

CAPITAL FACILITY ELEMENT

TABLE OF CONTENT

I. INTRODUCTION

- 1. Growth Management Act Requirements.....3
- 2. Purpose of the Capital Facilities Element3

II. CAPITAL FACILITIES INVENTORIES

- 1. Fire Protection.....4
- 2. Police Protection.....5
- 3. Schools.....6
- 4. Libraries.....7
- 5. City-Owned Building Facilities.....8

III. LEVEL OF SERVICE STANDARDS (LOS) AND CAPITAL FACILITIES NEEDS PROJECTIONS

- 1. Fire/EMS Level of Service.....10
- 2. Police Level of Service.....10
- 3. Schools Level of Service.....10
- 4. Library Level of Service.....11
- 5. Building Facilities Level of Service.....12
- 6. Parks and Recreation Level of Service.....12
- 7. Utilities –Level of Service – Sewer.....13
- 8. Utilities Level of Service – Stormwater.....13

IV. CAPITAL FACILITIES FINANCING

- 1. Potential Revenue Sources.....14
- 2. Current Revenue Sources.....18
- 3. Capital Facilities Revenue Projections.....19
- 4. Capital Facilities Plan, 2015-2020.....19

V. CAPITAL FACILITIES ELEMENT GOALS AND POLICIES

- 1. Goals and Policies.....23

LIST OF FIGURES

1. Public Facilities Map.....9

LIST OF TABLES

1. School Facilities Inventory.....6
2. 2015-2020 Capital Facilities Plan.....21 - 22

APPENDICES

A. Essential Public Facilities Siting Process.....26

CAPITAL FACILITY ELEMENT

I. INTRODUCTION

1. Growth Management Act Requirements

The Washington State Growth Management Act requires jurisdictions to prepare a capital facilities element that contains the following features:

1. An inventory of existing capital facilities owned by public entities, showing the locations and capacities of the capital facilities.
2. A forecast of the future needs for such capital facilities.
3. The proposed locations and capacities of expanded or new capital facilities.
4. At least a six-year plan that will finance such capital facilities within projected funding capacities and clearly identifies sources of public money for such purposes.
5. A requirement to reassess the land use element if probable funding falls short of meeting existing needs and to ensure that the land use element, capital facilities plan, and financing plan within the capital facilities plan are coordinated and consistent.

2. Purpose of the Capital Facilities Element

The Capital Facilities Element represents the community's policy plan for the financing of public facilities over the next 6 years. It outlines the City's needs and sets policy direction for determining capital improvement needs and for evaluating proposed capital facility projects. It establishes funding priorities and a strategy for utilizing various funding alternatives.

For the purposes of this Element, a capital facility is defined as a structure or equipment that generally costs at least \$5,000 and has a useful life of 7 years or more. Capital investments may include rehabilitation or maintenance of capital assets, the construction of new buildings, streets, acquisition of land, or the purchase of equipment.

The Capital Facilities Element addresses all public facilities except for the transportation facilities, utilities, and parks and recreation which are addressed in the separate Transportation, Utilities, and Parks and Recreation Elements of the Comprehensive Plan. However, the Capital Facilities Element includes a six-year Capital Facilities Plan that includes City financing of all capital improvements from 2015 to 2020. This financing plan is updated annually and identifies capital project expenditures and the availability of funds.

The following text describes the major goals and areas of concern that are addressed in the Capital Facilities Element:

1. The Capital Facilities Element is the mechanism the City uses to coordinate its physical and fiscal planning. It coordinates the provision of future capital facilities with the land development that is envisioned by the Land Use Element of the Comprehensive Plan.

2. Levels of service standards are established for each capital facility as a measurable standard, in order to maintain a quality of life for existing and future development, in accordance with the community's vision.
3. The Capital Facility Element can insure the timely provision of adequate services and facilities to serve future development without negatively impacting existing facilities or placing a financial burden on residents. One of the goals of the Growth Management Act is to have capital facilities in place concurrent with development.
4. The Capital Facility Element promotes efficiency and fiscal responsibility. The six-year Capital Facility Plan requires local governments to document capital improvement projects and to identify the sources of revenue that will be used to fund the facilities. The identification of adequate funding sources results in the prioritization of needs and allows the evaluation of trade-offs between capital projects. Long range financial planning presents the opportunity to schedule projects with regard to relative urgency, economic desirability, and community benefit.
5. The Capital Facility Element provides a reality check on the vision set forth in the Comprehensive Plan. The Element specifically evaluates the City's fiscal capability to provide the public facilities necessary to achieve the community's goals and to support the other comprehensive plan elements.

II. CAPITAL FACILITIES INVENTORIES

The Capital Facilities Element addresses the following public facilities and services:

1. Fire Protection
2. Police Protection
3. Schools
4. Libraries
5. Building Facilities

The locations of public facilities within the City of Brier are mapped on Figure 1.

Capital facilities that provide infrastructure necessary to support basic life needs such as water and sanitary sewer are addressed in the Utilities Element of this Plan. Streets and other transportation needs are addressed in the Transportation Element of the Plan. Parks, recreation, and open space needs are addressed in the Parks and Recreation Element of the Plan. Funding for capital improvements to all systems, including those addressed in this and other elements will be evaluated in the Capital Facilities Plan of this element.

1. Fire Protection

The City of Brier operates under a contract for services with Fire District 1, who is responsible for providing fire protection, fire marshaling, hazardous materials events, technical rescue and first response emergency medical services to the City. The same services are extended to the City of Edmonds and the City of Mountlake Terrace through contracts. For 2013, there were 2,223 calls for service, 70 percent of which were emergency medical related. The department arrived 90% of the time in 8 minutes or less from the time a 911 call was received. A system of mutual and automatic aid agreements with adjoining jurisdictions allows the Computer Aided Dispatch to dispatch units 25 deep before its system is exhausted.

Additional resources can also be summoned by utilizing the Snohomish County Resource Plan, which allows for additional task force and strike team units to be dispatched.

For extraordinarily high risk/high loss incidents, the Fire District participates in the Washington State Fire Response Plan utilizing task force and strike team resources from across the region as well as providing access to military and other governmental agency resources.

Current Fire Department operations within Brier are conducted from one Fire Station 18 on Poplar Way, built at its current location in 2010. Fire District 1 operates a total of twelve fire stations. A minimum of three firefighters are on duty at each station 24 hours each day. The Department has a total staff of 192 shift personnel. The contract with Fire District 1 provides two fully staffed ladders and two on-duty Battalion Chiefs. The Department provides 1,500 gallons per minute (gpm) pumper, one medic unit. The Fire Department has an on-going vehicle replacement program.



The Brier firefighters are trained to the level of either Emergency Medical Technicians or Paramedics.

All dispatch services are provided by SNOCOM through joint participation and funding with the cities of Brier, Edmonds, Lynnwood, Mountlake Terrace, Woodway, and Snohomish County Fire District 1.

Increasing numbers of 911 calls will continue to require increasing costs of operation at SNOCOM. Currently there is discussion on replacing the 800 MHz radio system within Snohomish County as the end of its useful life is 2020.

