

**City Of Woodland  
City Council Meeting Agenda Summary Sheet**

<b>Agenda Item:</b> Authorize Mayor to sign Rural County Funds Application for \$200,000 loan for the Scott Avenue Reconnection Project.	<b>Agenda Item #:</b> <u>Action (E)</u> <b>For Agenda of:</b> <u>January 22, 2013</u> <b>Department:</b> <u>Public Works</u> <b>Date Submitted:</b> <u>January 16, 2013</u>
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<b>Cost of Item:</b>	<u>\$200,000</u>
<b>Amount Budgeted:</b>	<u>\$200,000</u>
<b>Unexpended Balance:</b>	<u>\$200,000</u>

<b>BARS #:</b> NA
<b>Description:</b> Scott Avenue Reconnection Study

**Department Supervisor Approval:** Public Works Department /s/ *Bart Stipp*  
**Committee Recommendation:** Public Works Committee approved forwarding this application to Council for approval 3-0 on January 8, 2013.

**Agenda Item Supporting Narrative** (list attachments, supporting documents):

1) Scott Avenue Reconnection Rural County Funds Application

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**Summary Statement/Department Recommendation:**

Rural County Funds are rebates in sales taxes that counties are obligated to use for economic development projects. In 2012 the City received \$12,000 from rural county funds to help with the predesign study of our Ranney Well for our Ranney Well Improvement Project next year.

This year applications were due on January 7<sup>th</sup>. Due to the holidays and the timing of the applications, staff was unable to get the application to the Public Works Committee and City Council before the applications were due. The City submitted an application to Cowlitz County on January 7<sup>th</sup> requesting a \$200,000 loan to provide the necessary cash flow to complete the Scott Avenue Reconnection Study. The purpose of the money is that WSDOT Grants are reimbursable meaning the City needs to pay the consultant first and then get reimbursed by WSDOT. The City currently does not have any funds in our budget to provide the cash flow for this project, thus the need for this loan.

Cowlitz County has stated the funds available this year are greater than \$1,000,000. The County is also looking to use these funds as loans and not grants so I think our application will rank high for funding as we are requesting a loan. The loan would be paid off once the project is completed and WSDOT has reimbursed us for all of the costs of the project.

The Public Works Committee reviewed the application at their January 8<sup>th</sup> meeting and approved forwarding this application to the City Council for their January 22<sup>nd</sup> meeting. Staff recommends approval of this loan application.

Return completed application to:  
Cowlitz County  
Office of Administrative Services  
Attn: Traci Jackson  
207 Fourth Avenue North #308  
Kelso, WA 98626

Telephone: (360) 577-3065  
FAX: (360) 423-9987

**DUE NOT LATER THAN:  
January 7, 2013 @ 4:30 p.m.**

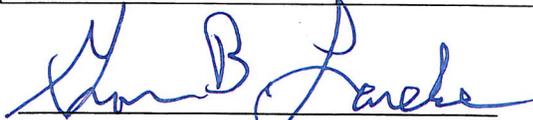
***Project Information Sheet:  
Rural County Public Facility Funds***

***SUBMIT AN ORIGINAL AND Eight (8) COPIES***

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**SECTION 1: APPLICANT**

Project Title	Scott Avenue Reconnection Project
Applicant	City of Woodland
Contact Person	Bart Stepp, PE
Title	Public Works Director
Mailing Address	PO Box 9
	230 Davidson Ave.
	Woodland, WA 98629
Capital Facilities Plan where Project is Listed	The 2008 Transportation Infrastructure Strategic Plan approved in 2008 and the 2013 – 2018 Six-Year Transportation Improvement Plan
Telephone	360-225-7999
Fax	360-225-7467
E-mail	<a href="mailto:steppb@ci.woodland.wa.us">steppb@ci.woodland.wa.us</a>
Federal Tax I.D.:	91-6001533



Signature of Authorized Official:

1-7-13

Date

**SECTION 2: PROJECT ELIGIBILITY**

Money collected under RCW 82.14.370 shall be used on public facilities and for economic development purposes.

