



Town of Twisp 2020 Budget

DECEMBER 10th, 2019

*Town of Twisp Gateway
Project made possible with
Complete Streets Grant*

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Section 1

Introduction

Mayor's 2020 Budget Message

It is with great honor and privilege that I submit the 2020 Budget. I would like to express my respect and gratitude of our town's Department Heads, Chief Paul Budrow, Public Works Director Andrew Denham, and Clerk / Treasurer Randy Kilmer whose hard work and dedication to shape the priorities for the upcoming year has resulted in a very considerate and intentional budget to reflect the priorities and values of our community.

I would also like to commend the hard work and tireless hours of our Finance Committee, Councilmember Hans Smith and Councilmember Mark Easton, as they diligently questioned and reviewed multiple iterations of the budget leading to the final polished document. Their particular attention to detail has made the budget process a very thoughtful and thorough attempt to incorporate best practices while establishing priorities for the upcoming year.

The proposed budget is established based on projected revenues for the year 2020, consistent with economic forecasts for the nation, Washington State, and knowledge of local developments.

Expenditure projections are made based on anticipated costs as associated with general operations and maintenance, and new projects and priorities for the upcoming year.

The 2020 General Fund Budget is balanced at \$1,063,723.16 in revenues and expenditures.

The Street Fund is balanced at \$173,690.96 which includes Transportation Benefit District (TBD) revenues and expenditures.

The Water Fund is balanced at \$661,885 with a 7.8% increase; and the Water Fund Reserve at \$356,465.76. The Sewer Fund is balanced at \$530,763 with an 1.5% increase; and the Sewer Fund Reserve at \$256,246.07.

Revenue Assumptions:

The general financial projection for 2020 is predicted to be stable. The Town's revenues continue to hold steady. According to MRSC's 2020 Budget Suggestions, "Rising interest rates, the fading effect of tax policy changes, and normal market cycles are all adding up to suggest this economy may have peaked...(although) national forecasts continue to show growth – though at a smaller pace – into future years."

The most recent Washington State Economic and Forecast Council report is consistent with the expectation of "a slowing, but still growing economy", which MRSC is quick to note may be more of a **contraction period** in which economic growth may be slowing but not negative. Indicators include "erratic stock markets in response to **economic headwinds** like national trade disputes, geopolitical issues, and increasing interest rates". Locally, it is more likely that any economic effects will be a delayed response to changes as experienced in the Seattle / Puget Sound markets.

Twisp's revenue assumptions for 2020 include moderate increases to the Town's two largest revenues: sales tax (5%) and property tax (3%). It is expected that new businesses established in recent years will

successfully grow – thereby further contributing to retail sales tax revenues. It is also expected that property tax revenues will show signs of moderate growth in the new year as new property construction and purchases will mean an increase in the number of homes within town, especially in response to the increasing demand for housing availability and affordability.

Expenditure Assumptions:

The FY2020 general fund budget includes some notable inclusions as associated with established priorities, projects, and changes in the rising cost of insurance for the upcoming year.

As always, the budget works in tandem with the planned priorities as established together by the Mayor and Council. One such priority for 2020 is the planned construction of the new Civic Building / EOC. The associated cost of \$32,000 for temporary re-location during construction is reflected in all the town's 3 main funds – general, water, and sewer.

Another priority is the need to bring staff salaries in line with competitive standards that have been changing over the past several years, especially in light of changing industry shortages for trained and qualified staff as more workers across the state and nation enter retirement. Another contributing factor for the need of a comprehensive review of staff salaries this past year is due to the new minimum wage laws that go fully into effect January 2020. In preparation, particularly entry level clerical staff wages required attention. To ensure the Town remain competitive with other municipalities and agencies, and honor the good work of our current staff, this budget includes salary adjustments, along with annual performance increases. To ensure continued fair compensation and process, it is also my intention that a new mayoral Ad Hoc Committee be formed in 2020 to assist with the review and development of policy and procedures regarding employee compensation.

The FY2020 budget includes a line item of \$23,000 for an audit review by the State Auditor's Office. The Town is typically audited every 2 years and we are due in the upcoming year. However, unlike previous years, we have been informed that we have also reached the threshold of \$2M in budget to warrant an additional financial audit, thereby contributing to an increased cost to the town for 2020 and into the future.

Also included in the budget is the 13% cost increase of insurance in 2020. Altogether, the above comprise of the most notable changes to the FY2020 budget expenditures from previous years.

As always, the protection and growth of our taxpayer's assets remains a priority for this Administration. As a Town, we strive to deliver the highest level of service possible with the available resources at hand. As such, ensuring our staff are properly paid, and provided a safe and efficient facility to work in are goals for the coming year.

Departmental Summaries

General Administration / Clerk's Office:

The Clerk's Office comprises of two full-time staff – a Clerk/Treasurer (C/T) and a Deputy Clerk, and a part-time Administrative Assistant. The FY2020 Budget comprises of the change to the duties of the Deputy Clerk to include Office Manager (DC/OM). This change slightly changes the Organizational Chart to reflect that both positions will report directly to the Mayor – the C/T as head of Finance and associated liabilities while the Deputy Clerk/Office Manager (DC/OM) as head of Clerical matters. This will enable the C/T to more heavily concentrate on financial matters specifically, to include the growing demands associated with grant management, audits, accounts payable, payroll and other related duties of increasing need as the Town grows. The DC/OM position will concentrate on the daily clerical and office management duties, including the oversight of the Part-time Administrative Assistant, and management of the general functions of the department. Compensation for all positions within the department will reflect these changes, along with adjustments made to be within appropriate salary ranges. With changes in technology and the burdens associated with it, it is intended that these changes will serve to safeguard the Town from unnecessary exposure to risk, while increasing efficiencies.

Public Works:

The Public Works Department comprises of five full-time staff (Public Works Director, Administrative Assistant, and three Operators). As this department continues to focus on addressing overdue maintenance issues, improving and maintaining the town's infrastructure and machinery in good condition and working order, its needs as a department may in time adapt as necessary. The current budget reflects an increase to those salaries requiring an adjustment to meet regional standards.

The 2020 year, will comprise of several large projects, including the much-anticipated demolition and construction of the new Civic Building / EOC; Sports Complex project; North-end improvements; and Canyon Street / SR20 Crossing Project.

Street maintenance and repairs will continue throughout 2020, as part of ongoing public works duties. As always, emphasis will be placed on matters of efficiency and cost-effectiveness with a focus on leveraging funds to maximize value, where possible. Partnership with other agencies, organizations, and citizens is always welcome.

Police:

The Police Department continues to be a vitally integral part of our community. Though the health and public safety of the community remains a primary goal of the department, equally important is citizens' impressions of policing. To ensure community policing is effective, the department will be discussing and developing new strategies to promote engagement and positive police relations. Additionally, Chief Budrow, as the Chair of the Methow Valley Public Safety Committee this past year, has worked with other emergency response agencies to ensure a strong plan of action during times of emergency.