Fire District 1 participates in a County-wide HazMat and Technical Rescue Teams. The teams respond throughout the County and provide technicians and specialists. All personnel are trained to either technician or operations level. Within Fire District 1 there is a Technical rescue unit and a HazMat Decontamination unit. The Rescue Team performs high angle, confined space, ice, surface water, trench, and collapse type rescues.

The District has a fire service protection rating of 3 assigned by the Washington Survey and Rating Bureau which rates fire districts from 1 to 10, with one representing the highest score. The fire protection rating is a measure of the available area water supply, fire department staff and equipment, fire alarm system, fire protection program, building department enforcement of building laws, and structural conditions of buildings.

2. Police Protection

The City of Brier operates its own police force that serves the area within city limits. The Police Department is in the same location as the City Hall/Administrative Building. The building is open from 8 a.m. to 5 p.m. Brier police schedule shifts so that one commissioned officer is on duty at all times, thus providing 24-hour coverage.

The police force consists of the police chief and 6 commissioned full time officers. There is also 1 volunteer reserve officer, committed to working at least 15 hours per month, as well as 1 civilian employee.

In 2014, the Police Department received 2,072 calls. The Department's calls involve property crimes, traffic management, and miscellaneous calls. In addition to the calls, the Department also

was involved in arrests, processing activities (e.g., record checks, licenses, and incident and/or case reports) and preparing cases for prosecution. The City uses the Lynnwood and Snohomish County jail facilities, and the Snohomish County South District Court located in Lynnwood.

The Police Department is entirely funded through the City’s general fund. No major capital improvements or expansion of the Department is anticipated in the near future.

3. Schools

Brier residents are served by two school districts: the Northshore School District #417 and the Edmonds School District #15. School district boundaries in Brier are identified on Figure 1, Public Facilities.

The Northshore School District covers approximately 62 square miles in King and Snohomish Counties, and has a total enrollment of 20,240(full time equivalents as of October 2013). The District has 32 schools and multiple operational support facilities. They project a total enrollment of 20,712 in 2019 and 21,519 in 2035.¹ The school district is currently building a new high school. Along with the new high school, grade reconfiguration will occur that will free up space at elementary and junior highs. 6th graders would move into middle schools along with 7th and 8th graders, and 9th graders would move into high schools.

The Edmonds School District covers approximately 36 square miles in southwest Snohomish County and has a total enrollment of 20,308 students as of October 2013 in 31 schools. The District also owns and operates five facilities providing operational support function to the schools (for example, the Administration Center and the Maintenance/ Transportation facility). The school district has developed a capital facilities plan that projects capital facility needs through 2034. They project a total enrollment of 21,419 students in 2019 and 22,985 in 2034. They estimate that there will be no unhoused students in 2019.²

Because both of the School Districts serve such large areas and student populations, a breakdown of the number of students and school facilities specific to Brier is unavailable. The Edmonds School District has two school facilities located within the City limits of Brier: Brier Elementary School and Brier Terrace Middle School. Other schools attended by Brier residents are located in adjacent areas.

Table 1 summarizes the school facilities that serve Brier directly.

**TABLE 1
School Facilities Inventory**

SCHOOL FACILITY	LOCATION	ENROLLMENT	ENROLLMENT CAPACITY
<u>Edmonds School District</u>			
Brier Elementary	3625 232 nd St. SW	435	600
Brier Terrace Middle School	22200 Brier Road	655	962

¹ Northshore School District #417, “2004 Capital Facilities Plan,” April 27, 2004.

² Edmonds School District, “2014-2019 Capital Facilities Plan,” September 2014.

Mountlake Terrace High School	21801 44 th Ave. W., Mountlake Terrace	1,248	1,791
<u>Northshore School District #417</u>			
Lockwood Elementary	24118 Lockwood Rd. , Bothell	548	670
Kenmore Jr. High	20323 66 th Ave. NE, Bothell	665	679
Inglemoor High School	15400 Simonds Rd. NE Bothell	1,558	1,111

Source: Edmonds 2014 and North Shore School District, 2014.

The School Districts develop school attendance to serve neighborhood populations. However, due to increasing enrollments and the existence of District-wide programs/ schools of choice, students may not always attend the school nearest to their home. Brier students may attend other schools in the Edmonds School District such as: Cedar Valley Elementary School, Madrona Non-graded, Terrace Park, or Maplewood Parent Co-op.

Both School Districts have developed Capital Facilities Plans for compliance with the Growth Management Act. The Capital Facilities Plans forecast future needs for school facilities based on enrollment projections and adopted level of service standards, and include a budget/financing plan for capital improvement projects and the construction of new schools. Future capital facilities development generally requires a vote by the citizens within the respective districts and is funded through district-wide school bond issues or other sources as noted above. School capital projects will not be listed in Brier's CFP.

4. Libraries

The City of Brier is annexed into the Sno-Isle Regional Library system, which is a special taxing district that provides library services to unincorporated areas and cities in Snohomish and Island counties. Sno-Isle Regional Library system is headquartered in Marysville. The system contains approximately 1,195,400-catalogued items (bound books, videotapes, audiotapes, records and art prints). Other services offered by Sno-Isle include a bookmobile and three Outreach Vans to serve residents unable to get to library facilities.

The Brier Library is housed in a 2,980 square foot building at 23303 Brier Road. The library was opened in 1996. The City owns the building and pays for the maintenance and utilities. The library contains approximately 21,561-catalogued items, which include books, and audio and visual cassettes. Computer terminals are also available at the library.

The libraries in Mountlake Terrace and Lynnwood are also served by the Sno-Isle Regional Library system and are used by residents of Brier. The Mountlake Terrace Library is located on 232nd Street S.W. and 58th Avenue W., near the City Hall. It contains approximately 56,096-catalogued items. The Lynnwood Library is located to the north of Brier, on 44th Avenue W. and 192nd. St. S.W., and contains approximately 126,875-catalogued items in a 25,920 square foot building. An addition of approximately 12,000 square feet was completed in 1999. The Sno-Isle Regional Library system does not presently own library-building facilities but it has its own capital facility plan for the system.

The Sno-Isle Regional Library system is funded by library tax levies and contract services. City of Brier residents presently pay a library levy of .50/\$1,000 of assessed property value, which is paid directly to the Sno-Isle Regional Library system. Costs associated with the library building are funded through the City's general fund.

5. City-Owned Building Facilities

The City of Brier owns and operates the following building facilities:

- City Hall / Administrative / Police Department / Public Works Administrative Office 14,790 square feet
- Public Works Maintenance & Shop Buildings 5,800 square feet
- Brier Park Rest Room 250 square feet
- Brierwood Park Rest Room 336 square feet
- Brier Library 2,980 square feet

Several of the City's offices (City Hall / Administrative / Police Department Building, Public Works Administrative Office) are located together just west of Brier City Park at 2401 228th Street S.W., just east of Brier Road. The City Hall building provides offices for the Mayor, City Clerk, Deputy Clerk, Secretary, Community Development Director, Public Work Administrative office, Building Department, Police Department and other tenants. It also includes a City Council Chamber, Conference Room, Media Room, lobby, and rest rooms. The Public Works Maintenance and Shop buildings are located at the east end of Brier Park, at 22750 Old Poplar Way. The Public Works Maintenance and Shop Building has undergone a limited interior remodel, for archives storage and a fuel island canopy. The library was completed in 1996. A fire station is located at 21206 Poplar Way in Brier. The fire station is owned and occupied by Snohomish County Fire District 1.

