

## CAPITAL FACILITIES ELEMENT

- **Guide urban growth to areas where urban services can be adequately provided.**
- **Reduce urban sprawl.**
- Encourage efficient multi-modal transportation systems.
- Encourage the availability of affordable housing to all economic segments of the population.
- **Encourage economic development throughout the State.**
- Ensure that private property is not taken for public use without just compensation.
- **Encourage predictable and timely permit processing.**
- Maintain and enhance natural resource-based industries.
- Encourage retention of open space and development of recreational opportunities.
- **Protect the environment and enhance the State's quality of life.**
- Encourage the participation of citizens in the planning process.
- **Ensure the availability of adequate public facilities and services necessary to support development.**
- Identify and preserve lands and sites of historic and archaeological significance.
- Carry out the State policy for Shorelines of the State as identified in RCW 90.58.020.

*Growth Management Act goals that are addressed in this chapter are shown in bold.*

## **CHAPTER 7 - CAPITAL FACILITIES**

### **I. INTRODUCTION AND PURPOSE**

Section 36.70A.070 of the Washington State Growth Management Act requires that a portion of each municipality's comprehensive plan be dedicated to public facility planning. The purpose of the Capital Facilities Element is to implement the goals and policies of each element of the Comprehensive Plan. The City may amend the Capital Facilities Element annually to accommodate future changes.

This Capital Facilities Element has been developed in accordance with the Walla Walla County-wide Planning Policies and has been integrated with other elements of the Waitsburg Comprehensive Plan in order to maintain consistency throughout the document. The Capital Facilities Element identifies and analyzes facilities and their projected needs for a period of 20 years. The Plan then outlines a six-year program of capital improvements and a 20-year generalized schedule of capital improvements. Current and desired levels of service, proposed improvements, and historic use of funds are considered in conjunction with available funding sources in determining how many and what types of improvements the City of Waitsburg can afford to do within both time frames.

### **II. INVENTORY AND ANALYSIS**

The following section details the current status of City facilities, notes the necessary improvements and lists an estimated cost of those improvements. Figure VII-1 identifies the location of the facilities discussed in this section.

#### **A. City Hall**

City Hall is located in the center of downtown Waitsburg in the old First National Bank of Waitsburg building. Built around 1900 and listed on the National Register of Historic Places and considered the corner stone of the City's Historic District. The Waitsburg First National Bank was one of only two banks in the Walla Walla Valley (Baker Boyer Bank was the other) that was not forced to close during the depression. City Hall was moved from Weller Library in the early 1970s when a new bank branch was built across the street. Currently, it houses offices for City Administration and public works.

In 2018, the City worked with a structural engineer to identify and provide cost analysis for a variety of improvements to City Hall in order to make the building ADA compliant and more useful. Of those improvements identified, an ADA accessible ramp is needed to accommodate handicapped and elderly citizens wanting to access City Hall. Other improvements include exterior brick repointing and an elevator/chairlift for second story access to better utilize the upstairs for purposes beyond storage space as well as for the creation of a formal City Council chambers. Other improvements included upgrades to its heating system, new exterior windows, and the roof will need replaced in the near future.



Due to the high cost of needed repairs to the current City Hall, City Council approved the purchase of a new building at the north end of Main Street that can accommodate all the City's needs in a more cost effective manner over the foreseeable future. City intends to move into the new building by start of the New Year once minor modifications are done to the building to improve access and provide other updates to the space May consider consolidation of other City Departments into the building as needs arise.

In addition to the existing public space provided at City Hall, the City uses the Lions Club Memorial Building at the Waitsburg Fairgrounds for larger meetings, including City Council and Planning Commission meetings. Even with a change in location of City Council meetings, this facility will continue to meet the City's needs with in the 20-year growth projections.

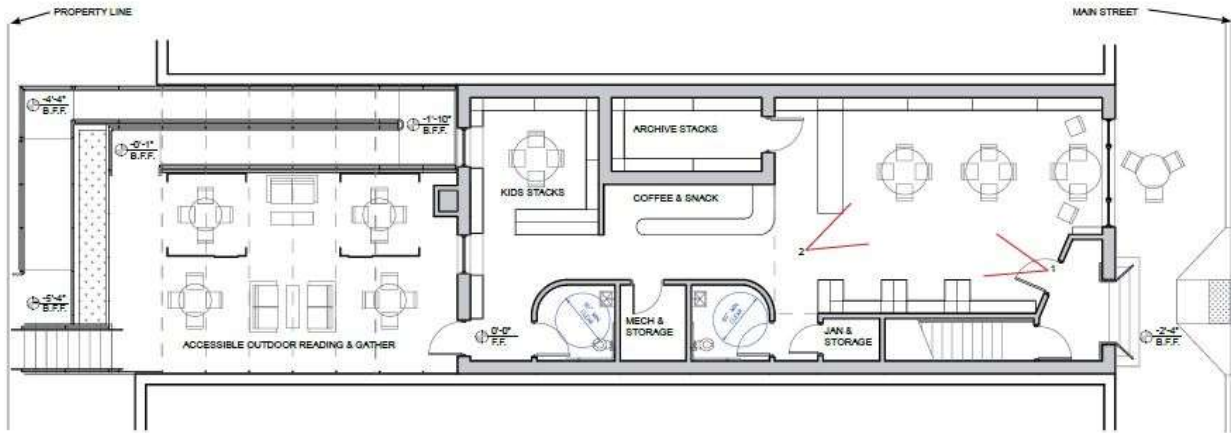
Table VII-1 City Hall Capital Needs and Financing	
Need	Estimated Costs
City Hall improvements	\$20,000

B. Weller Library

Weller Library is also located in the center of downtown Waitsburg and is housed in the old City Hall building, which at one time held City Hall, the Police Office and the City Library. Built in 1912 and listed on the National Register of Historic Places as a part of the City’s Historic District, the Library was originally built as a savings and loan but was forced to close during the depression as many banks did and was purchased by the City in 1940. In 1990, the building was rehabilitated and updated with a portion of the wiring in the building being replaced. In 2017, both sections of roof were replaced. The remaining electrical wiring was updated in 2018. Central air has been added to the Library to replace the inadequate swamp cooler in the basement. The Computer system was upgraded in 2013 with two new laptops for public use and a new desktop for the librarian. An ADA accessible ramp is needed to accommodate handicapped and elderly citizens wanting to access Weller Public Library.

The City has also identified the upper floor of the Library as a target for future rehabilitation; which would require the installation of an elevator to access and utilize. This floor has six rooms, two bathrooms, a skylight and some beautiful original woodwork. In the past, it was used as both a residence and a doctor’s office. A renovation by the City or another entity could be either commercial or residential in nature and, upon being leased, would provide an additional source of revenue for the City. Possible amounts of revenue generated are not calculable at the present time because they would depend on when the remodel was done, overall costs, general market rates and use.







The Library offers services such as home book delivery, curbside pickup, Summer Reading Program, year-round story time and interlibrary loan. It is currently open 15 hours a week and has a staff consisting of one librarian. The Library is overseen by a board of five Trustees who are tasked with supervision, care and custody of all property of the library, including the rooms or buildings constructed, leased or set apart therefore; employ a librarian The City pays for the library manager's wage, and for communications, operating supplies, insurance, utilities and maintenance to the structure. All other costs are covered by the not-for-profit organization Friends of the Library. Friends of the Library has an average annual budget of about \$5,000, most of which comes from memorials, drives and donations. This budget is used for general supply costs and updating the current holdings, and is usually expended in its entirety within the same budget year.

<b>Table VII-2 Weller Library Capital Needs and Financing</b>	
<b>Need</b>	<b>Estimated Cost</b>
Library Improvements	\$1.4 Million

C. Police

Waitsburg contracts for police coverage with the Walla Walla County Sheriff's Department for provision of services. The contract provides for roughly 30 hours a week in patrol time, training, vehicles, fuel, dispatch services and supplies. The County also offers educational services such as Drug Assistance Resistance Education (D.A.R.E.) no additional cost to the City.

Should service demands increase, costs may also increase if an additional deputy is needed to accommodate increased service calls; however, the current response time of 10 to 15 minutes is well within the City's accepted level of service (LOS) standards. Additional funding will be needed for this service, as revenue sources are not expected to meet the expanding costs associated with providing police coverage throughout the City.

D. Fire Protection Services

Effective January 1, 2016, the former Waitsburg Fire Department is now a part of Walla Walla/Columbia County Fire Protection District #2 via an annexation of the City into the Fire District. As a part of the annexation agreement, the City transferred ownership of its equipment and assets to the Fire District; which now owns and operates out of the former City owned fire department building.

