

**MONTESANO CITY COUNCIL AGENDA
SPECIAL SET MEETING
July 29, 2019
7:00 p.m.**

CALL TO ORDER

FLAG CEREMONY

ROLL CALL

ORDINANCES & RESOLUTIONS

Resolution RE: modification of the Capital Facilities Plan

ADJOURN

RESOLUTION NO. 954

A RESOLUTION ESTABLISHING A CAPITAL FACILITIES PLAN FOR THE CITY OF MONTESANO.

RECITALS:

1. Under RCW 82.14.370 the legislative authority of a rural county is granted the authority to impose a sales and use tax at a rate not to exceed 0.09 percent of the selling price in the case of a sales tax or value of the article used in the case of a use tax.
2. Under the provisions of RCW 82.14.370(3)(a) moneys collected may only be used to finance public facilities serving economic development purposes in rural counties and finance personnel in economic development offices. For cities that do not fall under the scope of the Growth Management Act requirements, in order to be considered for funding the public facility for which the city is seeking funding from RCW 82.14.370 revenues must be listed in the Capital Facilities Plan of the City.
3. The purpose of a Capital Facilities Plan is to allow a city of determine the short and long terms needs of its citizens as those needs relate to public facilities.
4. To create the required Capital Facilities Plan for the City of Montesano, the Council referred the matter to the Public Works Director for consideration of the various elements and requirements necessary for capital projects within the City of Montesano, both for the short term and in the future. The Public Works Director has conducted an extended review

of the short term and long term needs of the City.

5. The Council has undertaken a review of the Capital Facilities Plan proposed by the Public Works Director. It has considered the proposed Plan and all information received in relation to the proposed Plan and has determined it appropriate to move forward with adoption of the Plan.

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS BY THE CITY COUNCIL OF THE CITY OF MONTESANO, THE MAYOR SIGNING IN AUTHENTICATION THEREOF:

SECTION I: The Council makes the following findings:

A. The Capital Facilities Plan as now under consideration, is necessary for the strategic planning necessary for the City of Montesano in the short term and the long term, and will assist future administrations with planning for the public facility needs of the citizens of Montesano.

B. The Capital Facilities Plan meets the present and future anticipated planning needs of the City.

C. The adoption of the Capital Facilities Plan is an appropriate and necessary exercise of the planning authority of the City.

SECTION II: That certain Capital Facilities Plan, a copy of which shall be signed by the Mayor, shall be and is hereby adopted as the Capital Facilities Plan of the City of Montesano. A copy of the Capital Facilities Plan shall be maintained on file in the Office of the Clerk-controller.

PASSED THIS _____ DAY OF _____, 2019, by the City Council of the City of Montesano, and signed in authentication thereof this _____ day of

_____, 2019.

CITY OF MONTESANO:

VINI E. SAMUEL, Mayor

ATTEST:

_____, CFO/City Clerk

APPROVED AS TO FORM:

CHRISTOPHER JOHN COKER, City Attorney

City of Montesano

Capital Facilities Plan



July 2019

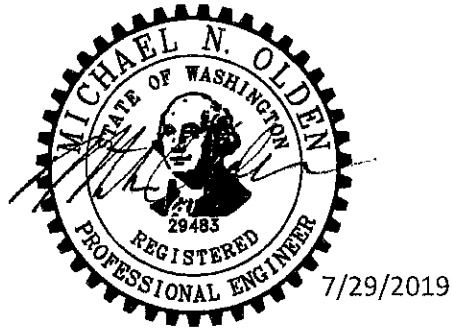
Adopted 7/29/19 – Resolution #954

CERTIFICATE OF ENGINEER

**CITY OF MONTESANO
CAPITAL FACILITIES PLAN**

JULY 2019

The technical material and data contained in this report were prepared under the supervision and direction of the undersigned, whose seal as a professional engineer licensed to practice as such, is affixed below.



Introduction

The purpose of capital facilities planning is generally to:

- Provide adequate public facilities to serve existing and new development
- To establish sound fiscal policies to guide Montesano in planning for public facilities
- Ensure that facilities will be in place when development occurs.