III. LEVEL OF SERVICE STANDARDS (LOS) AND CAPITAL FACILITIES NEEDS PROJECTIONS

Levels of Service (LOS) standards are quantifiable measures of the amount or quality of public facilities and services that are provided to the community. The standards are established to ensure the availability and adequacy of capital facilities to serve a level of growth that is anticipated in the Land Use Element. Level of service standards is used to determine the future needs for capital facilities and services over the 20-year time frame of the Comprehensive Plan. Level of service standards are measures of the quality of life of the community and should be based on the community's vision and values. With the use of level of service standards, the future needs of capital facilities are based on quantifiable, objective measures of necessary capacity. The level of service standards reflects a desired provision of facilities and services, with recognition of the financial capability of providing a capital facility at the defined standard. Adopted level of service standards offer policy direction to prioritize future capital improvement funding.

The following lists the capital facilities provided in Brier. With the exception of Fire services which have a unique LOS, in the text below each type of capital facility, the existing level of service, the level of service standard adopted by the City, and projected needs and capital facility improvements are identified. The projected needs and improvements are calculated by applying the adopted level of service standards to the population projected for Brier over the 20-year time frame of the Comprehensive Plan.

1. Fire/EMS Level of Service

Fire and EMS services are contracted with Snohomish County Fire Protection District No. 1. The contract with the District specifies the level of service that the District will maintain. The contract sets forth the maximum Reflex Time in the response to emergencies and the deployment and utilization of personnel as the agreed-upon level of service:

Fire and Basic Life Support Medical Emergencies: Eight (8) minutes for ninety percent (90%) of all fire and BLS incidents evaluated on a rolling twelve- (12) month period.

Advanced Life Support Medical Emergencies: Eight (8) minutes for ninety percent (90%) of all ALS incidents evaluated on a rolling twelve- (12) month period.

Effective Response Force: Ten (10) minutes for ninety percent (90%) of all incidents requiring an effective response force evaluated on a rolling twelve- (12) month period.

Discussion: The District would increase its resources and personnel to continue to meet these standards through 2025. The District built a new fire station in Brier in 2010 to serve the local community.

2. Police Level of Service

The City of Brier has its own police force with one police chief and six police officers.

Current Level of Service (2015): 1 Officer/892 population
7 Officers (6,250 pop/892 LOS=7 Officers)

Level of Service Standard: 1 Officer/1,000 population

Projected Needs (2035): 7 Officers (7,011 pop/1,000 LOS=7 Officers)

Projected Surplus/Deficit: None

Discussion: For the City to maintain the current staffing level of police officers, the level of service will not need to increase. By 2035, the net effect is that the City of Brier's staffing level is appropriate for police protection services.

3. Schools Level of Service

The City of Brier is served by the Edmonds and North Shore School Districts. The schools LOS is determined by the respective Districts.

The Northshore District states that, in facilities where layout meets instructional needs and building structural integrity is good, individual building systems are replaced or modernized to extend the life of the site. Almost 37 building systems at 21 schools have been replaced. Projects for renovating playfields, providing and upgrading technology and replacing/upgrading building systems are planned. In 2014 voters passed a levy approving a new high school to be built in the northeast quadrant of the district. Along with the new high school, grade reconfiguration will occur that will free up space at elementary and junior highs. 6th graders would move into middle schools along with 7th and 8th graders, and 9th graders would move into high schools. Though Brier students will not attend the new high school, they will be affected by the reconfiguration.

The Edmonds School District estimates that no additional classroom capacity will be required at the end of the six-year forecast period (year 2019). The district does have schools that are in need of rebuilding or remodeling within the 20 year forecast ending in 2034.

For 2034 the District "...may have sufficient but may wish to create capacity in other areas of the district. The District has identified all capital construction projects in its Six Year Facilities Plan...The District appears to have adequate undeveloped sites for the construction of a new middle school.

School capital improvements generally are funded district-wide through bonds or levies by a super majority of the electorate. Other sources of funding include statewide matching funds, development fees and mitigation. The proposed capital projects at schools serving Brier children are identified in this Element for information only -- they are not included in the Six Year Capital Facilities Plan.

4. Library Level of Service

The City of Brier owns the library, but it is a part of and operated by the Sno-Isle Regional Library System. The new library is 2,980 square feet.

Current Level of Service (2004): 462 square feet/1,000 population
(2,980 sq. ft. /6450 pop=462sq. ft.)

Level of Service Standard: 400 square feet/1,000 population

Projected Needs (2035): None (See discussion below.)
(7,011 pop/1,000 X 400 =2,804 sq. ft.)

Projected Surplus/Deficit: None (See discussion below.)

Discussion: The Brier Library was opened in 1996 and is nearly 4 times as large as the previous library building that served the City for many years. When built, it was intended that this library would serve the City for at least 20 years or more and was built to accommodate an increase in population. In discussions with administrators of the Sno-Isle Library System, the Brier library is considered a “small” library. In determining the appropriate size of the Brier library, it took into consideration the building site available along with the close proximity to the Mountlake Terrace and Lynnwood libraries, both of which are much larger. In addition, Lynnwood library is also a regional reference center. Therefore, it is unlikely that a larger library would be needed in Brier, and therefore the LOS has been reduced to 400 square feet or less per 1,000 population.

5. Building Facilities Level of Service

The City of Brier City Hall (including Administrative, Police, Mayor, Community Development, Public Works and Building Department Offices) totals 14,790 square feet. When this square footage is added to all other city-owned buildings (including the 4,600 square foot Public Works Maintenance and Shop Building and 1,200 vehicle storage building, the 250 square foot Brier Park Rest Room and the 336 square foot Brierwood Park Rest Room and excluding the library), the building facilities square footage is 21,176 square feet.

Current Level of Service (2014): 3,337 sq. ft. /1,000 population
(21,176/6,345 pop X 1,000 = 3,337 sq. ft.)

Level of Service Standard: 446 sq. ft. /1,000 population

Projected Needs (2035): None
(7,011 pop/1,000 X 446 =3,127sq. ft.)

Projected Surplus/Deficit: 18,049 square feet – (Surplus)
(21,176 sq. ft. - 3,127 sq. ft. = 18,049 sq. ft.)

Discussion: The new City Hall / Administrative / Police Department Building was completed in the spring of 2005. It provides offices for the Mayor, City Clerk, Deputy Clerk, Secretary, Community Development Director, Public Work Administrative office, Building Department, Police Department and other tenants. The building also includes a City Council Chamber, Conference Room, Media Room, lobby, and rest rooms.