With a staff consisting of around 20 volunteer firefighters and Fire Chief, Fire District #2 is reasonably staffed. Currently, Fire District #2 is equipped to respond to both urban and rural fires; however, as the City grows, equipment needs will change. With current response time around 10 to 15 minutes, the Fire Department operates well within the City's acceptable level of service (LOS) standards.

With the improvement of the City’s fire rating from an “8” to a “7”, the City has established a goal to work with the Fire District to improve its Washington State Fire Rating from a “7” to a “6” and thereby reduce insurance costs for citizens. In order to do so, the Fire District needs to meet Survey and Ratings Bureau requirements for provision of superior services through additional training, new equipment and improved dispatch. Class ratings are used to evaluate fire protection availability for insurance purposes and are assessed to all municipal and rural areas by the Washington Survey and Rating Bureau. Ratings range from 1 to 10, with class 1 representing the highest level of fire protection and class 10 the lowest. Ratings are based on four elements: the available water supply; the logistical characteristics and makeup of the district fire department; the available communications systems; and finally the fire control/safety measures taken and ordinances in effect in the particular fire district. A rating of “7” is typical for a rural area. This rating is usually due to the fact that standard fire hydrant service, required in more urban areas, is not available, and rural volunteer fire departments do not have full-time staff or formally equipped fire stations and facilities.

With a fire hydrant system consisting of about 80 units, which includes some hydrants connected to smaller water mains, the City has identified this as an item that needs to be updated and/or replaced in the future to meet the necessary requirements for water pressure in the event of a fire within the City Limits. Expansion of the fire protection system will occur concurrently with any future developments or extensions of the water system in areas previously without any.

In 2006, the City’s Engineering Consultant completed a hydrologic study of the City Fire Hydrant System, identifying problem areas (Table VII-4) along with recommendations on the highest priority upgrades to the system. The City completed upgrades to the water line on W. 4<sup>th</sup> Street in 2009, replacing three “dead” hydrants and added a new fourth hydrant at the corner of Arnold Lane and W. 4<sup>th</sup> Street. The City has also upgraded the waterline on W. 7<sup>th</sup> Street in 2011, including the installation or replacement of all hydrants along the waterline. City installed additional fire hydrants on W. 1<sup>st</sup> and Jay Street in 2015 as a part of the hydraulic study; completing priority items 3 and 4. Some of the other needs that have been identified are as follows and are outlined in Table VII-3:

In 2020, the City installed a series of new mainlines (including additional fire hydrants) in the eastern portion of the City providing improved water pressure and fire suppression to the Taggart Road and beyond to DeWitt Road; which is outside the City’s boundaries, but within the fire district reach.

<b>Table VII-3 Fire Services Capital Needs and Financing</b>	
<b>Need</b>	<b>Estimated Costs</b>
Upgrades to the Fire Hydrant System	\$75,000

E. Emergency Medical Services

As a part of the Fire District Annexation, the former Waitsburg Ambulance Service consolidated with Fire Protection District #2 to provide full EMS and Fire Suppression Services from one

provider. 9-1-1 service is still available to all residents of Waitsburg at any time. Walla Walla City Ambulance will be dispatched to the scene in the event of basic or advanced life support. In addition to 9-1-1, the City is serviced by the Fire District #2 that provides basic and intermediate life support and emergency medical services. Response is provided to City and surrounding areas within Fire District #2 boundaries, 24 hours a day, seven days a week. Fire District #2 averages a response time of 10 to 15 minutes, which could be faster, but within the City's desired LOS standards. Dispatch service is provided by Columbia County Dispatch out of Dayton. In the event of an Advanced Life Support Incident, Columbia County forwards calls to Walla Walla City/County Dispatch, who then dispatches Walla Walla City Ambulance to handle the situation in conjunction with Waitsburg Ambulance Service.

Fire District #2 ambulance service is staffed mainly by a volunteer team of emergency medical technicians (EMTs). A portion of its operating revenue comes from the Walla Walla County Special EMS Tax Assessment, which amounts to about \$50,000 per year. These funds may be used for personnel costs, training, equipment, supplies, vehicles and structures, and for the provision of medical care or emergency medical services. Other operating revenue comes from donations, memorials, insurance billings, and levy funds passed from Walla Walla County to Fire District #2.

#### F. Waste Disposal & Recycling Services

The City, as a member of the Walla Walla County Solid Waste Advisory Committee, completed an update to the Solid Waste Management Plan for Walla Walla County in 2015 and is starting to do the five year review and update to the plan; the City of Walla Walla acts as the lead agency and is tasked with monitoring the plan, reviewing it every five years, and fully updating it every 20 years.

Waitsburg generates an annual average of about 950 tons of solid waste for disposal. Until 2002, Waitsburg had an interlocal agreement with the City of Walla Walla, which provided Waitsburg use of the Sudbury Landfill. In 2002, the City contracted with Basin Disposal, Inc. (BDI), to provide solid waste collection and disposal services for its citizen; effectively diverting Waitsburg solid waste away from Sudbury Landfill to another landfill located out of state.

All Waste Disposal and Refuse Collection companies in the State of Washington are required to operate under Washington Administrative Code 480-70, which outlines the majority of operating procedures from General Administrative Rules through disposal of Hazardous Waste. Under the City's contract, BDI agreed to a minimum level of container service whereby they will pick up all City refuse once a week. There is no limit on the amount of solid waste as long as it is contained in the solid waste container. Large or special item pick up has to be scheduled directly with the solid waste handler due to additional fees, as well as the regular garbage truck not being able to handle certain large types of refuse. As the City grows, additional pick up may be necessary, but at current population levels, once-a-week pick up is well with the City's acceptable LOS standards.

Recycling and Pollution Prevention Services: Due to cost escalation from the lack of recycling markets, the City stopped its drop box recycling services in 2018 but continues to provide



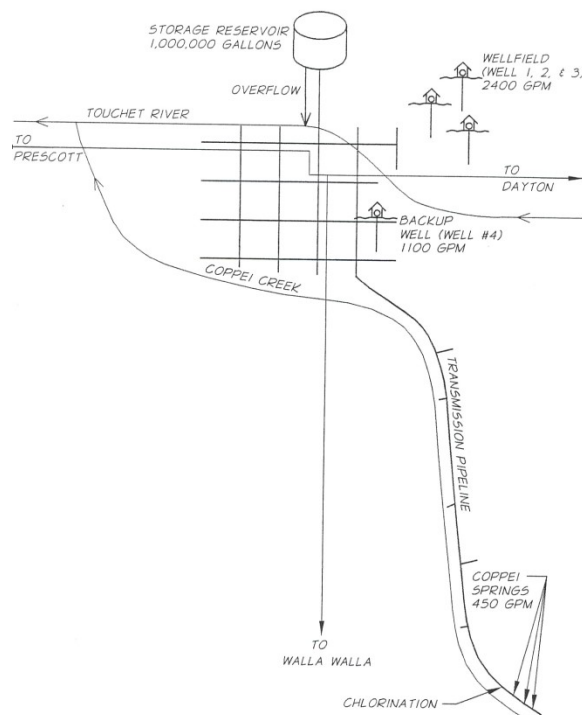
cardboard recycling. The City provides cardboard recycling to its citizens through the use of a cardboard baling machine located at the City Waste Water Treatment Plant. This baler has allowed the City to expand cardboard recycling services for its local residents and businesses. On average the City is able to produce 40 cardboard (1/2 ton bales) bales per year; which are recycled at Walla Walla recycling. The City intends to provide this service free of charge and expects a monetary and awareness return on this program due to the high volume of cardboard that will be received from the local businesses and citizens, which can then be recycled by the City. Any funds received from the program will be used to help partially offset some of its solid waste and recycling cost increases.

In addition to cardboard recycling, the City owns a large diameter wood chipper for use in chipping up yard waste generated from its citizens and storm events. The availability of a chipper allows the City to provide free yard debris disposal year round for its citizens. The City uses the chipped material for beautification purposes around the City at various locations.

When funding is available through Walla Walla County, there is also a tailgate collection in Waitsburg that is offered as another opportunity for residents to conveniently dispose of hazardous household waste.

#### G. Water System

The City's water system consists of four basalt-confined wells, a series of ground water springs, a reservoir and numerous miles of distribution lines. With 360' intake depths and 180' water levels, the water pressure of the wells is excellent. In addition to the wells, the City's main source of potable water is located approximately ten miles from the City in the Blue Mountains and consists of six springs producing about 500 g.p.m. all year round.



