



9605 NE 24th Street • Clyde Hill, Washington 98004
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2022 CAPITAL FACILITIES PLAN

CITY OF CLYDE HILL, WASHINGTON

The City of Clyde Hill is responsible for providing facilities and services that are needed by the residents and businesses of the City for a safe, secure and efficient environment within which to conduct their affairs. These services and facilities include, but are not limited to: police service, fire protection, building and land use management services, street and storm sewer service, parks and recreation. Often the availability and quality of these services are a primary reason for families to choose a particular community over another. As such, the adequacy of these services and the related facilities greatly influence the quality and character of a particular community.

Since these services cannot be delivered without capital facilities, the appropriate supply of capital facilities must be adequate to meet future service requirements. This plan seeks to ensure such a supply by planning ahead to meet these future needs.

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

Understanding what the future needs of the community will be is accomplished through the development of the City's Comprehensive Plan, which provides a framework for the future growth and character vision of the community. Individual plans or studies are used to address the issue of what is needed to provide an effective and efficient service delivery system for the various service elements.

The final aspect of a Capital Facilities Plan addresses the appropriate mix of revenues needed to meet the various elements of the plan. Choosing the most effective array of

facilities considering limited resources and competing demands requires a great deal of policy-making and implementation coordination. Financial planning and implementation of capital facilities cannot be effectively carried out on an annual basis, since their financing requires multi-year commitments of fiscal resources. Because of this, a Capital Facilities Plan is long range in its scope.

Any plan is a tool to aid in decision making. This plan is no exception. Annual budget decisions will be aided by outlining how the needed capital facilities of the future can be successfully provided. The Capital Facilities Plan is not intended to substitute for annual budget decisions, only provide a tool for making those budget decisions.

Since the entire comprehensive planning process, of which facility planning is only a part, is seen in Clyde Hill to be a continuing, evolving process of managing change, this plan, along with the various related plans, will be continually reviewed and updated.

ELEMENTS OF THE PLAN

Expenditure Components

The Capital Facilities Plan provides a framework to plan for the orderly implementation of capital improvements and facilities directly affecting the City's services and operations. The term capital improvements or facilities are widely used terms having different meanings to different persons. The use of these terms within this plan however, are intended to represent improvements, projects, equipment, facilities or assets of the City that require a financing policy of a longer term character than that which can not be readily afforded by the annual operating budget cycle of the City.

The basic planning policy document of the City is its Comprehensive Plan. The Comprehensive Plan is a series of planning elements that address all aspects of the City's future development and land use. A series of other plans then address in greater detail the development of particular elements within the City. The street system is supported through the City's annual Transportation Improvement Program (TIP) and condition rating survey. The storm sewer system was initially supported through the results of a comprehensive system study that was completed in November 1992 and a Stormwater Improvement Plan (SIP) that was discussed in 1996. The parks & recreation system is guided by the Comprehensive Plan. The criminal justice programs are guided by recommendations from the staff and Council approval. The public facility sections of this plan are supported through the Comprehensive Plan, the Facilities Master Plan, the staff and Council guidelines. The equipment replacement schedule is supported through a detailed equipment replacement schedule that is revised annually and presented to the Council for review.

The following are descriptions of expenditure types within six basic categories: Street System, Storm Sewer System, Parks & Recreation, Criminal Justice, Public Facilities and Other Special Projects. Six year projections of projects and needs within the following categories are represented in the City's Capital Facilities Plan.

Street System

A. Annual Overlay Program - Implementation of the City's road system Transportation Improvement Program (TIP). The TIP is annually updated after a visual analysis and a condition rating survey of all the roads within the City's jurisdiction.

In response to the noticeable increase in cut through traffic due to the new Hwy 520 bridge, the City has form a committee to study traffic / speed management improvements. Expenditures to support the committee's work are budgeted in the Special Projects Department of the Projects Fund starting in 2017 through present.

B. Other Street Projects - Represents road related projects besides the annual overlay program such as; traffic calming ideas, curb replacement, safety improvements, guard rails, speed bumps or their removal or extraordinary patching and new roads.

C. Sidewalk/Pedestrian Improvements - Represents costs relating to sidewalk and pedestrian safety or convenience projects within the rights-of-way. Some of these projects relate to safety buttons, additional sidewalks and trails.