Select the type of public facility that applies to your project:

- |  |   |
|--|---|
| <input type="checkbox"/> Bridge                                | <input type="checkbox"/> Natural gas                              |
| <input checked="" type="checkbox"/> Road                       | <input type="checkbox"/> Buildings                                |
| <input type="checkbox"/> Domestic or industrial water facility | <input type="checkbox"/> Structures                               |
| <input type="checkbox"/> Sanitary sewer facility               | <input type="checkbox"/> Telecommunications infrastructure        |
| <input type="checkbox"/> Earth stabilization                   | <input checked="" type="checkbox"/> Transportation infrastructure |
| <input type="checkbox"/> Storm sewer facility                  | <input type="checkbox"/> Commercial infrastructure                |
| <input type="checkbox"/> Railroad                              | <input type="checkbox"/> Port facilities                          |
| <input type="checkbox"/> Electricity                           |   |

Identify the area(s) in Cowlitz County where this project will be located.  
Provide a site map, reproducible in black and white in 8 ½ x 11 format.

Is the project currently listed in one or more of the following plans (check all that apply):

- Comprehensive Economic Development Strategy Report
- County's Capital Facilities Plan
- Your agency comprehensive or capital facilities plan
- Other; please specify: \_\_\_\_\_

If no, will the project be listed in one or more of the plans prior to start of construction?

Date of plan: \_\_\_\_\_

Which Plan: \_\_\_\_\_

**SECTION 3: PROJECT BUDGET ESTIMATES**

What is the estimated budget for this project? Indicate whether the budget is based on preliminary estimates, engineers' estimates, feasibility studies or public bids; include administration, design and construction costs.

\$2,000,000 – This budget is based on the funding received by the City from the Legislature in 2012.

List all funding sources for this project. Indicate the amount and status of the funding, i.e. grant application pending, grant secured, loan application pending, loan secured. L.I.D., R.I.D., bonds sold or to be sold.

Will rural county public facility funds be used to leverage other funds? Yes

<u>Source</u>	<u>Status</u>	<u>Date</u>	<u>Amount</u>
Federal <u>  FHWA through WSDOT  </u>	<u>  Awarded  </u>	<u>  7/10/12  </u>	<u>  \$2,000,000  </u>
State _____	_____	_____	\$ _____
Local/Public _____	_____	_____	\$ _____
Private _____	_____	_____	\$ _____
Other _____	_____	_____	\$ _____
Total Resources:			<u>  \$2,000,000  </u>

If in-kind or volunteer contributions for this project are planned, please describe.

City Staff time and expenses needed to manage the project will be in-kind services provided by the City of Woodland.

Identify specifically the elements of the project for which the rural county public facility funds are requested.

The \$2,000,000 in federal funds the City received should be sufficient to fund the entire project. Federal grants through FHWA and WSDOT are reimbursable though meaning the City must pay the consultant or contractor first before getting reimbursed by WSDOT. The \$200,000 requested would be used by the City to provide the cash flow necessary to pay the consultant.

The \$200,000 is the estimated maximum amount expended in a two month time period for the project. The City usually will get reimbursed on a monthly basis but in case of a payment issue one month the \$200,000 would allow the City a one month cushion to keep the project moving forward.



## SECTION 5: PROJECT SUMMARY

### DESCRIPTION OF PUBLIC FACILITY PROJECT:

Briefly describe the project, including, among other things, the following items:

- a) Type, size, location and use of public facility.

Project consists of completing NEPA/SEPA and an IJR for a third crossing of I-5 in Woodland between West Scott and East Scott Avenue. This planning project would obtain the necessary approvals and a cost estimate for the preferred alternative so the City could go out and seek funding for final design and construction of the project.

- b) Indicate why the rural county public facility funds are necessary for the project to succeed.

The federal grant requires the City to provide cash flow to pay the consultants and then be reimbursed. The City does not have \$200,000 available to tie up for 2 and a half years to accomplish this. Funds needed to complete the SR 503 widening project and a match for a TIB grant on an overlay of Scott Avenue are using up the road funds available for projects this year.