As the national shortage of good and qualified law enforcement continues to grow, small communities must remain competitive, not only with fair compensation, but with the facility and resources necessary to promote a safe and healthy work environment for our officers. The Twisp Civic Building / EOC, when completed, will be such an asset to the department as will the salary adjustments for all police staff.

Fire:

The Town continues to contract with Okanogan County District 6 for fire protection. The 2019 budget reflects the new contracted amount of \$53,700 (up from \$51,700 in 2019). As always, additional costs for a public safety secretary, insurance and liability for related facility and equipment expenses contribute to the overall fund amount totaling \$70,705.47 for FY2020. Ongoing debt service payments are not included with this calculation.

Planning / Building

The Planning and Building Departments comprise of part-time contracted work with Highlands Associates, Kurt Danison for planning services and with Okanogan County for the building inspector services of Dan Higbee. The total budgeted amount for the Planning department in FY2019 is \$22,000. The total budgeted amount for the Building Department in FY2020 is \$24,365.33 with a slight increase from 2019 due to Clerk's office staff wage increases. There is no anticipated change expected to either the planning or building contracts for 2020.

Airport:

As in previous years, the Twisp Municipal Airport FY2020 budget reflects a 3% increase, as allowable under the current Airport Lease contract until such time as a new lease agreement is adopted. As a note, it has been acknowledged in several past budgets that the general maintenance of the airport costs more to operate than its revenues currently generate. As such, I commend the conversations between the Airport Lessees (via the Twisp Airport Advisory Board) and the Town this past year in their commitment to work together toward a viable solution in protection of this asset. I would like to particularly thank Council Member Smith for his tireless effort on this issue and members of the TAAB. A new lease agreement is anticipated to be forthcoming in the near future which will likely require a budget amendment in the new year.

Once again, it is my honor to serve this wonderful community! Thank you for the opportunity to present the FY2020 balanced budget for all funds!

Soo Ing-Moody, Mayor

ORDINANCE #754

AN ORDINANCE ADOPTING THE BUDGET OF THE TOWN OF TWISP, WASHINGTON FOR FISCAL YEAR ENDING DECEMBER 31, 2020

WHEREAS, the Town of Twisp, Washington completed and placed on file with the Town Clerk a proposed budget and estimate of the amount of moneys required to meet the public expenses, bond retirement and interest, reserve funds, and expenses of government of the Town for the fiscal year ending December 31, 2020; and

WHEREAS, a notice was published that the Town Council would meet on November 26th, 2019 at 5:30 p.m., in the council chambers of town hall for the purpose of making and adopting a budget for said fiscal year and giving taxpayers within the limits of the Town an opportunity to be heard in a public hearing upon said budget; and

WHEREAS, the Town of Twisp did hold a public hearing at that time and place and did then consider the matter of the proposed budget for fiscal year 2020; and

WHEREAS, the proposed budget does not exceed the lawful limit of taxation allowed by law to be levied on the property within the Town for the purposes set forth in the budget, and the estimated expenditures set forth in the budget being all necessary to carry on the government of the Town for the fiscal year 2020 and being sufficient to meet the various needs of the Town during that period.

NOW THEREFORE, be it ordained by the Town Council of the Town of Twisp, as follows:

SECTION 1. The budget for the Town of Twisp, Washington for the year 2020 is hereby adopted at the fund level in its final form and content as set forth in the comprehensive budget document, Town of Twisp 2020 Budget, copies of which are on file in the Office of the Town Clerk.

SECTION 2. Estimated resources for each separate fund of the Town of Twisp, and aggregate expenditures for all such funds for the year 2020 are set forth in summary form below, and are hereby appropriated for expenditure at the fund level during the year 2020 as set forth in the Town of Twisp 2020 Budget.

2020 Budget			
Fund #	Fund	Revenues	Expenditures
001	General Fund	\$ 1,063,723.16	\$ 1,063,723.16
002	TIB - Lincoln/Methow Vicinity	\$ -	\$ -
003	TIB Chip Seal Project	\$ -	\$ -
005	WSDOT Aviation Grant	\$ -	\$ -
006	Complete Streets	\$ -	\$ -
007	Canyon Street Project	\$ -	\$ -
008	Canyon Street Bus Stop	\$ 434,945.21	\$ 434,945.21
009	Sports Complex	\$ 441,389.46	\$ 441,389.46
101	Streets	\$ 173,690.96	\$ 173,690.96
103	Tourism	\$ 78,306.59	\$ 78,306.59
224	USDA G/F Debt	\$ 14,108.41	\$ 14,108.41
309	Civic Building	\$ 3,208,953.84	\$ 3,208,953.84
310	REET	\$ 133,336.72	\$ 133,336.72
400	Water/Sewer Debt Service	\$ 83,912.00	\$ 83,912.00
401	Water	\$ 661,885.00	\$ 661,885.00
402	USDA Reserve Fund	\$ 214,252.00	\$ 214,252.00
403	USDA Waterline Improvements	\$ -	\$ -
404	Sewer	\$ 530,763.00	\$ 530,763.00
411	Water Fund Reserve	\$ 356,465.76	\$ 356,465.76
412	Sewer Fund Reserve	\$ 256,246.07	\$ 256,246.07
630	Wagner Pool - Trust	\$ 30,302.06	\$ 30,302.06
	Totals	\$ 7,682,280.24	\$ 7,682,280.24

SECTION 3. The Town Clerk is directed to transmit a certified copy of the budget hereby adopted to the State Auditors's Office and to the Association of Washington Cities.

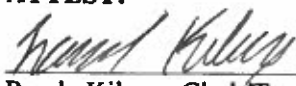
SECTION 4. This ordinance shall be in full force and take effect after its passage by Council, approval by the Mayor, and publication as required by law.

PASSED BY THE TOWN COUNCIL OF THE TOWN OF TWISP, AT A REGULAR MEETING THEREOF, on the 10TH day of December 2019.

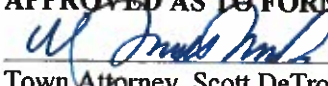
APPROVED:

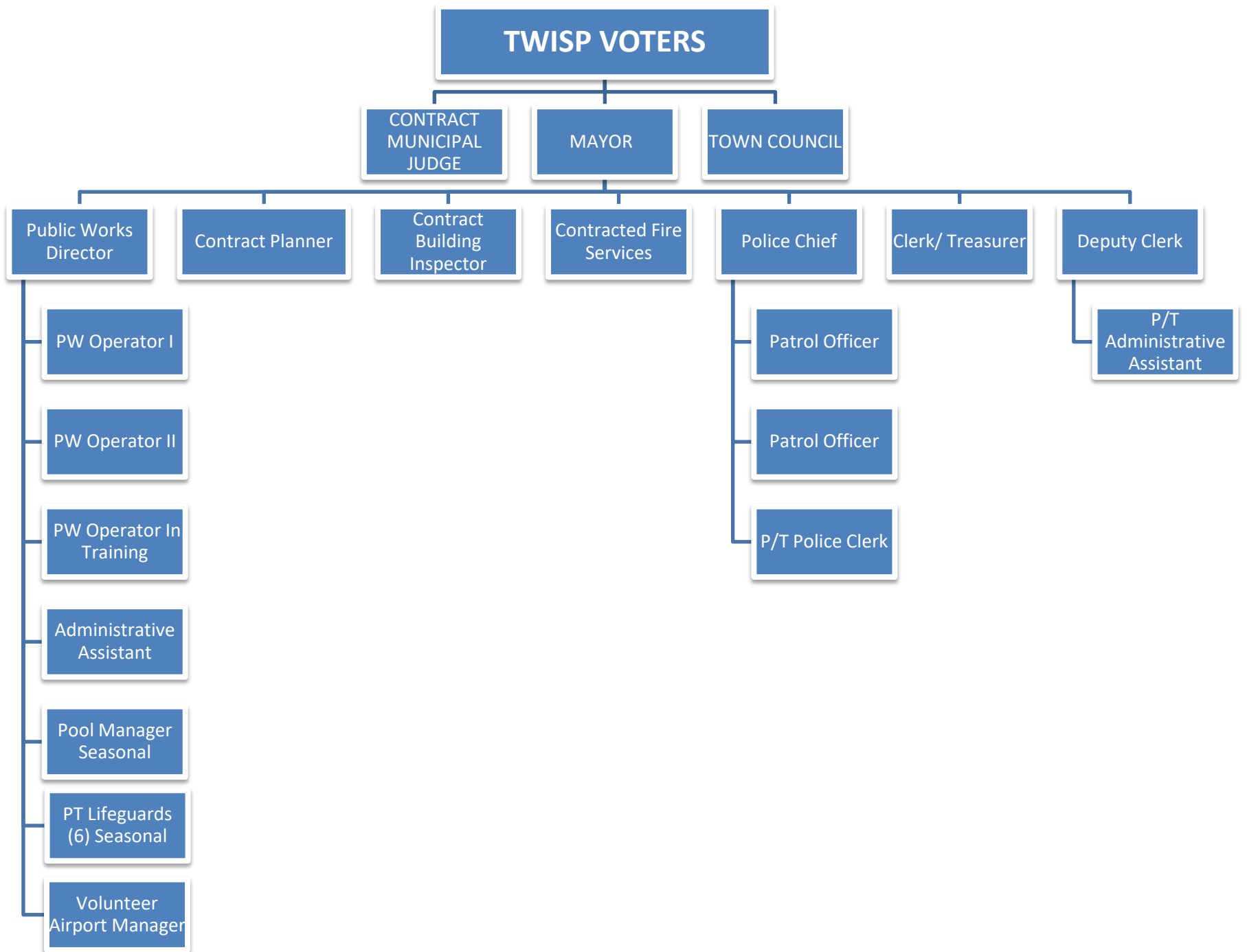

Soo Ing-Moody, Mayor

ATTEST:


Randy Kilmer, Clerk/Treasurer

APPROVED AS TO FORM:

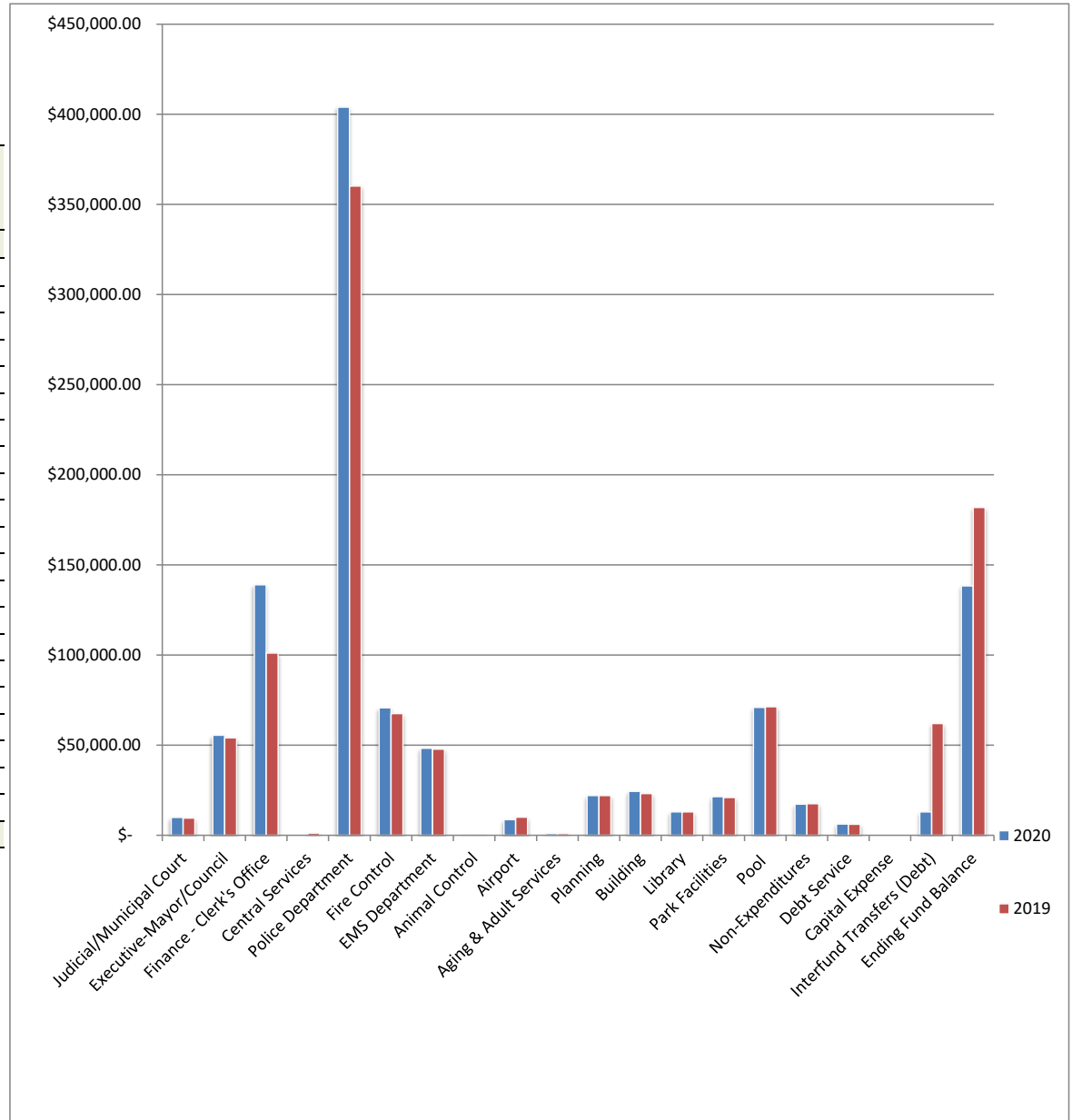

Town Attorney, Scott DeTro



Section 2
General Fund
By
Department,
Streets,
Water, and Sewer
Funds

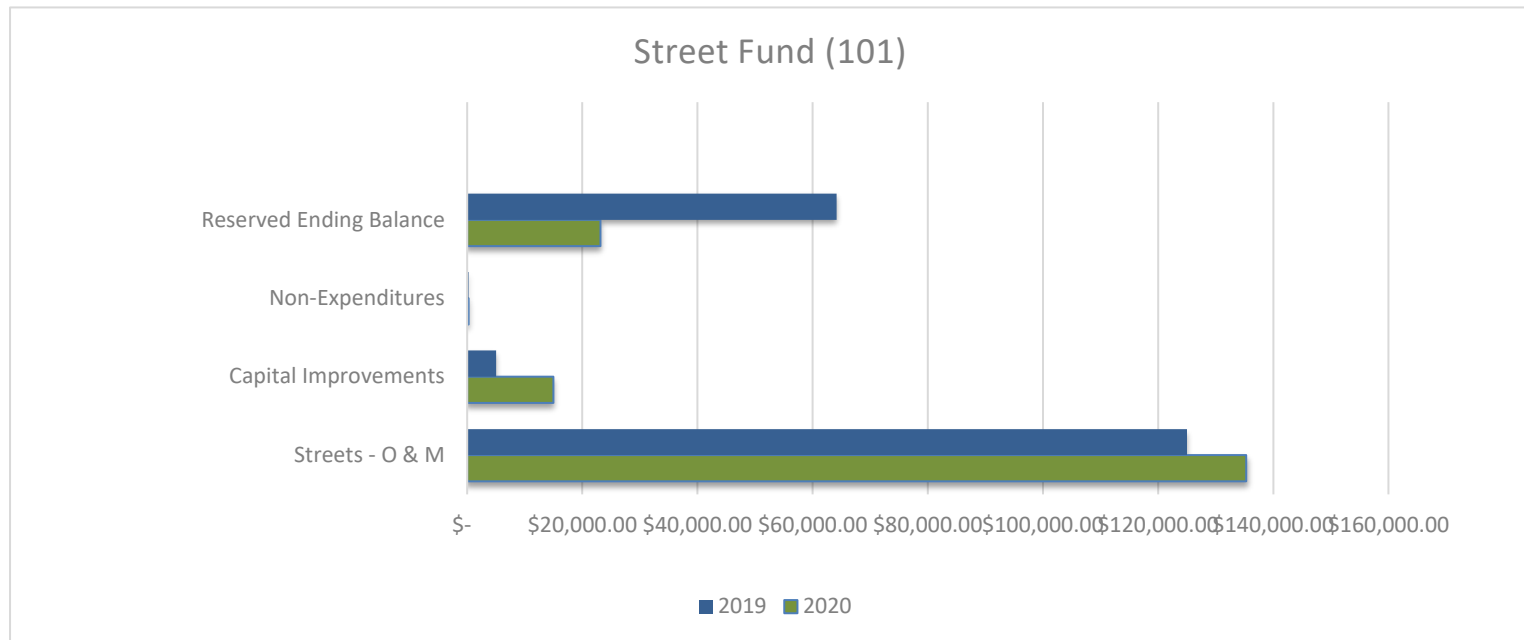
Town of Twisp - 2020 Final Budget
Comparison of Budget Expenditures 2019 to 2020

FUND	2020 Proposed Budgeted Expenditures	2019 Budgeted Expenditures	Difference
GENERAL FUND			
Judicial/Municipal Court	\$ 9,899.49	\$ 9,568.00	\$ 331.49
Executive-Mayor/Council	\$ 55,487.00	\$ 54,087.00	\$ 1,400.00
Finance - Clerk's Office	\$ 138,941.12	\$ 101,111.00	\$ 37,830.12
Central Services	\$ -	\$ 1,240.00	\$ (1,240.00)
Police Department	\$ 404,011.77	\$ 360,262.00	\$ 43,749.77
Fire Control	\$ 70,705.47	\$ 67,548.35	\$ 3,157.12
EMS Department	\$ 48,266.00	\$ 47,788.00	\$ 478.00
Animal Control	\$ 100.00	\$ 100.00	\$ -
Airport	\$ 8,680.71	\$ 10,082.50	\$ (1,401.79)
Aging & Adult Services	\$ 1,000.00	\$ 1,000.00	\$ -
Planning	\$ 22,000.00	\$ 22,000.00	\$ -
Building	\$ 24,365.33	\$ 23,207.00	\$ 1,158.33
Library	\$ 13,000.00	\$ 13,000.00	\$ -
Park Facilities	\$ 21,457.42	\$ 20,895.00	\$ 562.42
Pool	\$ 70,958.92	\$ 71,275.00	\$ (316.08)
Non-Expenditures	\$ 17,235.00	\$ 17,535.00	\$ (300.00)
Debt Service	\$ 6,297.37	\$ 6,143.00	\$ 154.37
Capital Expense	\$ -	\$ -	\$ -
Interfund Transfers (Debt)	\$ 12,936.00	\$ 62,032.50	\$ (49,096.50)
Ending Fund Balance	\$ 138,381.56	\$ 181,935.00	\$ (43,553.44)
TOTAL CURRENT EXPENSE	\$ 1,063,723.16	\$ 1,070,809.35	\$ (7,086.19)



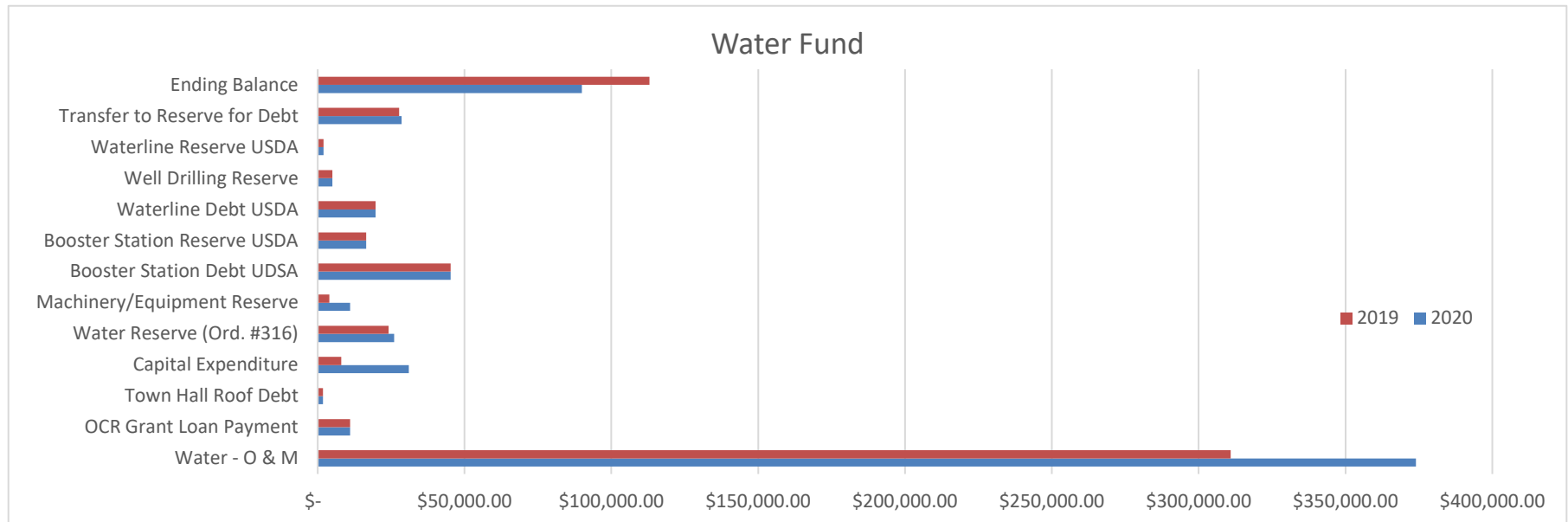
**Town of Twisp - 2020 Final Budget/Comparison of
Budget Expenditures 2019 - 2020**