Storm Sewer System

A. Storm Sewer Improvements - Represents costs for the implementation of the City's Comprehensive Storm System Study and the City's Stormwater Improvement Plan (SIP).

B. Pond Maintenance Projects - Represents pond maintenance and dredging projects for Aqua Vista Lake (done in conjunction with the homeowners), Clyde Loch (done in conjunction with the homeowners), and the ponds at the Overlake Golf and Country Club (accomplished per the settlement agreement with the Club).

C. System Maintenance & Depreciation - Represents larger costs outside the operating budget relating to the repair of the existing system due to age and depreciation.

D. Comprehensive Storm System Study & Analysis - Costs to implement a comprehensive study of the City's storm sewer system.

Parks & Recreation System

A. Park Improvements - Represents costs for the implementation of the City's Comprehensive Plan (relates to the construction of new elements or upgrades to the system).

B. Park Land Purchases - Represents costs relating to the potential purchase of additional park property within the City.

C. Park Maintenance - Represents larger costs outside the operating budget relating to the repair of the existing system due to age and depreciation. Some of these projects might include: Tennis court repair and overlay, park equipment or furniture repair or landscaping.

Criminal Justice Program

A. Equipment - Represents equipment costs that are funded through the Criminal Justice program.

Public Facilities

A. City Hall - Represents costs relating to the extraordinary maintenance of the City Hall (roof, internal and external structure), facility upgrades (sound system, structural improvements), and mechanical replacements (heating/cooling systems).

B. Police Department - Represents costs relating to the extraordinary maintenance of the police department.

C. Public Works Building - Represents costs relating to the extraordinary maintenance of the public works "shop" building. This building also includes the public restroom facilities.

D. Land Purchases - Represents costs relating to the potential purchase of additional public property within the City for future facility use.

Equipment Replacement Schedule

A. Equipment Replacement Schedule - Represents costs to keep track of the City's "major" pieces of equipment and plan for their eventual replacement.

Revenue Components

There are a number of available revenue sources that could potentially be used to fund the expenditure items within the Capital Facilities Plan. These revenue items are summarized below. Additional funding sources such as the property tax, utility tax or

other general purpose revenues located within the General Fund could be used to fund the Capital Facilities Plan but are currently not recommended for this use.

A. Real Estate Excise Taxes - Represents revenues derived from the 1/4 of 1% excise tax on the sale of real estate within the City. Use of these funds is restricted for the implementation of the City's Capital Facilities Plan.

B. Growth Management Real Estate Excise Taxes - Represents revenues derived from an additional 1/4 of 1% excise tax on the sale of real estate within the City. Use of these funds is restricted for any capital purpose identified in a capital improvements plan and local capital improvements, including those listed in RCW 35.43.040.

C. Street Utility Fees - Represents revenues derived from fees generated through the enactment of a street utility. The City does not currently have a street utility. Based on a 1996 Seattle suit, the constitutionality of this revenue source is in question.

D. Storm Water Utility Fees - Represents revenues derived from fees generated through the enactment of a storm water utility. The City does not currently have a storm water utility.

E. Motor Fuel Taxes - Represents revenues derived from the fuel tax on gasoline. In September, 2005, the two gas tax revenues received by the City as state entitlements were combined into the unrestricted gas tax revenue source. This revenue is currently recorded in the General Fund and is being used to fund operating expenses relating to the maintenance of the street system.

The City receives a quarterly payment from the State on a per capita basis. From the booklet issued by Municipal Research & Service Center (MRSC) entitled "Budget Suggestions", the City determines what amounts to expect to receive from gas tax related revenue each year per person living in Clyde Hill. The State Office of Financial Management (OFM) officially estimates Clyde Hill's population for State revenue distributions as of April 1st each year.

F. Vehicle License Fees – The City has not received any revenue from this source since January, 2003 due to State Initiative 776. The State Supreme Court has decided that I-776 is constitutional.

Vehicle License Fees represented revenues derived from the July 1991, implementation of King County's additional 1% vehicle license fee. This revenue source was located in the General Fund and was being used to fund operating expenses relating to the maintenance of the street system. Revenues from this source were used for transportation purposes only which may include construction, reconstruction, maintenance, repair and betterment of city streets; including the cost and expense of right-of-way acquisition, installing, maintaining and operating traffic signs and signal lights as well as the

necessary operating, engineering and legal expenses connected with the administration of the City's streets.