First constructed in the early 1900s as a means to provide a cleaner source of water to the City to help alleviate a typhoid outbreak coming from use of the Touchet River as the City's drinking water source, the spring-line's original clay piping was later upgraded to cast-iron in the 1930s to help eliminate regular leaks in the clay pipe. In 1980s, the majority of the cast-iron waterline was replaced with a rigid PVC pipe, leaving the remaining two miles or so of cast-iron pipe in place.

Due to its age, the remaining two miles of cast iron pipe is starting to show signs of deterioration and have had to be repaired several times over the prior years. Due to the terrain and incomplete mapping system, the overall spring system is difficult to access and has a limited number of valves to isolate individual springs should a leak or problem occur to where the City would need to shut down or turn out a spring to allow work to take place on the individual springs.

In addition to helping trying to create a better map of the spring system, the City is researching the possibility of adding addition flow meters to track the spring flows throughout the year to determine individual spring flows. To the City's knowledge, there's never been a decrease in the spring flow levels out of its spring collection system.

In 2014/15, the City adopted updates to its Small Water System Plan at the request of the Department of Health. Following the Small Water System Plan, the City identified several capital improvements to the water system that must be completed in the near future. The cost is included in the Six-Year Capital Improvements Program during the next annual budgeting and amendment cycle. The City is currently searching for financing for the improvements.

The Department of Health requires that cities develop a Comprehensive Water System Plan once their population exceeds 1,000 or when there is an expansion of their system. The City has exceeded the population requirement and is anticipating extending water lines that run out to a newly zoned residential area in the northeast part of town should a development be proposed. Since the city has already completed various components (hydrology, water modeling) of what would be needed to complete a comprehensive water plan the costs of developing a water system plan are somewhat variable, but for a city the size of Waitsburg, are in the range of around \$50,000. Once the process is started, the City will need to schedule a pre-plan meeting with the Department of Health. The meeting will help the City decide how the final system plan will be developed and will clarify which State regulations apply. Once completed, the Water System Plan would describe the City's water system and basic planning data, as well as provide an analysis of the system. It also would establish programs for implementation such as water use efficiency and water rights, source water protection, operation and maintenance, improvement, and financing. Other plan items include distribution facilities design and construction standards, as well as some miscellaneous documents (if applicable to the system). Of the items required for the plan, the City has already completed the system analysis and source water protection, and has implemented the improvement program.

Required by the State of Washington, all water is chlorinated at each water source and is tested monthly by Walla Walla Regional Water Testing. Approximately 10 tests a year are run on the lines to check for contaminants. Every third year the lines are tested for lead and copper. Recent testing results have shown that the City's water system has no lead contaminants along with none to very low levels of copper depending on testing location. Asbestos testing takes place every

five years. All testing results have concluded that there are no substantial metal or asbestos contaminants in the water with any measureable results being far below any minimum level established by the State of Washington.

Waitsburg’s water system is capable of providing an excess of 4,200 gallons of water per minute, which equates to about 6.1 million gallons of water per day. In 2020, there was an average of 301,000 gallons used per day. This calculates to a use rate of about 5% of the total system capacity. In the event of heavy usage, the 1 million gallon reservoir tank could be replenished in about 4 hours. The City is currently investigating options (Table 2) to address the overflow from the Reservoir into the Touchet River, including the possibility of chemical dechlorination prior to discharge into the river. Other potential options include pumping the dechlorinated water back into the aquifer at the City’s well

**Table VII-4 Summary of Alternatives for Handling Reservoir Overflow**

<b>Mechanism</b>	<b>Potential Benefits</b>	<b>Potential Drawbacks</b>	<b>Estimated Cost</b>
<b>A. Chemical Dechlorination</b>			
<ul style="list-style-type: none"> <li>Reducing agents added to react with residual chlorine; addition based on flow.</li> <li>Typically agent is overdosed</li> </ul>	<ul style="list-style-type: none"> <li>Effective means of chlorine removal</li> </ul>	<ul style="list-style-type: none"> <li>Operation and maintenance of chemical system.</li> <li>Some agents are hazardous and consume oxygen</li> </ul>	Capital \$50,000 to \$100,000 O&M: \$1,000 to \$2,850 annually for materials
<b>B. Non-Chemical Dechlorination</b>			
<ul style="list-style-type: none"> <li>Use of non-chemical means (e.g., activated carbon, aeration, UV irradiation) to remove or destroy chlorine residual.</li> </ul>	<ul style="list-style-type: none"> <li>Eliminate chemical use and storage</li> <li>No added constituents to water stream</li> </ul>	<ul style="list-style-type: none"> <li>Inability to obtain regulatory concentration limits.</li> <li>Operation and maintenance of system</li> </ul>	Not Completed  Estimated 25 percent to 50 percent higher than Option “A”
<b>C. Aquifer Storage and Recovery (ASR)</b>			
<ul style="list-style-type: none"> <li>Store excess water in aquifer via existing wells</li> <li>Recover stored water by pumping. Typically more water is stored than recovered each year.</li> </ul>	<ul style="list-style-type: none"> <li>Stores water for future use</li> <li>Water protected from surface influence and temperature extremes</li> <li>Can restore/enhance aquifer capacity</li> </ul>	<ul style="list-style-type: none"> <li>Need appropriate hydrogeology</li> <li>Requires significant background studies and permitting</li> <li>Significant cost to implement</li> </ul>	Capital: \$200,000 to \$500,000 per well O/M: Cost to pump water and report to DOE

<b><i>D. Diversion of Excess Water at the Source</i></b>			
<ul style="list-style-type: none"> <li>• Divert water from source to Coppei Creek before chlorination.</li> <li>• Requires installation of telemetry, control valves, and electrical service to site.</li> </ul>	<ul style="list-style-type: none"> <li>• Beneficial use of water by returning it to the creek.</li> <li>• Discharge without having to dechlorinate</li> </ul>	<ul style="list-style-type: none"> <li>• Cost and logistics of providing electrical power to site</li> <li>• Difficulties in diversion of excess water while serving customers on existing main.</li> </ul>	<p>Not Completed</p> <p>Additional information needed on system hydraulics of users near springs</p>
<b><i>E. Aboveground Storage of Excess Water</i></b>			
<ul style="list-style-type: none"> <li>• Divert water between springs and City distribution system for aboveground storage</li> <li>• Water would then be withdrawn during the summer months for potable/nonpotable uses.</li> </ul>	<ul style="list-style-type: none"> <li>• Ability to store excess water for use during the dry season.</li> </ul>	<ul style="list-style-type: none"> <li>• Requires large area of land (on the order of 10 acres or more).</li> <li>• Stored water requires treatment for potable use</li> <li>• Separate non-potable main needed to provide irrigation water to City residents.</li> </ul>	<p>Not Completed</p> <p>Likely the most expensive alternative</p>
<b><i>F. Diversion of Excess Water to City's Constructed Wetlands</i></b>			
<ul style="list-style-type: none"> <li>• Excess water would be conveyed to existing constructed wetlands</li> <li>• Water would be chemically dechlorinated prior to discharge into wetlands.</li> </ul>	<ul style="list-style-type: none"> <li>• Utilization of existing City's discharge site for wastewater effluent disposal.</li> </ul>	<ul style="list-style-type: none"> <li>• Length of required water mains (approximately one mile) and need for river crossing.</li> <li>• Acquisition of easements</li> <li>• Dechlorination needed</li> </ul>	<p>Not Completed</p> <p>Cost significantly more than Option "A" but less than Option "C"</p>

The following is a detailed list stating the status of each of the City's wells, the spring-line, the reservoir, the waterlines, and hookup status. Water disinfection is added at the City water sources through central chlorinators. The main well field is located adjacent to The McGregor Company, a chemical company. The City has assurances in place with representatives of McGregor's that they have a spill response plan to ensure contamination does not occur to the City's wells. The

City's wells are protected at each aquifer layer through concrete and other impervious material injected during the reconstruction of the well casings. In the event of a chemical spill, the City will shut down the well field and McGregor's to prevent contamination of surface water lines heading to the surrounding homes and to the reservoir. In order to provide adequate water supply to the City during a spill event, the City would bring well 4 online once quality testing was completed and the water deemed acceptable.