- c) Is the project ready to proceed? If the project is not ready to proceed, describe what must be completed before the project is ready and estimate a start date.

Yes, this planning project is ready to proceed. The City is issuing an RFP in early February and have a consultant ready to begin work in April of 2013.

- d) If applicable, list all permits and environmental reviews required and give their current status (applied for, permit issued, etc.)

This project consists of completing the necessary documentation to obtain NEPA/SEPA Approval and IJR approval. This is not a construction project so permits are not needed prior to beginning work.

- e) Estimate the date for project completion.

This planning project is expected to be complete in the summer of 2015. Once it is complete the City would then begin looking for funding to complete design and construction of the crossing.

- f) Does this proposed project duplicate existing capacity in the community-either public or private? i.e. who are your partners and/or competitors?

This project does not duplicate existing capacity. A third crossing is needed to increase east-west connectivity in Woodland and relieve congestion at the intersection of SR 503/I-5. This project would provide benefits to all parts of Woodland including the industrial and commercial areas.

**SECTION 6: PROJECT GOALS**

Describe how your public facility project meets the goals identified in R.C.W. 82.14.370, as amended, namely financing of public facilities serving economic develop purposes in rural counties.

“**Economic development purposes**” is defined in the statute as “those purposes that facilitate the creation or retention of businesses and jobs in a county.” Check and discuss any or all that apply, specifically:

- Promote the ongoing operation of business in rural distressed areas;
- Promote the expansion of existing business in rural distressed areas;
- Attract new businesses to rural distressed areas;
- Assist in the development of new businesses from within rural distressed areas;
- Provide family wage jobs to the citizens of rural distressed areas.

Specifically identify the number and type of family wage jobs that will be created or retained as a result of your project: This planning project would provide some consultant jobs but it is unknown at this time how many and where they would be located.

- |  |                    |
|--|--------------------|
| <input type="checkbox"/> Construction        | No. of jobs: _____ |
| <input type="checkbox"/> Permanent full time | No. of jobs: _____ |
| <input type="checkbox"/> Permanent part-time | No. of jobs: _____ |
| <input type="checkbox"/> Seasonal            | No. of jobs: _____ |
| <input type="checkbox"/> Other (specify)     | No. of jobs: _____ |

- Promote the development of communities of excellence in rural distressed areas;
- Other (be specific).

This third crossing is supported by the Port of Woodland and businesses in the City in order to improve access onto I-5 and reduce congestion through the City. Improving the transportation system in Woodland will help maintain the existing businesses, make the City more attractive for new businesses, and relieve congestion for residents.

**SECTION 7: APPLICANT CAPACITY**

Identify the organization(s) and individual(s) involved in the project activities described in this application. Explain how the project is coordinated between involved parties.

The City of Woodland will be the lead agency on the project. Woodland Public Works Director Bart Stepp will be the project manager for the project. A Technical Advisory Committee consisting of staff from the City of Woodland, Port of Woodland, Cowlitz County, CWCOG, and WSDOT will assist in selecting the consultant and reviewing work by the consultant. An executive committee made up of elected officials from the City, Port, and County will assist in keeping the project moving forward. A stakeholders committee of residents and business owners will provide feedback and direction on the alternatives reviewed and selected. Each committee will meet as needed to move the project forward.

**SECTION 8: PROJECT TIME LINE**

Provide estimated schedule for this project.

	Estimated Completion Date (month/year)
Alternatives Analysis	<u>Fall, 2013</u>
Value Engineering Study	<u>Winter, 2013-2014</u>
NEPA/SEPA Documentation	<u>Summer, 2014</u>
IJR Documentation	<u>Summer, 2014</u>
NEPA/SEPA and IJR Approval	<u>Summer, 2015</u>

**SECTION 9: PROJECT DYNAMICS**

Provide other information, or special and unique features of the project that merit attention.

This is a project that has wide support in the community and County, and the \$2,000,000 in funds was given to the City by the legislature in 2012. The City has a plan to get this project moving but needs the funds requested to provide the needed cash flow for the project.