<u>RESERVES/ GRANTS:</u> The increase in Capital Improvements is due to the use of TBD Funds in Street Construction Projects	FUND	2020 Proposed Budgeted Expenditures	2019 Budgeted Expenditures	Difference	<u>DEBT:</u> There is no Street Fund Debt in 2020
	STREETS				
	Streets - O & M	\$ 135,313.28	\$ 125,008.00	\$ 10,305.01	
	Capital Improvements	\$ 15,000.00	\$ 5,000.00	\$ 10,000.00	
	Non-Expenditures	\$ 232.00	\$ 232.00	\$ -	
	Reserved Ending Balance	\$ 23,145.68	\$ 64,162.00	\$ (41,016.32)	
	Totals	\$ 173,690.96	\$ 194,402.00	\$ (20,711.31)	



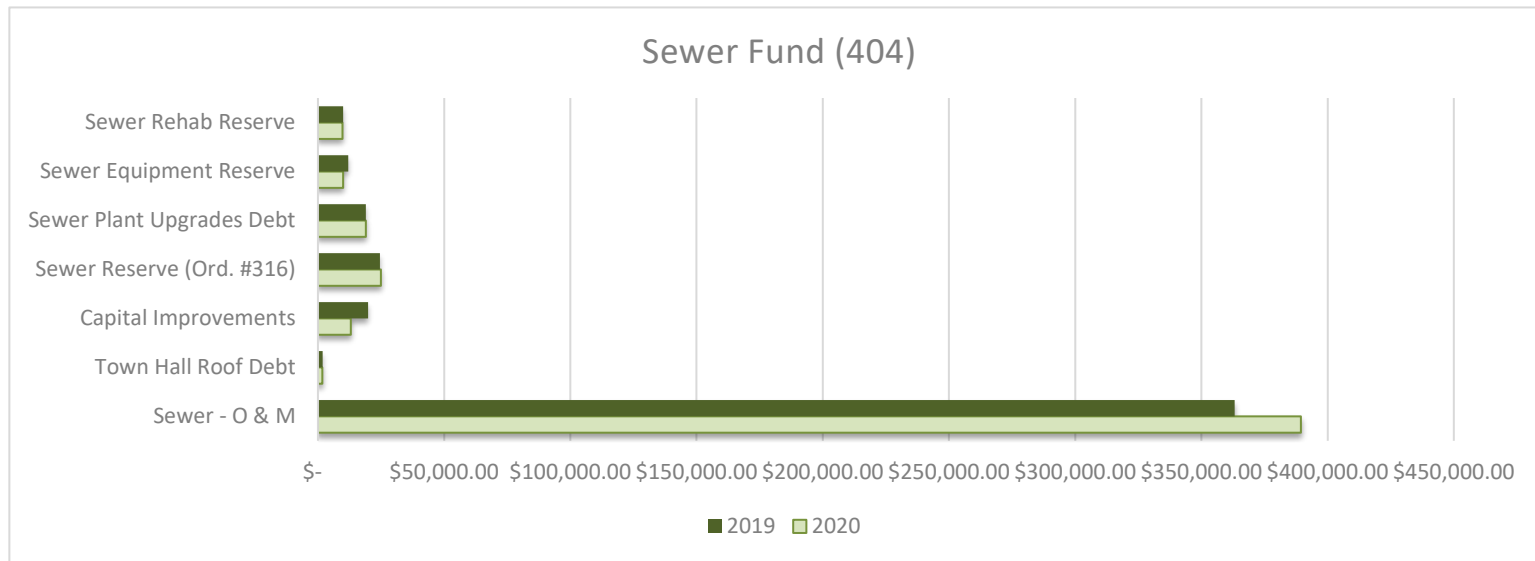
Town of Twisp - 2020 Final Budget/Comparison of Budget Expenditures 2019
- 2020

DEBT: Booster Station \$45,304 Annual Debt SR20 Waterlines \$19,678 Annual Debt Town Hall Roof \$1,826 (1/4 of Annual Debt) Transfer to Reserve for future Annual Debt Service for USDA Waterline Projects - Phases 1 - 3	FUND	2020 Proposed Budgeted Expenditures	2019 Budgeted Expenditures	Difference	RESERVES: *Ordinance #316 Reserve (5.33% of Water Sales) *Equipment Reserve *Booster Station Reserve (Required USDA Reserve) *Well Drilling Reserve *SR20 Annual Payment Reserve (Required by USDA)
	WATER				
	Water - O & M	\$ 374,015.00	\$ 310,935.31	\$ 63,079.69	
	OCR Grant Loan Payment	\$ 11,040.00	\$ 11,040.00	\$ -	
	Town Hall Roof Debt	\$ 1,800.00	\$ 1,826.00	\$ (26.00)	
	Capital Expenditure	\$ 31,000.00	\$ 8,000.00	\$ 23,000.00	
	Water Reserve (Ord. #316)	\$ 26,000.00	\$ 24,157.00	\$ 1,843.00	
	Machinery/Equipment Reserve	\$ 11,000.00	\$ 4,000.00	\$ 7,000.00	
	Booster Station Debt USDA	\$ 45,304.00	\$ 45,304.00	\$ -	
	Booster Station Reserve USDA	\$ 16,530.00	\$ 16,530.00	\$ -	
	Waterline Debt USDA	\$ 19,678.00	\$ 19,678.00	\$ -	
	Well Drilling Reserve	\$ 5,000.00	\$ 5,000.00	\$ -	
	Waterline Reserve USDA	\$ 1,968.00	\$ 1,968.00	\$ -	
	Transfer to Reserve for Debt	\$ 28,550.00	\$ 27,697.00	\$ 853.00	
	Ending Balance	\$ 90,000.00	\$ 112,972.69	\$ (22,972.69)	
	Totals	\$ 661,885.00	\$ 589,108.00	\$ 72,777.00	