#### **Well 1**

Drilled in 1942  
Pumps 800 g.p.m.  
360' depth

#### **Well 2**

Drilled in 1942 (Repaired in 2013)  
Pumps 1000 g.p.m.  
360' depth

#### **Well 3**

Drilled in 1947  
Pumps 1,000 g.p.m.  
335' depth

#### **Well 4**

Located off of Morrow Street  
Pumps 1,025 g.p.m.  
Standby; tested on an annual basis  
360' depth

#### **Springlines**

- Southeast of Waitsburg, along the North Fork Coppei Road
- Six springs located on 876 acres owned by the City acting as the primary source of water throughout the year
- City has easements the entire length of the 11-mile springline
- Gravity-fed system installed in early 1900s and redone in early 1980s with an expected life span of 50 years
- Water rights acquired in 1890, 1942, 1944 and 1968
- Pumps 500 g.p.m. (excess of 250 g.p.m. flows into the Touchet River)

#### **Reservoir**

- Built in 1976
- Holds 1 million gallons of water
- Interior re-coated with hypoxy paint in 1995 (25-year grade)
  - Interior was cleaned and inspected in 2020; no major issues identified
- Exterior re-coated with hypoxy paint in 2008

#### **Waterlines**

- Majority of original lines have been replaced but are many are reaching useful age limits (Figure VII-5)
- 8" lines will need replacement if asbestos is found (past testing reveals none)
- City has identified priority list of replacement and has implemented replacement schedule

#### **Hookups**

- 550 residential
- 65 commercial
- Average residential use of 550 g.p.d.

Waitsburg has adopted standards from the American Waterworks Association to guide the selection and placement of fire hydrants. Accordingly, one hydrant is in place every 500 linear feet and the large majority of the hydrants are in good working condition. Some of the underlying 4" mains are out of compliance with standards and will require replacement as indicated by the City's fire flow pressure study done in 2006. The following table represents the City Engineer prioritized list of needed upgrades to the City water system (Table VII - 5):

**Table VII-5  
PRIORITIES FOR IMPROVEMENT TO EXISTING WATER SYSTEM**

<b>Priority</b>	<b>Description</b>	<b>Location</b>	<b>Existing Length, ft</b>	<b>Proposed Size</b>	<b>Proposed Length, ft</b>	<b>Estimated Cost Including 8.2 Percent Tax</b>
1	4 inch AC Segment	7th Street—Completed in 2011	1,068	8 inch	1,068	\$119,000
2	4 inch AC pipe	Fourth Street, between Aronld and Main—Completed in 2009	1,740	8 inch	1,740	\$189,000
3	Flood Way 4-inch Cast Iron Mains	Jay and Bruce Streets, between First and Second Streets—Completed in 2015	947	8 inch	947	\$103,000
4	Not Installed	First St., between Jay and Bruce Streets—Completed in 2015	298	8 inch	298	\$32,000
5	4 inch AC/2-Inch Galv. Pipe	Preston Ave., East and North of Taggart Road to Dewitt Road—Completed in 2020	1,294	8 inch	4,300	\$500,000
6	4-inch PVC Segment	West Street from W. 2 <sup>nd</sup> to W 4 <sup>th</sup> St	316	8 inch	750	\$200,000



7	2-inch and 4-inch PVC pipes	Third St. West of Jay St.	779	8 inch	779	\$86,000
8	2-inch Galv. Pipe	Fifth St., West of Orchard St. extend to 6-inch AC Main in right-of-way between Arnold and Orchard Streets.	360	8 inch	547	\$59,000
9	2-inch Galv. Pipe	Bruce St., between Third and Second Streets	435	8 inch	435	\$49,000
10	4-inch AC and 2-inch PVC Pipe	Warren St., between Second St. and Wheatland Drive, and along Wheatland Drive	550	8 inch	550	\$59,000
11	1 1/4-inch and 2-inch Galv. Pipe	Harmon St., between Preston Ave. and E. Second St. and along E. Second St. West of Garden St.	937	8 inch	937	\$103,000
12	2-inch PVC Pipe	Eighth St., West of Caroline St. to Walnut St. and South to Ninth St.	643	8 inch	643	\$70,000
13	2-inch Galv. Pipe	Lincoln St., between Willard St. and Sixth St.	515	8 inch	515	\$59,000
14	2-inch PVC Pipe	Jay St., between Third and Second streets	438	8 inch	438	\$49,000
15	2-inch PVC Pipe	Lincoln St., between Seventh and Eighth Streets and West on Eighth St.	691	8 inch	691	\$76,000

16	2-inch Galv. Pipe	West St., North of Fourth St.-connect to Second St. and Third	590	8 inch	750	\$81,000
17	2-inch Galv. Pipe	Alley East of Warren St., North of Second St.	149	8 inch	149	\$16,000
18	2-inch Galv. Pipe	Sixth St., East of Coppei Ave.	115	8 inch	115	\$16,000
19	Radio Read Meter Installation	Various — Completed in 2018	n/a	n/a	n/a	\$400,000

Although the existing LOS for provision of water is adequate, any future growth that requires annexations into the designated UGA must be examined closely for its impact on the existing system. Increase of the service area or demand may require additional tie in and water line looping to maintain pressure.

In 2002, the City of Waitsburg applied for and received a low-interest loan from the Washington State Public Works Board through the Drinking Water State Revolving Fund for the upgrade of the City's Well Field site located at the Waitsburg McGregor's plant. Completed in June of 2005, the upgrades included replacement of aging undersized water lines, a new collector pump house for the four wells. Upgrades did not include an emergency standby system and the main well house needs an emergency generator to provide power in the event of a power failure and loss of water from the City springline system. Well 3 also did not receive any upgrades during this project and now needs the wiring updated and the exterior of the well house repaired/replaced.

The following Table VII-6 is a prioritized list of the service areas within the UGA, noting which areas are most practical and affordable for the placement of water lines. Figure VII-2 notes the location of the service areas.

<b>Table VII-6 Prioritization of Water Service to the UGA</b>			
<b>Area</b>	<b>Status</b>	<b>Future Plan</b>	<b>Priority</b>
E	Serviced by an 8" watermain line from Taggart/Hazelbaker Road to Dewitt Rd.	Area was provided Water Service in 2020	5
F	Serviced by an 8" watermain line from	Area was provided Water Service in 2020	5

	the Waitsburg Business Park along Taggart/Hazelbaker Road to Hwy 12		
G	Serviced by an 8" watermain line from the Waitsburg Business Park along Taggart/Hazelbaker Road to Hwy 12	Area was provided Water Service in 2020	5
D	Private 3" waterline was connected from the City's springline Water Main for service to a this area.	In the case of annexation and subdivision, a secondary line would have to be installed to service this area.	4
C	Existing 2" line ends at northwest corner of UGA.	Line would have to be continued out but would only serve a limited area (>5 acres).	3
A	4" water line now ends at eastern perimeter, which borders a creek.	Costly pump stations would have to be installed to move water out into area A.	1
B	4" water line now ends at eastern perimeter, which borders a creek.	Costly pump stations would have to be installed to move water out into area B.	2

<b>Table VII-7 Water System Capital Needs and Financing</b>	
<b>Need</b>	<b>Estimated Costs</b>
Comprehensive Water System Plan	\$50,000
System Upgrades	Variable (See table VII-5)

H. Storm Water Disposal

The storm water disposal system in Waitsburg consists of a system of about 30 catch basins located at each intersection along Main Street, 8<sup>th</sup> Street, Coppei Avenue, and along W. 7<sup>th</sup> Street. The majority of storm water collection on E. 8<sup>th</sup> Street and W. 7<sup>th</sup> Street is dry wells, except the last ones closest to Coppei Avenue and Main Street, which are connected to the stormwater line running down Coppei Avenue and Main Street. Runoff collected from these

basins discharges into the Touchet River at the Main Street Bridge. There are three additional drains located at the corner of Coppei Avenue and Preston Avenue, which discharge into the Touchet River about 200' upstream from the aforementioned outlet at the Main Street Bridge. These drains do not adequately accommodate excessive runoff during high-water events, during which water pools at the intersection of Coppei Avenue and Preston Avenue. It is estimated that these drains can handle a 40 - 50% flood event before they will begin to back up into the City's Storm Drain System, causing water to pool at a single point near Preston Park. The City needs to investigate ways to improve the storm water retention and develop cost estimates to be included in either the Six- or 20-Year Capital Improvements Plan during the annual amendment process. The other areas of Waitsburg have enough unpaved areas along the roadsides that water will naturally percolate downward. The Department of Ecology has already examined this "natural" storm water system and has deemed it appropriate for a rural city.