6. Parks and Recreation Level of Service

Existing Level of Service (2014): Land and Facility Value per Capita: \$3,643.79
Located within ½ mile of a park or school: 85%

- **Level of Service Standard:** Park system investments as growth occurs sufficient to maintain a park system value of at least \$3,643.79 per resident. This amounts to a \$2,772 per resident mitigation fee after consideration of other parks related revenues.
- All properties in the city shall be able to access a park or school recreation facility on foot or by bicycle within a distance of ½ mile, using public streets, trails, or access rights-of way.

Projected Needs (2035):

Additional Value Needed for Growth: \$2,426,763.
Net Per Capita Needed for Growth: \$2,771.57

Discussion: The parks level of service consists primarily of a minimum park system value per residents, coupled with a minimum standard for non-motorized park access. This ensures an adequate amount park facilities can be provided for residents even if there is not much land to purchase for park development. It also ensures that all Brier residents can access park facilities.

7. Utilities – Level of Service – Sewer

Existing Level of Service (2014): 248 gallons/connection/day (av. res. gpd)
Peak Middle School Wastewater Flow: 13,600 gpd
Peak Elementary Wastewater Flow: 6,150 gpd
Peak Commercial Wastewater Flow: 5,000 gpd
Peak Library Wastewater Flow: 250 gpd

Level of Service Standard: WSDOE Criteria for Sewer Works Design

Projected Needs (2035): 248 gallons/connection/day (average res. gpd)
Peak Middle School Wastewater Flow: 13,600 gpd
Peak Elementary Wastewater Flow: 6,150 gpd
Peak Commercial Wastewater Flow: 5,000 gpd
Peak Library Wastewater Flow: 250 gpd

Projected Surplus/Deficit: Proposed projects to address needs are listed in Table 2, below.

Discussion: The primary sanitary sewer needs in the City are to construct sewer extensions to serve currently unsewered areas of Brier. These will be paid for through ULID’s or developer extensions. The Golden View Lift Station was eliminated in 2011 because gravity flow sewer became available due to development in unincorporated Snohomish County.

8. Utilities Level of Service – Stormwater

A separate stormwater study (“Stormwater Management Plan”) was prepared for Brier by Hammond, Collier & Wade-Livingstone Associates. This stormwater plan was used for background information.

Existing Level of Service (2014): Conveyance: 25 Year Storm
Detention: Up to 100-Year Storm

Level of Service Standard: Current edition of the Washington State Department of Ecology Stormwater Manual

Projected Needs (2035): Same Standard

Projected Surplus/Deficit: Proposed projects to address needs are listed in Table 2, below.

Discussion: In 1999 the City adopted a stormwater management ordinance with specific requirements for different types of projects. This ordinance was updated in 2004 to include requirements for residential projects.

IV. CAPITAL FACILITIES FINANCING

The GMA requires adoption of a six-year capital facilities plan that identifies the capital projects for the six years following adoption of the Comprehensive Plan. The capital projects are based on needs or improvements identified in the Comprehensive Plan Elements and include potential funding sources. The capital facilities plan is updated annually to incorporate capital improvements into the annual budget.

The following discussion reviews existing and potential revenue sources available to the City for funding capital improvements. The draft six-year capital facilities plan, which includes both project cost estimates and potential revenue sources to pay for projects is presented.

1. Potential Revenue Sources

The following section will present additional, potential revenue sources or funding mechanisms that may be available to the City. The discussion will first present options for tax and fee revenue sources that are presently used by the City. It will specifically compare the City's existing use of these revenue sources with statutory limitations or the City's legal capacity to collect additional revenues. The discussion will identify whether the revenue sources are available to fund all types of capital facilities or if they are restricted to specific types of capital facilities. This section will also discuss the use of general obligation bonds as a revenue source. Following this discussion, listings of grant and loan programs that are available for funding capital facilities will be presented.

a. Tax and Fee Revenue Sources

1) Real Estate Excise Tax

The real estate excise tax (REET) has been the principal revenue source for the Capital Improvement Fund #111 and Fund #300. REET is a tax levy that is collected on the purchase price of real estate excise tax levy of .25 percent. The Growth Management Act authorized jurisdictions to collect another .25 percent, for a total of .50 percent.

The City of Brier enacted REET 1, the first .25 percent real estate excise tax, in 1982 (funds # 105 and # 111). The average annual revenue in the past six-year period (2009 -2014) was \$69,614.50. In 1998, the City enacted REET 2, the second .25 percent real estate excise tax (fund # 300). In 2014, the REET 2 revenue was \$114,468.95. In the 2015 final budget, the REET 1 revenue, including interest, is estimated at \$65,000 and the REET 2 revenue is estimated at \$70,000.

REET 1

The first quarter percent of REET may be spent by jurisdictions that are planning under GMA solely for the capital projects that are listed in the Capital Facilities Plan. "Capital projects" are defined in RCW 82.46.010(6) as:

Those public works projects of a local government for planning, acquisition, construction, reconstruction, repair, replacement, rehabilitation, or improvement of streets, roads, highways, street and road lighting systems, traffic signals, bridges, domestic water systems,

storm and sanitary sewer systems, parks, recreational facilities, law enforcement facilities, fire protection facilities, trails, libraries, administrative and judicial facilities, river and / or waterway control projects...

REET 2

For spending the second quarter percent of the real estate excise tax, "capital projects" are defined in RCW 82.46.035(5) as:

Public works projects of a local government for planning, acquisition, construction, reconstruction, repair, replacement, rehabilitation, or improvement, of streets, road, highways, sidewalks, street and road lighting systems, traffic signals, bridges, domestic water systems, storm and sanitary sewer systems, and planning, construction, reconstruction, repair, rehabilitation, or improvement of parks.

Because these revenue sources have a dedicated purpose, it must be accounted for separately in a capital projects fund. Jurisdictions levying both REET 1 and REET 2 need to keep track of each of these revenues separately because the uses to which they may be put are different.

2) Property Tax Levy

Property tax levies go into general and street fund revenues, and are most often used by the City for operating and maintenance costs rather than capital improvements. However, there are no statutory limitations on the use of property tax revenues for capital facility improvements. Because this is a principle source of revenue that is available to pay for future increases in operating and maintenance costs, it may not be prudent to project this revenue as a future source of capital improvements. However, a strategy that the City may wish to consider is to raise the tax levy rate for a limited period and earmark the funds for a specific capital project that benefits the community.

The property tax rate in the City of Brier was \$0.969318 per \$1,000 assessed valuation (AV) in 2008. In addition, Brier has an Emergency Medical Service (EMS) levy of \$0.50 per \$1,000 AV and a Library levy of \$0.50 per \$1,000. These levies total \$1.00 per \$1,000, and when added to the property tax rate of \$1.36446374 per \$1,000 total tax of \$2.36446374 per \$1,000 AV. The maximum rate allowed by state law is \$3.60 per \$1,000 AV. Therefore, the City is currently levying less than half the tax rate permitted by state law.