**Town of Twisp - 2020 Final Budget/Comparison of
Budget Expenditures 2019 - 2020**

	FUND	2020 Proposed	2019 Budgeted	Difference
		Budgeted Expenditures	Expenditures	
DEBT: *Town Hall Roof \$1,826 (1/4 of Annual Debt) *Sewer Plant Upgrades (Old Debt) \$18,930	SEWER			
	Sewer - O & M	\$ 389,430.25	\$ 363,185.96	\$ 26,244.29
	Town Hall Roof Debt	\$ 1,800.00	\$ 1,825.00	\$ (25.00)
	Capital Improvements	\$ 13,000.00	\$ 19,850.00	\$ (6,850.00)
	Sewer Reserve (Ord. #316)	\$ 24,945.00	\$ 24,560.00	\$ 385.00
	Sewer Plant Upgrades Debt	\$ 18,930.00	\$ 18,930.00	\$ -
	Sewer Equipment Reserve	\$ 10,000.00	\$ 12,000.00	\$ (2,000.00)
	Sewer Rehab Reserve	\$ 9,762.65	\$ 10,000.00	\$ (237.35)
	Ending Balance	\$ 62,895.10	\$ 47,099.04	\$ 15,796.06
	Totals	\$ 530,763.00	\$ 497,450.00	\$ 33,313.00
RESERVES: *Ordinance #316 Reserve (5.33% of Sewer Sales) *Equipment Reserve *Sewer Rehab Reserve				



Section 3

Employee

Salary Schedule

&

Benefits

TOWN OF TWISP SALARY SCHEDULE - 2020

Revised: 12/10/19 - Resolution #19-649			
Department/Position	FTE Authorized	Minimum	Maximum
Administrative Department			
Clerk/Treasurer	1.00	\$ 22.25	\$ 28.00
Deputy Clerk/Office Manager	1.00	\$ 19.00	\$ 24.00
P/T Administrative Assistant	0.49	\$ 13.50	\$ 18.00
Police Department			
Chief	1.00	\$ 32.00	\$ 45.00
Officer 1	1.00	\$ 23.00	\$ 33.00
Officer 2	1.00	\$ 23.00	\$ 33.00
Police Clerk/Fire Clerk	0.80	\$ 13.50	\$ 18.00
Police Temps		\$ 18.00	\$ 25.00
Municipal Judge	Set Rate	\$ 475.00	Per Month
Pool/Recreation Department			
Pool Manager/Lesson Coordinator	P/T	\$ 13.50	\$ 18.30
Lifeguards (5 - 7 employees)	P/T	\$ 13.50	\$ 14.50
Public Works			
Public Works Superintendent	1.00	\$ 32.00	\$ 40.00
WWTP Operator II	1.00	\$ 17.00	\$ 27.00
WWTP Operator I	1.00	\$ 16.00	\$ 26.00
Public Works Clerical/Maintenance Assistant	1.00	\$ 15.00	\$ 21.00
PW - Operator In Training	1.00	\$ 15.00	\$ 23.00
	2020 EMPLOYEE BENEFITS		
Town Paid Benefits/Full-time	Town Paid Benefits/Part-time		
Medical 100%	Medical 80%		
Dental 100%	Dental 80%		
Vision 100%	Vision 80%		
Basic Life 100%	Basic Life 80%		
Town Cost per Full-time Employee	Town Cost per Part-time Employee		
\$780.32/month	\$624.26/month		
Revised: 12/10/19 - Resolution #19-649			

Section 4

Capital Facilities Plan

CAPITAL FACILITIES PLAN WATER SYSTEM 2020

Town of Twisp Resolution #19-649

Project	Estimated Cost	2020	2021	2022	2023	2024	2025	2026-2039	Proposed Funding Source	Priority Ranking
Replace water meters with radio read	\$20,000/yr	X	X	X	X	X	X	X	Local	1
Decommission Well #1	\$20,000	X							Local	2
Upsize water main on SR20 from Twisp R bridge to N Town limits and Burgar St.	\$1,131,000	X							USDA RD	3
Rehabilitate Well #2	\$26,000		X						Local	4
Well #2 pump and VFD upgrade	\$105,000		X						DWSRF	5
Upsize water main on W. Twisp Ave to Borchard Ln	\$750,000		X						USDA RD	6
Drill new well at No. 4 site	\$85,000		X						Local	7
Telemetry upgrade	\$170,000			X					DWSRF	8
Water system plan update	\$24,000			X					CDBG	9
Water main extension from SR20 to Cascade Loop	\$500,000				X				USDA RD	10
Repair Support and Paint River Crossing Water Main	\$140,000					X			Local	11
Water main extension from Cascade Loop to Airport	\$1,000,000						X		USDA RD	12

CAPITAL FACILITIES PLAN WATER SYSTEM 2020

Town of Twisp Resolution #19-649

Project	Estimated Cost	2020	2021	2022	2023	2024	2025	2026-2039	Proposed Funding Source	Priority Ranking
Upsize water main on Alder St	\$230,000							X	USDA RD	13
8" Loop – Riverside Avenue	\$410,000							X	USDA RD	14
8" Loop West 2 nd Ave & Borchard Lane	\$660,000							X	USDA RD	15
8" Loop – Twisp/Carlton Rd.	\$140,000							X	USDA RD	16
Lookout Point Booster Station Upsize	\$8,000							X	Capital Reserve	17
Lookout Point Pressure Zone Water Main	\$510,000							X	USDA RD	18

CAPITAL FACILITIES PLAN TRANSPORTATION 2020

Town of Twisp Resolution #19-649

Project	Estimated Cost	2020	2021	2022	2023	2024	2025	2026-3039	Proposed Funding Source	Priority Ranking
*SR20 Canyon St Intersection and Transit Stop	\$475,000	X							STBG/OCTA	1
*SR20 Curb/sidewalk/bike path-Twisp R bridge to N C/L. 2025' (.39mi).	\$1,340,484		X						WSDOT PBP	2
Ewell St. from Riverside to WWTP-475' (.09mi). 2 coat chip seal. PCR-unrated/gravel	\$14,000	X							TBD	3
Burgar St. from Hagerman to Days In- 317' (.06mi). Full depth grind, double chip seal and fog seal. PCR 63	\$9,891	X							TIB/TBD	3
Burgar St. from Ainsworth to Peters 1162' (.22mi). Full depth grind, double chip seal and fog seal. PCR-50	\$36,256	X							TIB/TBD	3

TAP=Transportation Alternative Program TIP=Transportation Improvement Program TIB=Transportation Improvement Board

RCO= Recreation and Conservation Office STBG=Surface Transportation Block Grant PBP=Pedestrian Bicycle Program