Under the Clean Water Act regulations, local governments in the Puget Sound Basin and those subject to the federal National Pollutant Discharge Elimination System (NPDES) Storm Water Program are required to have storm water management programs. NPDES rules (Phase II) extended coverage to operators of regulated small municipal separate storm sewer systems (MS4s) serving less than 100,000, and required these facilities to apply for a storm water permit by March 2003. Ecology first issued the Eastern Washington Phase II permit in 2007, modified it in 2009, and reissued it on August 1, 2012. The Washington State Department of Ecology (DOE) administers the NPDES program in Washington State.

Federal and state regulations either require or recommend, depending on circumstances, that storm water management programs be enacted. Under the NPDES permit program for both Phase I and Phase II jurisdictions, EPA rules require operators of MS4s to develop and implement a storm water management program.

The Phase I permit regulates discharges from municipal separate storm sewers owned or operated by Clark, King, Pierce and Snohomish Counties, and the cities of Seattle and Tacoma.

The Phase II permit for Eastern Washington applies to all regulated small municipal separate storm sewer systems in Eastern Washington. It covers 20 cities and portions of 6 counties

At the present time, the City of Waitsburg is not required to have an NPDES permit in place as it is not affected by nor listed on the Eastern Washington Phase II Municipal Storm Water Permittee list. There is no indication from the Department of Ecology when the City of Waitsburg will have to implement this program.

## I. Wastewater Treatment System

The Waitsburg Wastewater Treatment Plant is a trickling filter facility consisting of a primary clarifier, anaerobic digester and lagoon. Originally built in 1951, the 2.2-acre lagoon was added in 1990. At that time, the plant could process up to 440,000 gallons of effluent per day. However, the lagoon limited the capacity to 150,000 gallons per day. The State requires that municipalities study options to increase capacity once the existing capacity exceeds 85%, or when the plant consistently fails to meet State discharge standards.

From 1996 until 2001, the existing plant failed to meet the Washington State Department of Ecology (DOE) standards for effluent, total suspended solids and ammonia levels, due in part because the plant was over 85% of its capacity. However, at that time the plant was not designed to meet current standards and was incapable of meeting the Department of Ecology's requirements. A major concern was that the insufficiently treated water would contaminate groundwater resources.

In 1997, the DOE required the City to seriously consider how they would upgrade or replace the failing treatment plant. The City applied for and was awarded a DOE grant to complete a General Sewer & Wastewater Facilities Plan which would evaluate their options. The City paid the 10% required local match, and the DOE granted the remaining 90%.

The cost of the new plant was contingent on the debt capacity of the City. If the City was unable to fund 75% of the cost (approximately \$1.5-2.25 million), the accepted level of service would have to be lowered, and the DOE would have to reconsider their expectations about the type of treatment plant that Waitsburg would be required to have.

Pursuant to the plan being developed, in 2002 the City began construction of a new treatment plant. They achieved substantial completion in April 2003, and the plant began operating.

The final cost was approximately \$3 million, which was financed through a combination of municipal bonds, grants and low-interest long-term loans. The current wastewater treatment plant is able to process 236,000 gallons of effluent a day during the wet season (160,000 during the dry season), of which about 85,000 gallons (53%) of its capacity is currently being utilized by users of the system. The City engineer recommends during the next permit cycle that the City considers requesting the dry season capacity be increased to the wet season capacity. The plant has a design capacity of 1,600 people. Removing the current average population (1,255) and dividing by 2.49 people per house yields excess capacity of 140 houses to full capacity of the facility before it will approach the overall 85% capacity set by the Department of Ecology, currently within the City's acceptable LOS for this item. However, further infrastructure impacts to the system will require further studies as homes are added to the system and capacity nears. The City's engineer has provided the following list (Table VII-8) of improvements that will be needed to meet future service needs if large residentially zoned areas are developed. The City engineer is using the addition of 250-300 homes (the projected impact of a large residential development being added to the system) in their analysis and has come up with the following impacts to various working items of the WWTP.

**Table VII-8  
Potential Upgrade Items to the City WWTP  
Related to Potential Future Development**

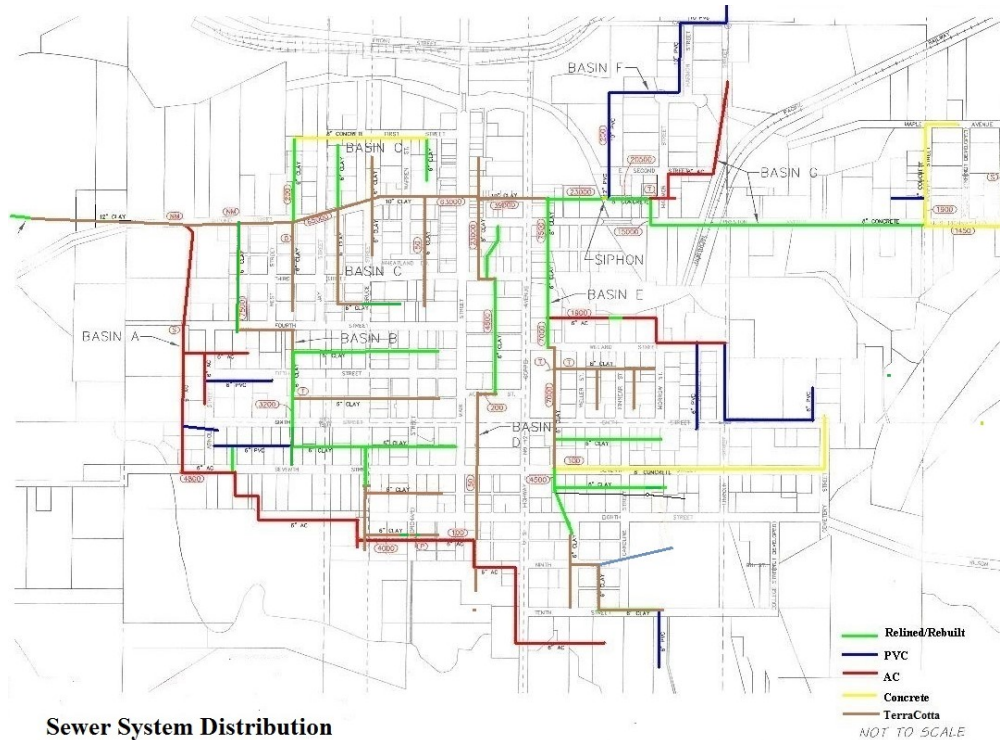
<b>Limiting Factor</b>	<b>Engineer Opinion</b>	<b>Cost</b>
Influent Lift Station	Station should be adequate, but as capacity is reached, larger pumps will be needed for handling peak flows	N/A

Grit Removal	Unit is adequate	N/A
Influent Flow Measurement	Flow meter is adequate	N/A
Anoxic Basin	Not a limiting factor	N/A
Oxidation Ditch	Volume is satisfactory, additional aeration may be needed with moderate modification to the unit as development approaches capacity limits	\$80,000
Secondary Clarifiers	New Clarifier may be needed as the two existing clarifiers will be operating near capacity, with no back up. A new clarifier should be planned for around the addition of 300 homes to the system	\$300,000
Aerobic Digesters	Current digesters are already working near capacity, so additional volume should be added before any large additions to the system	\$250,000
Effluent Disinfection	Room available for additional lamps and an new bank will be needed as the system nears capacity	\$30,000
Polymer Feed system	Unit is adequate	N/A
Dewatering Press	Upgraded to a belt press system - 2019	\$250,000
Sludge Storage Pads	Pad expansion will need to assessed as capacity is reached	N/A
Plant Modification	Will be required by DOE as development pressures climb	N/A

The WWTP digester volume is the first need as development approaches or reaches 100 homes; a new clarifier would be next. Additional aeration capacity at the oxidation ditch is necessary for future development as well as added disinfection. It is expected that unit capacity will be consumed even if expansion is not triggered as individual units are added to the system over future years; requiring the City to request a capacity increase from the Department of Ecology. After years of limping along with an inefficient Solmat dewatering press, the City decided that an upgrade was necessary to improve processing of bio-solids at the WWTP and agreed to fund the purchase of a replacement unit. Installed in 2019, the City worked with Tritan Aero-Mod on a new belt press dewatering system that will meet the City's needs for the foreseeable future; even if populations begin to increase, affecting overall plant capacity. In addition to the new press and as a means to keep water content down in its bio-solid holding area, the City is looking into the possibility of installing a roof over the drying beds to aid in water content reductions.