The 101% limit: In 1971, chapter 84.55 RCW established a limitation on the increase in regular property taxes for taxing districts. The current limitation each year for most districts is 101% of their highest lawful levy since 1985, plus an additional amount to allow for a new construction within the district. The 101% limit applies to the total amount of property tax for a taxing district, not to individual properties.

With majority voter approval, districts may raise the 101% limit in order to exercise more levy authority under statutory and constitutional limits.

3) Impact Fees

The Washington State Growth Management Act (GMA) authorizes local governments to charge impact fees to collect for a development's fair share of off-site capital facility improvements that are related to the development. Impact fees may be collected only for capital facilities that are owned and operated by government entities and only for those facilities that have been addressed in the Capital Facilities Element. Growth impact fees must be used for capital facilities needed by growth, and not for current deficiencies in levels-of-service or operating expenses. Impact fees must show a rational nexus in benefit between the payer of the fee and the expenditure of the fee.

Impact fees, as authorized by RCW 82.02.050, do not include any other form of developer contributions or exactions. For example it does not include mitigation or voluntary payments authorized by the Washington State Environmental Policy Act (SEPA), local improvement districts or other special assessment districts, linkage fees or land donations or fees in lieu of land.

4) State Environmental Policy Act (SEPA) Mitigation Fees

The Washington State Environmental Policy Act (SEPA – RCW 43.21C) allows local governments to impose mitigation including on-site improvements or fee assessments with which to finance off-site improvements that are caused by a property’s development. SEPA mitigations may cover a variety of physical improvements that are affected by the property’s proposed land use including sidewalks, roads, parking areas, utilities and other supporting infrastructure systems. SEPA mitigations must be proportionately related to the property’s impact on infrastructure.

b. Long-Term Bonded Debt

Local government jurisdictions commonly finance large capital projects through long-term bonded debt or other grants or loan programs. Long-term bonds include general obligation bonds, revenue bonds, and special assessment bonds.

1) General Obligation Bonds

General Obligation Bonds are backed by the value of the property within the jurisdiction (its full faith and credit). There are two types of General Obligation Bonds: voter-approved and councilmanic.

Councilmanic bonds may be approved by the City Council without the need for voter approval. Principal and interest payments for councilmanic bonds must come from general government revenues, without a corresponding increase in taxes. This method does not use a dedicated funding source for repaying the bondholders. As a result, the general fund moneys required for payback will not be available for other government operations.

Voter-approved bonds will increase the property tax rate, with the increased revenues dedicated to paying principal and interest on the bonds. Local governments are authorized “excess levies” to repay voter approved bonds. Excess levies are increased in the regular property tax levy above the statutory limit (\$3.60 per \$1,000). Approval requires a 60 percent majority vote in favor and a turnout of at least 40 percent of voters from the preceding general election.

The amount of local government debt allowable for GO bonds is restricted by law to 7.5 percent of the taxable value of property within the City limits. This may be divided as follows: 2.5 percent for general-purpose bonds, 2.5 percent for utility bonds, and 2.5 percent for open space and park facilities. Of the 2.5 percent for general-purpose bonds, the City may issue up to .75 percent in the form of councilmanic bonds. State law allows cities an additional separate debt capacity of .75 percent of taxable value of property for non-voted lease obligations.

Brier has one general obligation bond debt of \$26,500 for the debt service for the construction of the library in 2005. The 2014 City-wide assessed property valuation is \$751,964,937. Therefore, the City has a total approximate borrowing capacity of \$56,370,870 (7.5 percent of the citywide property valuation minus the general obligation bond).

2) Revenue Bonds

Revenue bonds are backed by the revenue received from the project that the bonds helped to fund. Such bonds are commonly used to fund utility improvements. A portion of the utility charge is set aside to pay off the bonds.

Currently, the City of Brier has no revenue bond debts.

3) Special Assessment Bonds – (Local Improvement Districts, Road Improvement Districts, and Utility Local Improvement Districts)

Special assessment bonds, repaid by assessments against the property benefited by the improvements, are used to finance projects within a specific geographic area, as opposed to those that will serve the entire jurisdiction.

c. Grant and Loan Programs

The following discussion will present grant and loan programs that are most relevant to Brier. First, multi-use revenue sources that may be used for funding various types of capital facilities are discussed. Then, single-use revenue sources, which may be used only for particular types of capital facilities, are described. These revenue sources are presented as potential revenue opportunities only because it is not feasible to forecast the availability of grant or loan program revenues.

Brier has one loan with the State of Washington L.O.C.A. loan program for \$367,959 for the debt service of the City Hall construction in 2004.

1) Multi-Use Grant and Loan Programs

Public Works Trust Fund – The State Public Works Board provides low interest loans available for capital facilities planning, emergency planning, and construction of bridges, roads, domestic water, sanitary sewer, and storm sewer. Applications must have a capital facilities plan in place and must be levying the original .25 percent real estate excise tax. Construction and emergency planning projects must be for construction or reconstruction of existing capital facilities only. Capital improvement planning projects are limited to planning for streets and utilities.

Loans for construction projects require a local match generated only from local revenues or state share entitlement (gas tax) revenues. The required local match is 10 percent for a 3 percent loan, 20 percent for a 2 percent loan, and 30 percent for a 1 percent loan.

Emergency planning loans are at a 5 percent interest rate. If state or federal disaster funds are received, they must be applied to the loan for life of the project (20 years). Capital improvement planning loans have a 0 percent interest, but require a 25 percent local match.

Community Development Block Grant – These funds are available annually statewide through the federal Department of Housing and Urban Development for public facilities, economic development, and housing projects which benefit low and moderate income households. Funds may not be used for maintenance and operations.

Community Economic Revitalization Board Grant (CERB) – The Department of Commerce facilitates the CERB program. CERB is a state board focused on economic development through job creation in partnership with local governments. The board has the authority to finance public infrastructure improvements that encourage new private business development and expansion. In addition to funding construction projects, CERB provides limited funding for studies that evaluate high-priority economic development projects. CERB provides funding through grants and loans.

2) Single-Use Grant and Loan Programs

Sanitary Sewer/Stormwater Facilities

Centennial Grants – The State Department of Ecology administers grants for water quality infrastructure and nonpoint source pollution projects to improve and protect water quality.

Clean Water State Revolving Fund Loans – The State Department of Ecology administers low interest loans and forgivable principal funding for wastewater treatment construction projects, eligible nonpoint source pollution control projects, and eligible Green projects. Applicants must show a water quality need, have a facilities plan for treatment works, and show the ability to pay back the loan through a dedicated source of funding.

3) Transportation Facilities

Surface Transportation Program (STP) Grants – The Puget Sound Regional Council (PSRC) provides grants for road construction, transit capital projects, bridge projects, bicycle, pedestrian and recreation trails.

Urban Arterial Trust Program (UAP) – The Washington State Transportation Improvement Board (TIB) provides funding for projects in the areas of safety, growth and development, mobility, and physical condition. To be eligible cities must have a population of 5,000 or greater, the project must be on a federally classified route (principal, minor, or collector), and projects must be consistent with state, regional and local transportation plans.

