)		2025	37000								
310	1984	IH Vac Truck Rebuild	51126	1984	140000	44	2028					187,613	
311	2010	Bobcat	22500	2010	25000	20	2030						
312	2017	Ford F550 w/crane	109000	2017	143880	16	2033						
318	2014	Sewer Jet	73000	2014	73000	20	2034						
320	2018	Ford F-150 Crew Cab 1/2 Ton	32000	2018	41600	15	2033						
314	202	Ford F-150 Crew Cab 1/2 Ton	36000	2020	37000	15	2035						
410	2016	Hyster Forklift	25000	2017	28000	15	2032						
416	2016	Ford F-550 Hooktruck	44000	2016	44000	13	2029						59,712
425	2020	Labrie	315000	2020	315000	13	2033						
409	2015	Labrie	280000	2015	315000	14	2029						427,487
418	2008	Labrie	223000	2008	315000	17	2025		364,652				
419	2010	Ford F550 Hook Lift	40000	2009	50000	12	2021			60,775			
421	2004	Freightliner Rolloff	99548	2013	145000	12	2025		167,856				
NEW		Single Axle Dump Truck W/ Blade & Sander	68000	2022	200000	18	2040						
NEW		Single Axle Dump Truck W/ Blade & Sander		2024				100,000					
		Water Truck	50000	2020	55000	15	2035						
507	1990	Cat Grader	85903	1990	175000	31	2021			212,714			
550	2018	JD Loader	160000	2018	175000	20	2038						
511	1993	Equipment Trailer	10669	1993	18000	30	2023			21,879			
514	2011	Snow Blower	85000	2011	100000	20	2031						
520	2002	Sull Air Compressor	13000	2002	13000	25	2027	25,000					
521	2007	Chev 1/2Ton 4x4	27000	2007	37000	15	2022						
526	2015	6yd 4X4 Dump Truck	95852	2015	100000	20	2035						
528	1998	JD Loader	98000	1998	200000	26	2024			243,101			
529	2001	Small Tilt Deck Trailer	5000	2001	8000	22	2023			9,724			
530	2000	Cat Roller	25000	2000	25000	25	2025		28,941				
533	2003	Vactor Unit	70000	2003	130000	20	2023						
535	2004	IH Tandem Axle Dump Truck	95000	2004	140000	20	2024		160,000				
536	2007	Freightliner Sweeper	172310	2007	210000	18	2022						
515	2018	Ford F-350 1 Ton 4x4 Single Cab Shop Truck	56000	2018	78400	20	2038						
603	2015	Chev Equinox	25000	2015	26000	12	2027				33,183		
604	2009	Chev Trailblazer	22555	2009	26000	11	2020						
701	2007	Ford Focus	13000	2007	18000	13	2020						
	1993	Ford Camera Van	21944	2014	22000	30	2044						
Capital Outlay Total								125,000	860,363	593,167	33,183	187,613	487,199