Due to the potential development pressures the City could be facing in the future, the City is going to have to consider the many potential impacts to its infrastructure, including its sewer system. Even though the City has limited hookups and has limited amounts of capacity to feed any development, the expanding system will require a comprehensive study of the system in the future in order to determine all impacts. With a cost estimated somewhere around \$30,000, developing a comprehensive sewer plan will be initially funded by the City and recouped through contributions from the developer, limiting the City's overall costs to develop the plan. The City has also identified upgrades to its aging sewer lines system, scheduling replacements on block-by-block basis (when funding is available); bringing the total amount relined to around 11,000 feet or about 50% of current terra cotta sewer line system.





**Sewer System Distribution**

The U.S. House of Representatives on March 10, 2021, passed the Senate-amended H.R. 1319, the American Rescue Plan (ARP). The ARP provides \$1.9 trillion in additional relief to respond to the novel coronavirus (COVID-19). From the \$1.9 trillion in funding, \$350 billion will be sent to eligible state, local, territorial and tribal governments to respond to the emergency and bring jobs back. The funding objectives of this relief program is to:

- Support urgent COVID-19 response efforts to continue to decrease spread of the virus and bring the pandemic under control
- Replace lost revenue for eligible state, local, territorial, and Tribal governments to strengthen support for vital public services and help retain jobs
- Support immediate economic stabilization for households and businesses
- Address systemic public health and economic challenges that have contributed to the unequal impact of the pandemic

The Coronavirus State and Local Fiscal Recovery Funds provide substantial flexibility for each government to meet local needs—including support for households, small businesses, impacted industries, essential workers, and the communities hardest hit by the crisis. These funds can also be used to make necessary investments in water, sewer, and broadband infrastructure.

With an expected two year allocation of approximately of \$343,000, the City of Waitsburg intends to prioritize its allocation towards needed improvements of its water and waste water systems. Focusing on relining of failing terra cotta sewer lines as well as the installation of manholes where they don't exist and replacement of critical components at the Waste Water

Treatment Plant. Other items include the purchase of a sewer line inspection camera and the GPS digitation of the City’s water and sewer systems.

<b>Table VII-9 Sewer System Capital Needs and Financing</b>	
<b>Need</b>	<b>Estimated Costs</b>
Comprehensive Sewer System Plan	\$30,000
Sewerline Camera	\$7,500
System Upgrades	\$300,000

J. Fairgrounds

The City Fairgrounds, under full control of the City since 2005, is located at the end of E. 10<sup>th</sup> Street, making up the southeastern City Limit line. Annexed into the City Limits in 2005, the facility consists of a mix of vendor buildings, softball/baseball fields, a grandstand facility, an arena, racetrack and a meeting/event site. Presently, the Waitsburg City staff oversees the Fairgrounds and controls the leasing of the buildings to individuals. The lessees are contractually bound to keep the buildings in the same condition in which they received them, and must sign a hold harmless waiver prior to renting any building or grounds. The City is responsible for the care and maintenance of the grounds.

The interior field of the race track has one softball diamond and areas for soccer fields. In 2016 the City converted one of the softball fields into a little league complex consisting of four fields that will allow all age groups to participate in little league activities in one location rather than spread out over three separate locations around the City. In addition to the baseball facility, there is also a large section of the interior track that can support youth league soccer.

City assets supporting the race track and other fairground events include a jockey room, betting booth, bathrooms, cook shack, announcer’s tower, and large indoor arena. Water is also available at three points in the track infield and upgrades are needed in irrigation system to prevent water build up on the inner track. The City also has several movable sets of bleachers that are currently being used at the little complex but can be moved throughout the facility to accommodate different events in different areas of the facility.

The community building/indoor riding arena could be promoted year-round for horse training and other indoor events. Current events held in the community building include the Lions Club Salmon Bake, the Lions Club Rib Feed, and the Jr. Livestock Show.

Future events at the community building could include horse training and classes, dressage and demonstrations. If the inner racing rail was removed, the track area could also accommodate expanded usage, including horse and soccer events along with the possibility of installation of a middle school baseball field. These potential uses would depend on sponsorship, community input, and funding availability. Changes to the access and security schemes may be necessary

based on future uses, and some sort of daycare or play facility may also be advantageous.

The Waitsburg Lions Club Memorial Building allows for indoor group events (up to 99 people) such as weddings/receptions, birthday parties, reunions, etc. It is also used as the meeting location for the City Council, Planning Commission and other City groups. Onsite amenities include restrooms, full kitchen, wet bar, large open carpeted area, several tables, and central heat and air.

Assessment work is complete on Grandstands with the purpose to determine if it can be repaired and what cost considerations the City will have to consider should it decide to repair or demolish the structure. Initial investigations have indicated that the structure could be repaired through a series of the improvements related to bracketing and rotten material removal/replacement, but the cost to bring the structure up to public safety standards is estimated to be in excess of \$500,000. With an estimated demolition cost of approximately \$20,000, the City has also researched the potential use of a salvage contractor that would demolish the structure in exchange for the wood to be reused as reclaimed materials.

A Friends of the Fairgrounds committee was formed in 2016 and was tasked with developing a fairgrounds master plan for potential revitalization of the fairgrounds facility; but has yet to produce a report for the City Council to consider.

<b>Table VII-10 Fairgrounds Capital Needs and Financing</b>	
<b>Need</b>	<b>Estimated Costs</b>
Restroom remodel	\$50,000
Grandstand rehabilitation/Demolition	\$20,000 - \$750,000
Irrigation Upgrades	\$2,500
Horse Riding Arena/Events Playground	Variable

#### K. Parks and Swimming Pool

Preston Park is located just east of the downtown area. The City pool is directly across the street from the park. The park has barbecues, picnic tables and various pieces of older and newer play equipment.

The Park is well maintained and utilized frequently by local citizens, as well as visitors passing through Waitsburg. FEMA flood regulations prevent the City from building permanent structures in the park. This requirement will require special specifications in the event that another structure, such as a gazebo or band shell, is planned for the park.

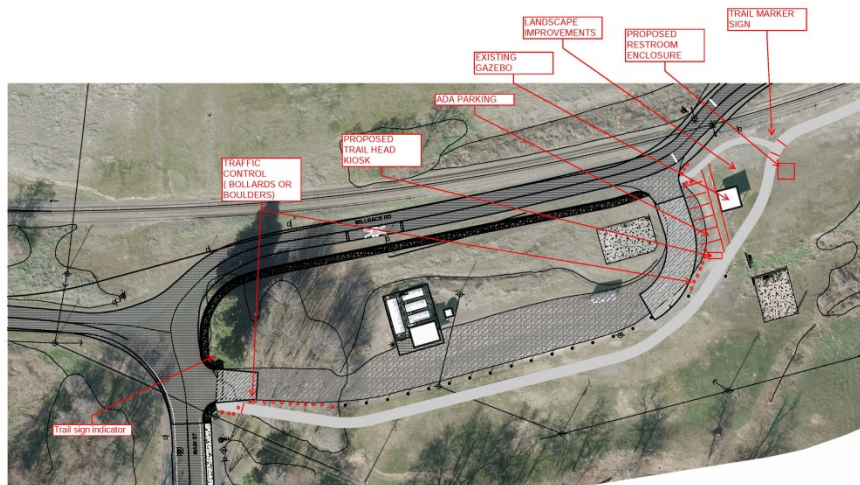
As a part of the City's TIB Complete Streets grant, the City installed a new sidewalk from the Restrooms to the playground equipment along Coppei Ave to improve access to the play structures.

Other possible future uses for the park area might include a farmer's market along the street, improved playground surface (basketball or pickle ball court) and a hiking/biking trail along the levee. With roughly 65 large, mature trees, the City has also begun a tree maintenance program with plans to trim about 10 or so a year as a means to reduce potential liability from wind blow debris.

In 2009, a fire completely destroyed the historic Preston Shaffer (Waits) Mill structure which was owned by the City. Plans for re-use of the area were completed and included some sort of multi-use facility/museum to increase tourism within the City of Waitsburg. Due to a lack of funding, the City developed the site into a new park complete with a historical site information and signage kiosk at the site so that visitors and community members alike can get an idea of what the Mill meant to the town and the services it provided during its peak. This building plan utilizes the remaining Mill structure vault as the basis for the building, adding roofing and other structural steel components to complete the Kiosk.

In celebration of the City 150 year anniversary, the City, with help from the McGregor Company had public art installed at this location; consisting of a salvaged water turbine placed on site to show how the mill ran off of water power and damage the fire inflicted on the mill structure.

Future use of the area will include the connection point for the Toucher Valley Trail to be installed adjacent to the rail line between Waitsburg and Dayton; linking the two communities.