G. Connection Fees - Represents revenues derived from fees charged to those who make a connection to the City's storm water system. This is a revenue source that the City does not currently use but can be set up as part of a storm water utility package. Fees should be set to cover the cost of the City inspecting the connection.

H. Developer Impact Fees - Represents developer "contribution" revenues that can only be based on the direct benefit or impact from the developer. These fees can be used for parks and open space development, road or storm system improvements or even for schools, fire or police services.

I. County Road and Street Revenue - Represents revenues derived from the Federal Highway Act through Federal motor fuel taxes. These revenues are distributed to the state and then allocated through a regional process. The City received \$15,941 in 1993, approximately \$43,000 in 1997 and approximately \$23,900 in 1999.

J. Grant Revenues - Represents revenues derived from any Federal or State grant programs. These programs are somewhat scarce, usually have strings attached to them and are highly competitive. The City is able to use its "small city" status to compete effectively where and when appropriate.

The City has participated in the State Department of Ecology's National Pollutant Discharge Elimination System (NPDES) grant program since 2008. This program is designed to improve water quality from Clyde Hill going into Lake Washington.

K. Local Improvement Districts (LID) - Represent a method of implementing specific improvements by allocating the costs of the project among the benefiting properties. These projects are usually financed through long-term bonds, the repayment of which is mainly from the collection of the assessments from the benefiting properties. This type of financing, if forfeited, does not apply against the utility or the City, because the benefiting properties have funded their own "guarantee" at the time of formation. A utility local improvement district (ULID) is a similar type of financing instrument. The difference between the LID and the ULID is that the ULID is guaranteed by the utility, and many times, the city is also a participant. ULID's normally are used to fund an improvement that is system wide.

L. Bonds - Represents revenues derived from the issuance of bonds. There are a few different types of bonds that are available for our use. Councilmanic general obligation bonds could be approved by the Council for a specific capital project. The statutory bond limit was increased in 1994 to allow for 1.5% of the current overall assessed value of the City. This type of bond allows up front funding for any municipal purpose and pledges

future revenues of the City to pay off the debt. General obligation bonds require a simple majority vote of the people for approval. Current law limits this obligation to 2 1/2% of the current overall assessed value of the City. General obligation bonds require current "users" or residents to pay off the debt during the term of the bond. State law also authorizes an additional 2.5% for parks and open space and another 2.5% for utility projects. Both of these types of bonds are classified as G.O. bonds and therefore require a simple majority vote of the people for approval.

Revenue bonds represent a funding source whose principal and interest are payable exclusively from the earnings of a proprietary operation. Proprietary operations represent governmental services that are supported mainly by rates and user fees, such as a water or sewer utility. There are no statutory limits for the amount of this type of indebtedness, but the bondholders will certainly look at the liquidation of the operation to capitalize their return.

M. Criminal Justice Revenues - Represents revenues that are to be directed toward municipal criminal justice assistance. A number of sources make up the total of this revenue source. One is a direct allocation from the state's general fund that was only offered from the 3rd quarter 1990, through the 2nd quarter of 1991. The City received approximately \$7,400 from the state. A second source of Criminal Justice funding is from a portion of the state's motor vehicle excise tax that was prorated on a per capita basis till 1-1-94. Starting in 1994, a new distribution formula was established which resulted in less revenue for Clyde Hill. Because of I-695, parts of this source of revenue were slated to disappear after the 1st quarter of 2000. The State Legislature provided a portion of the lost revenue in 2000 through 2002 and then stopped providing municipal criminal justice assistance altogether. A third source of criminal justice funding comes from King County's .1% sales tax. This money is distributed to the City on a monthly per capita basis. A fourth source of criminal justice funding is from the Town of Yarrow Point, who shares their funding with Clyde Hill as a contractual obligation for the provision of 24/7 police services.

Criminal justice revenues are not to be used to replace or supplant existing funding. The state auditors provided us with the following guidelines or criteria for the appropriate use of this revenue:

- The total police department budget must not go below the 1989 amount of \$476,362 by using criminal justice revenues. In other words, the City must continue to fund the police department budget at or above the 1989 levels.
- At least \$200/yr. needs to be spent in the General Fund for the specific purpose of crime prevention or for the DARE program. This \$200 represents the City's 1989 funding baseline for these activities. The City must continue to fund these direct criminal justice programs at or above the 1989 levels.