Arterial Preservation Program (APP) – The State Transportation Improvement Board provides funding to address declining street conditions in cities. The APP provides funding for overlay of federally classified arterial streets in cities with a population greater than 5,000 and assessed valuation less than \$2 billion.

Sidewalk Program – The State Transportation Improvement Board provides this funding for pedestrian projects. To be eligible for the program, the intent at of the project must be transportation and not recreation, and the project must be on a federally classified route (principal, minor, or collector). Projects improve pedestrian safety, access, connectivity, and address system continuity. Completed projects must be consistent with the Americans with Disabilities Act.

4) Parks and Recreation Facilities

Washington State Recreation and Conservation Office (RCO) – The RCO administers grants for parks capital facilities acquisition and construction. Most grants require varying amounts of matching funds.

Snohomish County Conservation Futures –The program uses Conservation Futures Property Tax Funds to acquire interest, or rights, in real property for the preservation of open space, farm and agricultural land, and timber land.

2. Current Revenue Sources

a. General Fund

Brier does not typically allocate revenues in the General Fund for large capital projects. General Fund revenues are used mostly for operating and maintenance costs.

b. Revenue Funds

Capital facility projects are most commonly funded through intergovernmental shared revenues, taxes, grants, and revenues from enterprise funds. These revenues or funding sources go into various funds that are allocated for capital improvements, as well as the operation and maintenance of facilities. Although the expenditures are greater than the revenues in some years, fund balances that work like a savings account for more expensive projects cover the larger expenditures.

3. Capital Facilities Revenue Projections

Many of the revenue sources contributing to the various City fund accounts come from a wide variety of state-shared revenues, state entitlements, and tax sources. Each revenue source has a different formula or methodology for determining the amount that is distributed to the City. Rather than attempt to project the potential future revenues accorded to the City from each individual source, the existing trend revenue projection indicates the potential revenues to the fund accounts that are presently established in the City. Initiative 695, passed in 1999, reduced projected revenues for the general fund and the street fund substantially.

Given the anticipated sharp decrease in future revenues from the State, revenues are projected to increase by only 3 % per year. At that growth rate, the revenues will grow from \$4,327,951 in 2015 to \$4,777,482 in 2020, for a total of \$26.6 million in future revenues.

4. Capital Facilities Plan 2015-2020

The Capital Facilities Plan contained within this element is a six-year financing plan for capital expenditures to be incurred each year between 2015 - 2020. It sets forth each capital project that the City of Brier plans to undertake and presents estimates of project costs and funding sources available for financing the projects. One of the GMA requirements is that you must balance the projected revenues with the proposed project. This CFP is a balanced budget overall that uses not only current revenue sources, but also uses grant sources such as IAC and TEA-21.

The first year of the Capital Facilities Program will be converted to the annual capital budget, while the remaining five-year program will provide long-term planning. Only the expenditures and appropriations in the annual budget are binding financial commitments. The projections for the remaining five years are not binding, and the capital projects recommended for future development may be altered or not developed due to cost or changing circumstances. The Capital Facilities Program is a six-year rolling plan that will be revised and extended annually to reflect changing circumstances.

The total of the 2015-2020 Capital Facilities Plan is \$9,726,731. The City's estimated share of the CFP is \$9,506,731 (98%), while the other, non-city funding totals \$220,000.

There are four major funding areas in the 2015-2020 CFP: City Facilities; Transportation; Parks and Recreation; and Utilities (including sewer and stormwater). Some of the larger capital expenses include citywide sidewalks, and parkland acquisition and development.

Specific primary funding sources for this CFP include City revenue funds, federal, state, and county grants, developer contributions, and LID's (local improvement districts). Upon completion of the 2000 Plan Update, the City became eligible for transportation and recreation grants. The developer contributions will also defray the cost of new improvements that are necessary due to impacts of new development in Brier. These contributions can come in the form of impact fees, mandatory "setasides" (e.g., percentage of land being developed), or SEPA mitigation. Overall, at this time, it is anticipated that with the combination of the different funding sources, the City will be able to afford this capital facilities plan.

**TABLE 2
2015-2020 Capital Facilities Plan**

Project Description	2015	2016	2017	2018	2019	2020	TOTAL
CITY FACILITIES							
SOURCES OF FUNDS							
City General Fund	\$969,000	\$998,070	\$1,028,012	\$1,058,852	\$1,090,618	\$1,123,336	\$6,267,888
101 Street	\$ 6,075	\$ 5,710	\$5,620	\$6,184	\$3,000		\$26,589
111 Capital Imp	\$ 41,009	\$ 38,517	\$37,938	\$41,745	\$20,253		\$179,492
300 Capital Fac.	\$26,579	\$ 24,984	\$24,589	\$27,057	\$13,126		\$116,335
400 Sewer	\$ 15,192	\$ 14,280	\$14,055	\$15,465	\$7,503		\$66,495
407 Storm	\$ 4,177	\$ 3,921	\$3,864	\$4,252	\$2,063		\$18,282
Total Sources	\$1,062,032	\$1,085,517	\$1,114,078	\$1,153,555	\$1,136,563	\$1,123,336	\$6,675,081

USES OF FUNDS							
GENERAL FUND							
Fire Services	\$969,000	\$998,070	\$1,028,012	\$1,058,852	\$1,090,618	\$1,123,336	\$6,267,888
<i>Annual Capital Amortization per Contract Services</i>							
State Local Loan Debt Payment	\$93,032	\$87,449	\$86,066	\$94,703	\$45,945		\$407,195
RMS Debt Payment	\$8,000	\$8,000	\$8,000	\$8,000	\$8,000	\$8,000	\$48,000
Business Zone Redevelopment Study	\$20,000						\$20,000
Decant Facility				\$500,000			\$500,000
Total Costs	\$1,090,032	\$1,093,519	\$1,122,078	\$1,661,555	\$1,144,563	\$1,131,336	\$7,223,083
BALANCE	(-\$28,000)	-\$8,002)	(-\$48,000)	(-\$508,000)	(-\$8,000)	(-\$8,000)	(-\$568,002)

TRANSPORTATION							
SOURCES OF FUNDS							
Street Fund #101	\$133,000	\$134,000	\$134,000	\$134,000	\$134,000	\$134,000	\$803,000
TEA-21 or TIB Grants							
ULID							
Total Sources	\$133,000	\$134,000	\$134,000	\$134,000	\$134,000	\$134,000	\$803,000

USES OF FUNDS							
Hickory Way Grade, re- configure, provide drainage & new gravel.		\$20,000					\$20,000
228th St curb, gutter, sidewalks			\$220,000				\$220,000
Vine Rd curb, gutter, sidewalks				\$430,000			\$430,000
236 th St curb, gutter, sidewalks					413,000		413,000
32 nd Ave W curb, gutter, sidewalks						338,000	338,000
Brier Rd overlay – 228 th St to northern city limits		\$600,000					\$600,000