***Funded**

****Funding Application Submitted**

CAPITAL FACILITIES PLAN TRANSPORTATION 2020

Town of Twisp Resolution #19-649

Project	Estimated Cost	2020	2021	2022	2023	2024	2025	2026-3039	Proposed Funding Source	Priority Ranking
Burgar St. from Peters to Hagerman-422' (.08mi). Full depth grind, double chip seal and fog seal. PCR-50	\$13,167	X							TIB/TBD	3
Ainsworth St. from Burgar to SR20- 422' (.08mi). Full depth grind, double chip seal and fog seal. PCR-50	\$13,167	X							TIB/TBD	3
Hagerman St. from Burgar to SR20- 317' (.06mi). Full depth grind, double chip seal and fog seal. PCR-50	\$9,891	X							TIB/TBD	3
Days Ln. from Burgar to SR20- 158' (.03mi). Full depth grind, double chip seal and fog seal. PCR-36	\$4,930	X							TIB/TBD	3
Marble St chip seal SR 20 to S. end. Full depth grind, double chip seal and fog seal. PCR-36	\$20,000	X							TIB/TBD	3
Twisp Ave from Magers to Borchard Ln.-1320' (.25mi). Overlay. PCR-41	\$357,000		X						TIB/TBD	4

TAP=Transportation Alternative Program TIP=Transportation Improvement Program TIB=Transportation Improvement Board

RCO= Recreation and Conservation Office STBG=Surface Transportation Block Grant PBP=Pedestrian Bicycle Program

***Funded**

****Funding Application Submitted**

CAPITAL FACILITIES PLAN TRANSPORTATION 2020

Town of Twisp Resolution #19-649

Project	Estimated Cost	2020	2021	2022	2023	2024	2025	2026-3039	Proposed Funding Source	Priority Ranking
Magers St Overlay 2 nd to Twisp Ave pre level and repair as necessary and HMA overlay. PCR-36	\$92,000		X						TIB/TBD	4
Borchard Ln. from Twisp Ave to south end-.341' (.06mi). Overlay. PCR-unrated.	\$92,000		X						TIB/TBD	4
Cascade Dr from Airport Rd to Airport Rd- 1320' (.25mi). Overlay. PCR-59	\$375,000			X					TIB/TBD	5
May St. from Marie to 2 nd - 1954' (.37mi). Overlay. PCR-45	\$528,000				X				TIB	8
May St. from Harrison to Marie- 317' (.06mi). Overlay. PCR-64	\$86,000				X				TIB	9
Marie St. from June to May- 211' (.04mi). Grind/2 coat chip seal. PCR-48	\$7,100				X				TIB	9
Harrison St. from June to May- 264' (.05mi). Grind/2 coat chip seal. PCR-46	\$8,800				X				TIB	9

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***Funded**

****Funding Application Submitted**

CAPITAL FACILITIES PLAN TRANSPORTATION 2020

Town of Twisp Resolution #19-649

Project	Estimated Cost	2020	2021	2022	2023	2024	2025	2026-3039	Proposed Funding Source	Priority Ranking
Harrison St. from Bigelow to May- 422' (.08mi). Grind/2 coat chip seal. PCR-52	\$14,000				X				TIB	9
June St. from Harrison to Marie-264' (.05mi). Grind/2 coat chip seal. PCR-64	\$8,800				X				TIB	9
June St. from Moody to Harrison-317' (.06mi). Grind/2 coat chip seal. PCR-56	\$10,600				X				TIB	9
Bigelow St. from Harrison to N end- 950' (.18mi). Grind/2 coat chip seal. PCR-39	\$31,800				X				TIB/TBD	6
SR20/Glover St intersection improvement engineering and design	\$172,000				X				STBG/Commerce	
SR20/Glover St intersection improvement construction	\$1,715,000					X			STBG/Commerce	
Pavement preservation Glover Street from SR20 to Twisp Ave, 2 nd Ave from Sr20 to W C/L. Crack seal, seal coat and stripe	\$27,000					X			TIB/TBD	9

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CAPITAL FACILITIES PLAN TRANSPORTATION 2020

Town of Twisp Resolution #19-649

Project	Estimated Cost	2020	2021	2022	2023	2024	2025	2026-3039	Proposed Funding Source	Priority Ranking
5th Ave from Glover to Lincoln-264' (.05mi). Overlay. PCR-63	\$65,000					X			TIB/TBD	10
5th Ave from Lincoln to Methow- 264' (.05mi). Overlay. PCR-56	\$65,000					X			TIB/TBD	10
5th Ave from Methow to Canyon-264' (.05mi). Overlay. PCR-56	\$65,000					X			TIB/TBD	10
5th Ave from Canyon to Alder- 317' (.06mi). Overlay. PCR-56	\$78,000					X			TIB/TBD	10
5th Ave from Alder to Bridge- 264' (.05mi). Overlay. PCR-72	\$65,000					X			TIB/TBD	10
Twisp Ave. from SR20 to Glover- 264' (.05mi). Overlay. PCR-59	\$129,000						X		TIB/TBD	11
Pave Twisp Ave parking lot	\$34,000						X		TBD	12
SR20 Curbing/sidewalk- Canyon to Glover and Glover to 5th. 850' (.16mi).	\$560,000						X		WSDOT PBP	13

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CAPITAL FACILITIES PLAN TRANSPORTATION 2020

Town of Twisp Resolution #19-649

Project	Estimated Cost	2020	2021	2022	2023	2024	2025	2026-3039	Proposed Funding Source	Priority Ranking
4 th St. from Lincoln to E end- 106' (.02mi). 2 coat chip seal. PCR- not rated/gravel	\$2,400						X		TBD	14
Methow St. from 6 th to N end- 211' (.04mi). 2 coat chip seal. PCR- not rated/gravel	\$5,300						X		TBD	14
6 th Ave from Methow to Canyon- 264' (.05mi). 2 coat chip seal. PCR- not rated/gravel	\$8,800						X		TBD	14
Alley from SR20 to Johnson- 313' (.06mi). 2 coat chip seal. PCR- not rated/gravel.	\$10,500						X		TBD	14
Johnson St. from 3rd to 2nd- 264' (.05mi). 2 coat chip seal. PCR- not rated/gravel.	\$8,800						X		TBD	14
Lookout Pl. from Lookout mountain rd to W end- 739' (.14mi). 2 coat chip seal. PCR-77	\$15,700							X	TIB/TBD	15
Lookout mountain rd. from 2 nd Ave to Lookout pl.- 845' (.16mi). Grind/2 coat chip seal. PCR-40	\$28,000							X	TIB/TBD	15

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CAPITAL FACILITIES PLAN TRANSPORTATION 2020