With plenty of open space, a dog park could easily be added to the area around Rankin Park.

The City pool (built in 1925), which is normally operated from June thru August of each year has been closed the previous two seasons in part to the COVID 19 Pandemic and structural issues. The current pool shell has developed a series of cracks that prevents the City from keeping the pool filled without the excessive use of City water and without constantly refilling the pool; it will drain itself in just over a day. Due to the closure of the pool, the City is currently working on the installation of the a Splash in Preston Park that could be operated without the use of lifeguards from Memorial Day to Labor day or longer depending on the weather at a little or no annual cost to the City.

As a means to help fund maintenance and operations of the City Park, the City transfers any remaining Real Estate Excise Tax I and II dollars from the Municipal Capital Improvement to the City's general fund prior to the end of the City's fiscal year in accordance with Chapter 9 of Title 15 of the City's Municipal Code.

<b>Table VII-11 Park and Pool Capital Needs and Financing</b>	
<b>Need</b>	<b>Estimated Costs</b>
Splash Pad	\$70,000
Basketball/Pickle Ball Court	\$20,000
Pool repairs	Unknown
Dog Park	\$5,000

L. Odd Fellows Cemetery and City Cemetery

The two cemeteries that service the City are both located in the southeast corner of the City. Both cemeteries have more than adequate plot space (¾ acre and 1 acre, respectively) to accommodate the projected increases in population. The City has identified the installation of underground sprinklers as a needed improvement to both cemeteries in order to free up man power which would require less movement of hoses and sprinklers to water the cemeteries.

<b>Table VII-12 Cemetery Capital Needs and Financing</b>	
<b>Need</b>	<b>Estimated Costs</b>
Underground irrigation (Odd Fellows)	\$165,000

M. City Shop

With a growing fleet of equipment, expansion of the shop site is necessary to house the variety of public works related equipment. In 2012, a local citizen generously donated to the City his shop facility site located adjacent to the City shop. This new facility has allowed the City to expand its current facility to house equipment close by and inside of a building and out of the weather, prolonging their useful lives. Demands on the public works crew to maintain areas of the City and its spring-line have put new equipment requests at the forefront of needs for the City Shop.

The City public works department is also in need of additional storage space. The City purchased and installed a metal building that was erected at the Waste Water Treatment Plant as means to protect is cardboard baler and provide additional equipment storage space.

<b>Table VII-13 City Shop Capital Needs and Financing</b>	
<b>Need</b>	<b>Estimated Costs</b>
Maintenance Equipment	\$20,000 - \$50,000

N. Schools

Under the Growth Management Act, schools are considered Special Districts and must be included in the facility analysis. Waitsburg School District has three major buildings, which are located on two large parcels of land and are within close proximity to one another. Waitsburg Elementary and Preston Hall Middle Schools are on the west side of Coppei Avenue (Highway 12), while Waitsburg High School is on the east side of Coppei Avenue. Additionally, the District owns a large parcel of land adjacent to the fairgrounds, which is used as an outdoor sports complex.

Torn down and rebuilt in 1995, Waitsburg Elementary School houses kindergarten through fifth grade as well as the Waitsburg Parent Cooperative Preschool and Cardinal’s Nest afterschool program. Preston Hall Middle School, built as a community center in 1913 and listed on the National Historic Register, was restored in 1995 through a combination of grant and levy funds. Preston Hall now houses sixth through eighth grade. Waitsburg High School was extensively remodeled in 2001 and houses grade nine through 12.

The renovation of Preston Hall provided additional space in the district. In addition to general classroom space, two large rooms were created to house a science lab and an art room. There is also a gym that vertically spans two floors.

In forecasting space needs for the future, usual LOS measurements such as “square feet per student” cannot be used. The space created through the renovation of Preston Hall indicates an excessive amount of floor space per student. In actuality, there is limited amount of classroom space per student in the school. An auditorium and large band room at the high school create a similar situation in that building.

A review of the past years’ full-time enrollment indicates a decrease of FTE year after year until stabilizing in 2019/2020. As enrollment decreases, so do the revenues of the Waitsburg School District. Hence, the District’s capital needs and financing will be based on maintaining current facilities and equipment, while potentially decreasing current staff.

A potential impact on the District’s future planning would be the development of additional housing or other industry which in turn should have an influence on the decline in enrollment and increase the need for reviewing the facilities and equipment needs of the District. It is estimated that for every new home constructed within the School District’s boundaries, it adds an additional .46 students (Grades K-12) to the school system of which .20 students are elementary aged (Grades K-5).

This schedule is based on maintenance of current facilities and equipment to accommodate



current enrollment projections over the next 20 years.

With the passage of a new local capital tax levy, the Waitsburg school district completed building a new field house at the athletic fields, installation of HVAC system and improvements to the school kitchen. Total projected construction costs for the three projects are estimated at about \$3,000,000.

<b>Table VII-14 School District Capital Needs and Financing</b>	
<b>Need</b>	<b>Estimated Costs</b>
Gym and High School Reroof	\$330,000

O. Port of Walla Walla

The Port of Walla Walla (Port), much like the Waitsburg schools, is considered a special district and will also be included in this facility analysis. In 1993, the Port bought 13 acres of land in the northeast corner of Waitsburg. This area is currently zoned industrial is serviced by sewer and water.

In 2013, the first phase of the Waitsburg Business Park was completed. The \$405,000 project included the construction of an access road and installation of utilities. The business park will offer seven developable lots ranging in size from 1.1 to 1.8 acres. The first lot is occupied by Harry Johnson Plumbing & Excavation, LLC, with a 4,000 square foot office/shop complex along with a fenced in equipment yard. The Port is optimistic that with the completion of the required site infrastructure improvements, additional businesses can be recruited to the Waitsburg Business Park. The port is a county wide economic development organization that strives to deliver economic development services to communities throughout Walla Walla County.

P. Flood Mitigation

The City has developed and adopted a comprehensive flood response plan. To the extent that the plan differs from, or is more specific than, the provisions of this document, that plan supersedes the flood mitigation elements of this comprehensive plan.

Due to the Coppei Flood Control District's inactivity, it has become the policy of the City, within the limits of its jurisdiction and available funding, to modify and create structures and facilities that will mitigate the damages resulting from flooding of the Touchet River and Coppei Creek. Starting in 2020, a small utility tax was implemented to help fund needed flood mitigation in and around the City. The Coppei Flood Control District board of commissioners was reestablished by the Walla Walla County Commissioners in 2021 for the purpose of trying to find a way to coordinate flood mitigation between the City and County in order to utilize the flood control district limited funds. Coordination between the City and District is on-going.

The City had pursued modifications to the SR-12 Bridge over Coppei Creek, which was replaced

in 2005 thanks to the Department of Transportation. The City was successful in securing approval for a one-time maintenance project to the bridge as it relates to cleanout of sediment and rocks deposited since its replacement. Due to the deposit of material since, the bridge needs to be dredged again to improve capacity under it. The City will also investigate the other structures, methods of mitigation flooding and flood damages, and sources of funding as they become available in the future.

The City completed a replacement of the Main Street Bridge that spans the Touchet River Bridge as a flood mitigation project. Through a Capital Budget grant from the State of Washington, the replacement of the bridge eliminated the former bridge’s arch design to allow high water debris flow under the bridge without backing up and causing additional flooding to the City. This new bridge was critical during the last flood event not only as a secondary route around the City but as well as being high enough to allow flood water to easily pass under it; preventing levee spill over into the park and areas downstream like what was experienced in 1996.

The City is close to finishing up its Flood Feasibility Study that will help identify and pay for future improvements to the City’s Flood Levee System. Presentation of the study is planned for winter of 2021 with the intention of the City to partner with the USACE and begin construction in 2022 or 2023. Goal of the work is to be done with the improvement prior to the historic 30 year flood event mark.

Due to a flood event in February of 2020, the City partnered with the USACE on repairs to the levee system damaged by the high water event. Work also included a major levee extension project to reinforce and armor a section of bank upstream of the current levee section; all material for the repairs were provided by the City from its rock quarry on Whiskey Creek Road.

Due to a lack of easements, access rights and support from property owner, the section of Levee from the Highway 12 Bridge to the Waitsburg Eastern City Limits will be left unimproved by the City. The estimated \$500,000 project would have improved the levee back to the USACE levee standard and brought it back into the levee rehabilitation program whereby the USACE helps with repairs to the levee during flood events. As a temporary fix, the City has plans to place several hundred yards of riprap along the main damage section in hopes to provide sufficient protection to keep flood water from entering the City like it did 2020.