Total Costs	\$ 0	\$620,000	\$200,000	\$300,000	\$0	\$0	\$1,120,000
BALANCE	\$190,000	\$(486,000)	\$15,000	\$(115,000)	\$180,000	\$180,000	\$(317,000)
UTILITIES							
SOURCES OF FUNDS							
Sewer Fund #400	\$1,760,000	\$1,760,000	\$1,813,000	\$1,813,000	\$1,867,200	\$1,867,200	\$10,880,400
Stormwater Utility Fund # 407	\$205,000	\$230,000	\$250,000	\$270,000	\$285,000	\$300,000	\$1,283,000
Total Sources	\$1,965,000	\$1,990,000	\$2,063,000	\$2,083,000	\$2,152,200	\$2,167,200	\$12,420,400
USES OF FUNDS							
Brierwood Park Stormwater Detention Pond		\$166,000					\$166,000
Skyline Hills Sewer Extension				\$110,000			\$110,000
Abbey View Culvert Repairs		\$300,000					\$300,000
Regional Detention Pond			\$276,000				\$276,000
Total Costs	\$0	\$466,000	\$276,000	\$110,000	\$0	\$0	\$852,000
BALANCE	\$1,965,000	\$1,524,000	\$1,787,000	\$1,973,000	\$2,152,200	\$2,167,200	\$11,568,400

PARKS AND RECREATION							
SOURCES OF FUNDS							
Park Acq. & Devel. #105	\$25,000	\$25,000	\$20,000	\$20,000	\$20,000	\$20,000	\$130,000
Developer Contribution	\$120,000	\$120,000	\$60,000	\$60,000	\$60,000	\$60,000	\$480,000
Total Sources	\$145,000	\$145,000	\$80,000	\$80,000	\$80,000	\$80,000	\$610,000

USES OF FUNDS							
Project Description	2010	2011	2012	2013	2014	2015	TOTAL
Citywide Trails	\$10,000	\$10,000	\$5,000	\$5,000	\$5,000	\$5,000	\$40,000
Locust Cr. Pk. Devel. Phase II		\$25,000					\$25,000
Hickory Way Park Design			\$35,000				\$35,000
Brier Pk. Amphitheater			\$60,000				\$60,000
Brier Park Restroom				\$25,000			\$25,000
Brier Park Field Drainage and		\$90,000					\$90,000
N Brierwood Pedestrian Bridge						\$150,000	\$150,000
Hickory Park Ph. I Trail Development			\$40,000	\$120,000			\$160,000
Total Costs	\$10,000	\$125,000	\$140,000	\$150,000	\$5,000	\$155,000	\$585,000
BALANCE	\$135,000	\$20,000	(\$60,000)	(\$70,000)	\$75,000	(\$75,000)	(\$25,000)

TOTAL CFP SOURCES:	\$3,305,032	\$3,354,517	\$3,391,078	\$3,450,555	\$3,502,763	\$3,504,536	\$20,508,481
TOTAL CFP COSTS:	\$1,100,032	\$1,684,519	\$2,272,878	\$2,796,555	\$1,616,915	\$1,691,936	\$11,142,835

V. CAPITAL FACILITIES ELEMENT GOALS AND POLICIES

GOAL CF 1.0: To enhance the quality of life in Brier through the planned provision of public capital facilities, whether directly provided by the City or via coordination with other public entities.

Policy CF 1.1: The City shall strive to maintain or achieve the following adopted level of service standards. The level of service standards shall be used as guidelines to evaluate the adequacy of public facilities:

Fire/EMS: Fire and Basic Life Support Medical Emergencies: Eight (8) minutes for ninety percent (90%) of all fire and BLS incidents evaluated on a rolling twelve- (12) month period.

Advanced Life Support Medical Emergencies: Eight (8) minutes for ninety percent (90%) of all ALS incidents evaluated on a rolling twelve- (12) month period.

Effective Response Force: Ten (10) minutes for ninety percent (90%) of all incidents requiring an effective response force evaluated on a rolling twelve- (12) month period.

Fire Rating of “3”

Police: 1 Police Officer / 1,000 Population

Schools: The Levels of Service are determined by the respective School Districts.

Libraries: 400 Building square feet / 1,000 Population

Building Facilities: 446 Administrative Office square feet / 1,000 Population

Parks and Recreation: Park system investments as growth occurs sufficient to maintain a park system value of at least \$3,644 per resident.

All properties in the city shall be able to access a park or school recreation facility on foot or by bicycle within a distance of ½ mile, using public streets, trails, or access rights-of way.

UTILITIES

Sewer: WSDOE “Criteria for Sewer Works Design”

Water Supply: 800 Gallons / Residential Equivalent / Day

Water

Distribution:

Minimum Water Pressure – 30 PSI
Minimum Fire Flows – Residential – 500 Gallons / Min. for 30 minutes
Commercial – 750 Gallons / Minute for 30 minutes

Stormwater

Detention:

2012 Washington State Department of Ecology Stormwater Manual Requirements for New Development:

- Projects that create 5,000 to 9,999 square feet of impervious area must match the peak flow of the predeveloped conditions for storm events ranging from 50% of the 2-year storm event to the 50-year storm event.*
- Projects that create 5,000 to 9,999 square feet of impervious area must match the peak flow of the predeveloped conditions for storm events ranging from 50% of the 2-year storm event to the 50-year storm event.

*Only applicable if the peak flow from the 100-year storm event under developed conditions is 0.1 cfs or more than the flow from the 100-year storm event under predeveloped conditions

Stormwater

Quality:

2012 Washington State Department of Ecology Stormwater Manual Requirements for New Development:

- Projects that create more than 5,000 square feet of Pollution Generating Impervious Surfaces must treat stormwater at a flow rate that will treat 91% of the runoff volume as estimated by an approved continuous runoff model.
- Projects that create more than 2,000 square feet of impervious area are required to use Low Impact Development (LID) measures (dispersion, bioretention infiltration etc.) if conditions are feasible.

TRANSPORTATION

Streets

“B” for all Minor Traffic and Neighborhood Streets; and
“D” for all Major Traffic Streets;

Intersections

“B” for Neighborhood-Minor Traffic Streets/Neighborhood-Minor Traffic Streets;
“C” for Neighborhood-Minor Traffic Streets/Major Traffic Streets;
and;
“D” for Major Traffic Streets/Major Traffic Streets.

- Policy CF 1.2: Ensure that the public capital facilities improvements are consistent with the adopted land use plan map and goals/policies of the other Elements of this Plan.
- Policy CF 1.3: The City shall coordinate with other public entities which provide public services within the Brier planning area in the development of consistent level of service standards. These entities include Edmonds School District, Northshore School District, Alderwood Water District, and Snohomish County.
- Policy CF 1.4: The City shall coordinate with other jurisdictions to ensure the efficient and equitable siting of essential regional capital facilities and that they are not precluded in the City of Brier.
- Policy CF 1.5: Establish a process for the siting and construction of essential public facilities that is consistent with the process established in the Countywide Planning Policies.
- GOAL CF 2.0: To assure the timely and adequate provision of public facilities to accommodate planned land uses.
- Policy CF 2.1: Provide, or arrange for others to provide, the capital improvements listed in the Six Year Capital Facilities Plan.
- Policy CF 2.2 Review and evaluate development proposals to ensure that there is sufficient capacity to meet the levels of service standards and the impacts of the proposed development concurrent with the proposed development. Developers shall provide information relating to impacts that the proposed development will have on public facilities and services.
- For sewer, stormwater, water, and new streets, “concurrent with” is determined to mean at the time of completion and occupancy of the development which impacts the facility.
- For all other public facilities, “concurrent with” is determined to mean within six years of completion and occupancy of the development which impacts the facility. The City will determine its preferred timeline for completion at the time of development review.
- Policy CF 2.3 Allow development to meet the requirements for adequate public facilities concurrency by donation or construction of needed capacity (such as roads or park land) or accepted demand management strategies that reduce the impact on public facilities.
- GOAL CF 3: The financing of needed capital facilities shall be economically feasible, fiscally sound, and equitable.