- All revenues are to be used such that they will substantially assist the City's criminal justice system.

Policy Statements and Objectives

The following statements of policy and goals are used to assist and provide guidelines in deciding upon the element of the City's Capital Facilities Plan.

- Use the Capital Facilities Plan as a means of implementing the Comprehensive Plan.
- Ensure that needed capital improvements are implemented on a timely basis.
- Update and present to the Council a Capital Facility Plan annually to ensure an up-to-date, responsive and coordinated plan.
- Development shall be allowed only when and where all public facilities are adequate, and only when and where such development can be adequately served by essential public services without reducing the quality and level of service elsewhere.
- If adequate facilities are currently unavailable and public funds are not committed to provide such facilities, developers must provide such facilities at their own expense to develop.
- The City should continue to investigate assisting through LID's and latecomer agreements, where possible. Where public funding is available, the City may participate in developer initiated facility extensions or improvements, but only if the improvements benefit the broader public interest, and are in accord with the specific policies and recommendations of the appropriate public facilities plan.
- Preserve and promote those community facilities and programs that are important to the safety, health and social needs of families and children in Clyde Hill.
- Provide a comprehensive parks and open space system that responds to the recreational, cultural, environmental and aesthetic needs and desires of the Clyde Hill community.
- Continue to provide for the effective annual maintenance of the City's street system.
- Recognize through all transportation policies and facilities that pedestrian and bicycle transportation modes are a basic means of circulation and enjoyment.
- Coordinate efforts with the City of Bellevue to assure effective and efficient water and sanitary sewer service to meet the needs of the Clyde Hill community.

- General revenues should be used only to fund projects or equipment that provide a general benefit to the entire community within the general governmental functions of the City.
- The City should consider the full range of financing options available to finance capital facility projects and equipment.



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2022 CAPITAL PROJECT DESCRIPTIONS

The City's Capital Improvements Plan is a combination of projects reflecting the City's road, stormwater, and sidewalk systems. In addition, it encompasses all public facilities like the City Hall and the Public Works Building. In July, the Council reviewed a condition rating of every road in the City and approved a ranking of road and sidewalk improvements for the next six years.

-CAPITAL PROJECTS-

2022 Road Overlay Projects – \$317,333:

The 2022 Capital Budget includes grind and overlay of the following road segments, as authorized by the TIP (authorized in July):

- ~~94th Ave (25th to 26th)~~
 - Staff have just been advised by the City of Bellevue that they will be overlaying this area at a later date (possibly 2023) due to their work on the water main.
- 15th St (97th Ave to 98th Ave)
- ~~19th Pl (West cul-de-sac to East cul-de-sac)~~
 - Staff have just been advised by the City of Bellevue that they will be overlaying this area in 2023 due to their work on the water main.
- 31st St (96th Ave to 98th Ave)

Please note that the City of Bellevue is anticipated to perform other overlays in Clyde Hill next year (in addition to what is stated above).

Stormwater Projects – \$600,000:

The City has generally budgeted \$250,000 per year to address several stormwater projects. Due to a failure to acquire any competitive bids as well as a failure to design any projects in 2020 for 2021, no stormwater projects moved forward in 2021. Staff recommend increasing this yearly amount to \$300,000 and, as a result of no projects occurring in 2021, doubling the budgeted amount for stormwater projects in 2022.

The City's on-call engineer, KPG, is currently working on scoping out the development of the City's Stormwater Management Action Plan (SMAP). It is anticipated that part of the SMAP will include identification and strategic assessment of various stormwater projects as well as propose a timeline and order for tackling said projects. The SMAP still being under development, a definitive list of stormwater projects is not yet ready for inclusion herein.

Storm/Road Maintenance & Problems – \$75,000:

There always seems to be a few spots in the City's stormwater system or patches in the road that require a minor repair. Staff recommends an on-going account in the Capital Projects Department for these purposes. This also includes replacing existing storm covers with more free draining grates that do not clogged as easily. The City replaces these grates as part of any new overlay. This will continue and will be buttressed by replacing more grates throughout the City if/when the opportunities arise.

Sidewalk Projects – \$0:

The 2022 Capital Budget does not include any money for designing, engineering, or building of any sidewalks or pathways. Replacement of the sidewalk along 84th Ave between 12th St and 24th St is scheduled to take place beginning in 2023 and ending in 2025.