A Capital Facilities Plan (CFP) is required for jurisdictions planning under the Growth Management Act. The City of Montesano is not required to plan under the GMA, however, a CFP can help prioritize projects, coordinate related projects, and can help the City be ready to apply for loan and grant opportunities. Specifically, to be eligible for County economic development funds under RCW 82.14.370, the capital improvement must be listed in a capital facilities plan.

Related Plans and Documents

The City conducts capital facility planning for various public works and emergency services. Current and ongoing planning can be found in the current versions for the following documents:

- City of Montesano Six Year Transportation Improvement Program (TIP)
- City of Montesano Water System Plan
- City of Montesano Wastewater System Facility Plan
- City of Montesano Stormwater Management Plan
- City of Montesano Forest Plan
- City of Montesano Park and Recreation Plan
- City of Montesano Fire Department Strategic Plan
- Public Works Facilities Site Evaluation and Predesign Reports
- Grays Harbor County Hazard Mitigation Plan – Montesano Element

These plans generally contain inventories of facilities and are the basis from which projections of needs and priorities are discussed to provide specific direction to Elected Officials and staff.

The Capital Facilities Element of the City of Montesano Comprehensive Plan does not identify specific City facility projects, but does provide general direction for City priorities. Part of the direction of the Comprehensive Plan is to establish a progressive effort to develop the business and commercial district to provide a more stable tax base that can assist in "required" and "needed" improvement projects.

Capital Facility Inventory

In addition to the facilities identified in the related planning documents referenced above, other City capital facilities include City Hall, Wynooche Cemetery and the Park and Ride Site

Future Needs

In addition to the specific needs identified in the related planning documents discussed above, the City has established the following future needs:

- A more stable tax base that can assist in "required" and "needed" improvement projects.
- A comprehensive survey of administrative and emergency service facilities to assess conditions and develop cost estimates for long term needs for each facility.
- Development of a Cemetery Plan

Future Projects Identified

The following are capital facility projects that are not otherwise specifically identified in other related City planning documents:

Construction of a Medical Center/Clinic on City Property

This project includes preliminary design, design and construction of a City owned medical building that will be leased to private practitioners. The focused of the project is on rural healthcare reform and economic development by creating a public private partnership for a medical center hosting multiple clinics which support residency rotation in internal, family medical and pediatric care and pediatric mental health. Hospital rotations could include Grays Harbor and Pacific counties. The total estimated project cost is \$9.6 Million. Project implementation may take three to four years with funding coming from the City, County

Economic Development, Transportation Improvement Board, leaseholders and State Capital. The preliminary funding strategy is outlined in the following Table.

Funding Source	Funding Amount
City	\$1.1 Million
Leaseholders via City Financing	\$2.1 Million
Transportation Improvement Board	\$1.4 Million
County Economic Development	\$1.0 Million
State Capital Budget	\$4.0 Million

City funding will include street and utility funds for upgrading existing infrastructure and matching TIB funding. The City will also provide in-kind property and project management. The City anticipates that leaseholder agreements will allow for financing. TIB funding will be used along with City matching funds to upgrade the street access. County Economic Development funding will be utilized to verify the preliminary design assumptions through a feasibility study in the first year and then fund building design and improvements in subsequent years. The State Capital funding will cover the balance of the cost. The entire project is contingent upon receiving the State Capital funding. The only investment that would be made prior to obtaining State Capital funds would be in-kind project management and County Economic Development funds for preliminary design and further evaluation of project viability.

Feasibility Study for a Combined Police/Fire Facility

This project includes hiring a consultant to evaluate the feasibility of constructing a combined Police and Fire facility. The study work will include facility siting, proposed layouts and a preliminary evaluation of costs, other partnership opportunities and financial viability. The estimated cost of the study work is in the range of \$50,000.

Cemetery Plan

This project includes comprehensive planning for the Wynooche Cemetery. The scope of work includes an evaluation of capacity, development of a capital improvement program and an analysis of projected revenue and cost over ten and twenty year periods. The cost analysis will include recommendations for long term fees and service charges. The work will likely need to be conducted using City staff.

Inclusion by Reference

Capital facility projects identified in the related plans and documents herein are included in the City's CFP by reference.