- Policy CF 3.1 The costs of all projects scheduled in the City’s Capital Facilities Plan shall not exceed anticipated revenues.
- Policy CF 3.2 Provide needed public facilities in a manner which protects investments in existing facilities, and maximizes the use of existing facilities.
- Policy CF 3.3 Ensure that new growth and future development pay a proportionate fair share of the cost of capital facilities needed to serve such growth and development and to maintain adopted level of service standards. The developer will not be charged for existing deficiencies.
- Policy CF 3.4: If adequate facilities are unavailable and public funds are not committed to provide such facilities, developers must provide the facilities at their own expense in order to develop.
- Policy CF 3.5: Make financing decisions for capital improvements in accordance with sound fiscal policy.
- Policy CF 3.6 Reassess the Comprehensive Plan’s Land Use Element if the City determines that adequate funding will not be available for public facility capital improvements.
- Policy CF 3.7: Consider long term borrowing as an appropriate method of financing large facilities that benefit more than one generation of users.
- Policy CF 3.8: Use special assessment, revenue and other self-supporting bonds instead of tax supported general obligation bonds, where possible.

APPENDIX A

ESSENTIAL PUBLIC FACILITIES SITING PROCESS

Background

The Washington State Growth Management Act (GMA) requires local governments to develop a process for identifying and siting “essential public facilities.” This process is required to be incorporated into the City’s comprehensive plan and must be consistent with GMA and the Snohomish County county-wide planning policies.

Essential public facilities include facilities of a state-wide or county-wide nature, such as airports, state education facilities, state or regional transportation facilities, state and local correctional facilities, solid waste handling facilities and in-patient facilities including substance abuse facilities, mental health facilities, and group homes (excluding those facilities covered by the Washington Housing Policy Act). Snohomish County characterizes an essential public facility as follows: 1) “It is a necessary component of a

system or network which provides a public service or good; and 2) it may be difficult to site because of potential significant opposition.”

The Growth Management Act states that “no local comprehensive plan or development regulations may preclude the siting of essential public facilities.” The GMA does, however, allow cities to have input into the siting process. The review process and essential public facility designation are discussed in more detail below.

Essential Public Facility Designation

A facility may be designated as an essential public facility under the following conditions:

1. The Snohomish County Steering Committee or the Brier City Council determines that the proposed facility meets the definition of an essential public facility;
2. The facility appears on the State Office of Financial Management (OFM), county, or Brier’s list of essential public facilities; and
3. Either the City of Brier or the sponsoring agency determines that the facility will be difficult to site.

At this time, the City of Brier has one essential public facility located within its city limits: the Seattle City Light electrical transmission lines.

Site Review Process

The City Council or an ad-hoc review committee established by the City Council will review the request to site an essential public facility in Brier. The following review process shall be followed:

1. Determination of Eligibility. The project applicant must receive a determination of eligibility from the City that the proposed facility is an essential public facility.
2. Local Land Use Review. The City will conduct its review of the proposed essential public facility using both the site evaluation criteria listed below and other local regulations.
3. Permit Application. Upon receipt of the required land use approvals by the City, the applicant may then apply for construction permits.

Site Evaluation Criteria

The following criteria will be used in the City of Brier’s evaluation of the appropriate siting of an essential public facility. The applicant shall provide information needed for the City’s evaluation in order for the City to make a recommendation or decision on a proposal.

1. Documentation of Need. The applicant(s) must demonstrate the need for the proposed essential public facility. The analysis of need shall include the

- projected service population, an inventory of existing and planned comparable facilities, and projected demand for this type of essential public facility.
2. Consistency with Applicant's Plans. The proposed project shall be consistent with the applicant's own long-range plans for facilities and operations.
 3. Consistency with Other Plans. The proposal must be consistent with the City's Comprehensive Plan and other adopted plans, Snohomish County General Policy Plan, and the State Growth Management Act.
 4. Relationship of Service Area to Population. The facility's service area population shall include a significant share of the City's population, and the proposed site should be able to reasonably serve its overall service area population. [Note: electrical transmission facilities are exempt from this criterion.]
 5. Minimum Site Requirements. The applicant(s) must submit documentation showing the minimum siting requirements and future expansion needs for the proposed facility. Site requirements may be determined by the following factors: minimum size of the facility, access, support facilities (such as availability of necessary utilities and services), topography, geology, and mitigation needs.
 6. Alternative Site Selection. The applicant(s) shall search for and investigate alternative sites before submitting a proposal for siting review. An analysis of alternative sites considered for the proposed facility, including a description of the methodology used for the site selection, must be submitted to the City.
 7. Concentration of Essential Public Facilities. The City will examine the overall concentration of essential public facilities within Snohomish County to avoid placing an undue burden on any one community.
 8. Public Notice and Participation. The applicant shall be required to give notice 90 days prior to the submittal of the permit application to the City through a letter sent through certified mail to the City Clerk, display ads in the Enterprise newspaper, and a sign on the property. These notices shall clearly state the name, general type, nature, and size of the proposed facility, and the name, address, and telephone number of the proposing entity. Local public participation is encouraged, especially for prospective neighbors, to inform them about the project and to engage in site planning and mitigation design prior to the initiation of formal hearings. The applicant's efforts in this regard will be evaluated.
 9. Consistency with Local Land Use Regulations. The proposed facility must conform to City land use and zoning regulations, and other applicable City regulations.
 10. Compatibility with Surrounding Land Uses. The applicant(s) must demonstrate that the proposed facility, as developed on a particular site, will be compatible with adjacent and nearby land uses.

11. Proposed Impact Mitigation. The proposal must include adequate and appropriate mitigation measures for the impacted areas and communities. Mitigation measures may include, but are not limited to, natural features that will be preserved or created to serve as buffers, other site design elements used in the development plan, and/or operational or other programmatic measures contained in the proposal. The proposed measures shall be adequate to substantially reduce and compensate for anticipated adverse impacts on the local environment and the City of Brier, overall. The applicant(s) shall be required to mitigate significant adverse impacts as the City may deem appropriate and reasonable.

12. Financial and Infrastructure Impacts. The City shall determine if the proposal results in any disproportionate financial burden falling on Brier resulting from a facility of state-wide or county-wide nature locating within Brier. In such a case, an interjurisdictional agreement shall be sought to mitigate or avoid this expense.