<b>Table VII-15 Flood Mitigation Capital Needs and Financing</b>	
<b>Need</b>	<b>Estimated Costs</b>
Highway 12 Bridge Sediment Removal	\$35,000
Touchet River Levee Improvements	\$3-\$500,000
Flood Feasibility Study	\$27,000
Backhoe Thumb	\$1,500

Q. Waitsburg Park and Recreation District

The Waitsburg Park and Recreation district was reformed in 2018 at the request of the City of

Waitsburg to Walla Walla County Commissioners. The district is currently working on developing an in-depth work plan as they work towards the possibility of resubmitting a voter tax levy request after their prior year levy failed to gain the necessary 60% approval.

### III. SIX- AND TWENTY-YEAR CAPITAL IMPROVEMENTS PROGRAMS

The following two tables, Table VII-14 and Table VII-15, provide a detailed schedule of improvements for the City to follow during its annual budgeting process. The first table, Table VII-14 Six-Year Capital Improvements Program, lists specific time frames in which the City may acquire or construct the needed item. This program must be reassessed on a yearly basis and can be modified to accommodate changes in the City’s funding abilities. The second table, Table VII-15 Twenty-Year Capital Improvements Program, is very similar to the Six-Year, except that the needs are simply projected out for a 20-year period and are not broken down incrementally on an annual basis.

<b>Table VII-16 Six-year Capital Improvements Program</b>								
<b>Department</b>	<b>2022</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>	<b>Source of Funding</b>	<b>Alternate Source of Funding</b>
City Hall								
Building Improvements	\$20,000						Budget Allocation	Municipal Capital Improvement Fund
Weller Library								
Building Improvements						\$1,400,000	G.O Bonds	Granting Agency
Water System								
Facility Plan				\$50,000			Water & Sewer Fund	Water & Sewer Fund
Sewage Treatment								
Facility Plan		\$30,000					Water & Sewer Fund	Developer Impact Fees
System Upgrades	\$300,000	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	Water & Sewer Fund	ARPA Funds
Flood Mitigation								
Flood Mitigation Projects	\$35,000	\$75,000					Municipal Capital Improvement Fund	Current Expense Fund
Flood Feasibility Study	\$27,000							
Parks & Pool								
Splash Pad Installation	\$70,000						Municipal Capital	Current Expense Fund

							Improvement Fund	
Basketball/pickle Ball court installation	\$20,000						Municipal Capital Improvement Fund	Current Expense Fund
Pool Repairs							Municipal Capital Improvement Fund	Current Expense Fund
Cemetery								
Irrigation Upgrades		\$165,000					Municipal Capital Improvement	Current Expense Fund
City Shop								
Maintenance Equipment	\$50,000						Shared cost across funds	
Fairgrounds								
Bathroom Remodel	\$50,000						Current Expense Fund	Municipal Capital Imprv
Grandstands Repair			\$500,000				Current Expense	Grants
Wait's Mill								
Site Improvements	\$5,000						Current Expense Fund	

**Table VII-17 Twenty-year Capital Improvements Program**

CIP 2022-2041	Amount	Source of Funding	Alternate Source of Funding
Weller Library			
Building Improvements	\$1,400,00	Municipal Capital Improvement Fund	long-term borrowing; or GO bonds
Fire Services			
Fire Hydrant System Upgrades	Highly Variable	Water & Sewer Fund	Short-term borrowing; or Revenue bonds
Flood Mitigation			
Touchet River Levee Improvements	\$500,000	General Fund	ACOE Cost Share
Water System			
Undersized Line Replacement	Highly Variable	Water & Sewer Fund	Short-term borrowing; or Revenue bonds
Springline repairs	Highly Variable	Water & Sewer Fund	Short-term borrowing; or Revenue bonds
Sewage Treatment			
Capacity Expansion	Highly Variable	Sewer Capital Improvement Fund	Impact Fees on Development

Parks, Pool and Fairgrounds			
Horse Riding Arena/Events Playground	Highly Variable	Municipal Capital Improvement Fund	Current Expense – FG Facilities
Touchet River Levee Trail	\$11,000	Municipal Capital Improvement Fund	Current Expense - Park Facilities
City Shop			
Storage Expansion	Highly Variable	Budget Allocation	Short-term borrowing; or GO bonds
Schools			
Building Improvements	\$300,000	Voter Approved Levy	

#### IV. FUNDING SOURCES

To aid in identifying future sources of revenue for capital facilities development, the City should consider the following sources as potential funding mechanisms:

##### A. User Charges and Connection Fees

To recoup the cost from those who benefit, user charges and connection fees may be assessed. They can be designed to vary for the quantity and location of the service provided.

##### B. Dedications and Extractions

Dedications and extractions and in lieu of fees may be part of the project approval phase, and on- or off-site dedications or improvements for public purposes may be required of the developer. If the site is restricted, the City may require payment of an equivalent in-lieu-of fee.

##### C. Negotiated Agreements

As a method to lessen the impact of a certain development, the City and developer may negotiate an agreement. The agreement is enforced by the City and typically requires lower administrative and enforcement costs than impact fees. Another method is the “latecomer agreement,” where a new development pays the costs of capital improvements, and subsequent developers then reimburse the original developer for a proportionate share of the previous improvements.

##### D. General Obligation Bonds

Washington State law generally permits a jurisdiction to issue general obligation bond debt equal to 1.50% of its taxable property assessed valuation without voter approval. With a 60% majority vote of local citizens, a community may assume an additional bond debt of .75%. In order to supply municipally-owned water or sewer service, a community may incur an additional 2.5% general obligation bond debt. Again, with voter approval, a community may incur an additional 2.5% of debt for the purpose of public parks and open space. The maximum general obligation bonded debt cannot exceed 7.5% of the taxable property assessed valuation.

#### E. Municipal Revenue Bonds/Loans

Unlike general obligation bonds, there is no limit on municipal revenue bonds/loans. These instruments have no direct effect on a City's tax revenues, because they are repaid from revenues derived from the sale of services.

#### F. State Grants

See Appendix C for future explanation of this funding source.

#### G. General Revenues

See Appendix C for future explanation of this funding source.

### V. MONITORING AND EVALUATION

The Six-Year Capital Improvements Program must be reviewed annually and updated to verify that funding sources remain available and that the desired improvements still meet the goals and policies of the Capital Facilities Element. This review will examine the following to determine continued applicability and suitability:

- Corrections, updates and modifications
- Scheduling of improvements
- Continued availability of certain grants and loans
  
- Capital improvements scheduled in the 20-year program come due at the same interval as the Six-Year Capital Improvements Program.
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Due to the large comparative size and impact of the new development, and because the City cannot predict when a detailed application will be received, the Capital Facilities Plan should be reviewed prior to final approval of any development.

### VI. GOALS AND POLICIES

The following goals have been established to bring about Waitsburg's vision of "A Vital All-American Small Town."

#### A. Goals

Goal 1: Enhance public health, safety and welfare through the timely provision and enhancement of needed services and facilities.

Goal 2: Provide needed public facilities in a manner that protects investment in existing facilities, maximizes their use and promotes orderly urban growth.

Goal 3: Ensure that future development bears its fair share of facility improvement costs.

Goal 4: Manage finances in a manner that allocates funding for capital improvements identified in this element.

Goal 5: Plan for and finance needed infrastructure on a timed schedule of improvement. Use this methodology to avoid excessive depreciation in values.

Goal 6: Maintain Waitsburg's conservative financing structure, keep taxes affordable and maintain local governmental control.

Goal 7: Improve the City's Washington State Fire Rating from 7 to 6.

## B. Policies

Policy 1: Provide capital improvements to correct existing deficiencies and to replace worn-out or obsolete facilities.

Policy 2: Evaluate and prioritize proposed capital improvement projects using the following criteria:

Does the project correct an existing deficiency or replace a needed facility?

Does it eliminate a public hazard?

Does it promote public health, safety and welfare?

Is it financially feasible?

What is the total financial impact, including maintenance and operations?

Policy 3: Develop appropriate funding mechanisms so that the new development will pay its "fair share" of costs related to infrastructure development.

Policy 4: Continue to adopt a Six-Year Capital Improvements Program as part of the annual budgeting process.

Policy 5: When bonds are used, ensure that bond debt is managed so that it does not exceed the City's ability to pay.

Policy 6: Secure grants or private funds if feasible.

Policy 7: Encourage development of infill areas within current boundaries before annexing into the Urban Growth Area.

Policy 8: Continue the process of developing a water system plan in order to comply with Washington State Department of Health requirements.