Town of Twisp Resolution #19-649

Project	Estimated Cost	2020	2021	2022	2023	2024	2025	2026-3039	Proposed Funding Source	Priority Ranking
Methow St. from 5 th to N end- 158' (.03mi). Grind/2 coat chip seal. PCR-34	\$5,300							X	TIB/TBD	16
Lincoln St. from 5 th to 4 th - 317' (.06mi). Overlay. PCR-59	\$78,000							X	TIB/TBD	17
Lincoln St. from 4 th to 3 rd - 317' (.06mi). Overlay. PCR-59	\$78,000							X	TIB/TBD	17
4 th Ave from Glover to Lincoln- 264' (.05mi). Overlay. PCR-56	\$65,000							X	TIB/TBD	17
3 rd Ave from Glover to Lincoln-264'. Overlay. PCR-44	\$65,000							X	TIB/TBD	17
Alder St. from 5 th to N end- 422' (.08mi). Grind/2 coat chip seal.	\$14,000							X	TIB/TBD	18
Alder St. from 5 th to SR20- 844' (.16mi). Grind/chip seal. PCR-60	\$28,000							X	TIB/TBD	18
Bridge St. from 5 th to N end- 528' (.10mi). Grind/2 coat chip seal. PCR-52	\$17,700							X	TIB/TBD	18

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***Funded**

****Funding Application Submitted**

CAPITAL FACILITIES PLAN TRANSPORTATION 2020

Town of Twisp Resolution #19-649

Project	Estimated Cost	2020	2021	2022	2023	2024	2025	2026-3039	Proposed Funding Source	Priority Ranking
Bridge St. from 5 th to S end-686' (.13mi). Grind/2 coat chip seal. PCR-52	\$23,000							X	TIB/TBD	18
Off street trails; East side of Methow River, South of bridge	\$400,000							X	Local/RCO	19
Twisp Airport access rd. from Airport rd to Airport- 1214' (.23mi). Grind/2 coat chip seal. PCR-50	\$41,000							X	TIB/TBD	20
Twisp Carlton rd. from SR20 to S City limit-845' (.16mi). 2 coat chip seal. PCR-not rated	\$28,000							X	TIB/TBD	21
Anderson Rd. from Peters to end-975' (.18mi). 2 coat chip seal. Not rated	\$32,000							X	TBD	22
Peters Rd. from Bugar to Anderson-230' (.04mi). 2 coat chip seal. Not rated	\$7,600							X	TBD	22
Webb Ln. from 5th to SR20-845' (.16mi). Grind/2 coat chip seal. PCR-53	\$19,200							X	TIB/TBD	23

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***Funded**

****Funding Application Submitted**

CAPITAL FACILITIES PLAN SEWER SYSTEM 2020

Town of Twisp Resolution #19-649

Project	Estimated Cost	2020	2021	2022	2023	2024	2025	2026	Proposed Funding Source	Priority Ranking
Capital Facility Plan for the WWTF Upgrade	\$112,810	X							CWSRF/DOE	1
Sewer mainline spot repairs on Bugar, Days Ln.	\$15,000	X							Local	2
Sewer mainline rehabilitation, priority 1 defects	\$1,168,000	X	X						CWSRF/DOE	3
Lift station #2 upgrade	\$686,400	X	X						CWSRF/DOE	4
Biosolids dewatering upgrade	\$1,340,000	X	X						CWSRF/DOE	5
Lift station #3 upgrade	\$35,000		X						Local	6
WWTF upgrade	\$6,000,000				X	X			CWSRF/DOE CDBG	7
Sewer mainline rehabilitation, priority 2, 3 defects	\$384,400						X		CWSRF/DOE	8

CAPITAL FACILITIES PLAN PUBLIC WORKS 2020

Town of Twisp Resolution #19-649

Project	Estimated Cost	2020	2021	2022	2023	2024	2025	2026-2039	Proposed Funding Source	Priority Ranking
Civic center construction	\$3,300,000	X							State Commerce USDA	1
Install 2 eV charge stations downtown.	\$15,000		X						Complete Streets	2
Way finding signage	\$120,000		X						Complete Streets	3
Twisp Ave Corridor	\$155,000		X						Complete Streets	4
3 Rd Ave Corridor	\$320,000				X				Complete Streets/TBD	5
SR20 Landscaping	\$270,000							X	Complete Streets	6
Downtown gateway arches	\$250,000							X	Complete Streets	7

CAPITAL FACILITIES PLAN POOL 2020

Town of Twisp Resolution #19-649

Project	Estimated Cost	2020	2021	2022	2023	2024	2025	2026-2038	Proposed Funding Source	Priority Ranking
Trip Hazzard Cracks on Pool Deck	\$750.00	X								1
Facility condition assessment	\$6,000	X								2
Rebuild and recoat slide structure	\$12,500.00	X								3
Replace Front Entry Doors	\$1,000.00		X							4
Security Cameras at Pool Entrances	\$400.00		X							5

CAPITAL FACILITIES PLAN PARKS/RECREATION 2020

Town of Twisp Resolution #19-649

Project	Estimated Cost	2020	2021	2022	2023	2024	2025	2026-2038	Proposed Funding Source	Priority Ranking
Design and build sports complex Phase 1	\$600,000	X							RCO/local	1
Design and build sports complex Phase 2	\$1,200,000				X				RCO USDA/local	2
Design and build public restrooms at Twisp Park	\$400,000					X			RCO USDA	3

CAPITAL FACILITIES PLAN AIRPORT 2020

Town of Twisp Resolution # 19-646

Project	Estimated Cost	2020	2021	2022	2023	2024	2025	2026-2039	Proposed Funding Source	Priority Ranking
Seal runway and restripe	\$80,000	X							WSDOT/LOCAL	1
Fencing around entire airport property	\$100,000		X						WSDOT/LOCAL	2
Update ALP	\$70,000			X					WSDOT/LOCAL	3
Planning only for welcome center, fuel system, vehicle access & parking, landscaping	\$44,100						X		WSDOT/LOCAL	4
Construct welcome center, bathrooms, vehicle access, parking, and landscape	\$500,000							X	WSDOT/LOCAL	5
Engineering for North taxiway	\$60,000							X	WSDOT/LOCAL	6
Construct North taxiway	\$500,000							X	WSDOT/LOCAL	7

RESOLUTION #19-646

**A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF TWISP,
APPROVING THE SIX YEAR CAPITAL FACILITIES PLAN FOR
2020 THROUGH 2025**

WHEREAS, a Capital Facilities Plan is essential in planning for capital expenditures and for the construction of public facilities; and

WHEREAS, a Capital Facilities Plan aids the Town in developing the needed financing for capital expenditures and the construction of public facilities in the application for grants and loans from state and federal programs; and


WHEREAS, the Town Council of the Town of Twisp, Washington, being the legislative body of said Town, did hold a public hearing on the review of the 2020 through 2025 Capital Facilities Plan on November 12th, 2019; and

WHEREAS, all comments regarding the 2020 through 2025 Capital Facilities Plan as prepared by the Town of Twisp, Washington, for capital expenditures and construction of public facilities within its jurisdictional boundaries were considered.

NOW, THEREFORE, BE IT RESOLVED by the Town Council of the Town of Twisp, Washington, that the revised and extended Six Year Capital Facilities Plan for the ensuing six calendar years, 2020 through 2025, is hereby adopted.

Passed by the Town Council of the Town of Twisp, Washington, this 12th day of November, 2019.

APPROVED:


Soo Ing-Moody, Mayor

ATTEST:


Clerk/Treasurer Randy Kilmer