



# CITY COUNCIL REGULAR MEETING

Monday, February 12, 2024 at 7:00 PM

City Hall

## AGENDA

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### 1. Call to Order

### 2. Flag Salute

### 3. Roll Call

### 4. Presentation

A. Introduction of New Police Officers and Recognition

B. 4th Quarter 2023 Finance Report

### 5. Approval of Agenda

### 6. Consent Agenda

A. Minutes

B. Audit of Reports

1. Claims      #113461 - #113503      =      \$242,904.34

February 12, 2024

2. Payroll      #61583 - #61586      =      \$ 94,318.42

February 2, 2024

VOID

### 7. Reports

### 8. Audience Participation

The City Council encourages public participation during meetings of the City Council and welcomes your comments. This time is set-aside for you to speak to the City Council on any issue. The Council ordinarily takes non-agenda matters under advisement before taking action. You are also invited to comment on action items as they are considered during the meeting. Individual speakers will be limited to three (3) minutes each in addressing the City Council. When addressing the Council, please speak clearly and audibly and state your name and address for the record.

### 9. Discussion

- [A.](#) 2024 Comprehensive Plan - Introduction Chapter, Capital Facilities and Utilities, Natural Environment, and Algona Parks and Rec Elements

**10. New Business**

**11. Old Business**

**12. Ordinances & Resolution**

- [A.](#) Resolution 1271-24, EJ Municipal Land Use Planning Agreement

- [B.](#) Resolution 1272-24, Transportation Improvement Board Grant Agreement

**13. Next Workshop**

**14. Adjournment**

# TREASURER'S REPORT

Section 4, ItemB.

## Fund Totals

City Of Algona

Time: 10:44:35 Date: 02/09/2024

12/01/2023 To: 12/31/2023

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Fund	Previous Balance	Revenue	Expenditures	Ending Balance	Claims Clearing	Payroll Clearing	Outstanding Deposits	Adjusted Ending Balance
001 Current Expense	1,110,014.64	220,081.73	414,545.33	915,551.04	48,942.75	30,472.39	-21,251.60	973,714.58
002 Drug Fund	6,676.60	0.00		6,676.60	0.00	0.00	0.00	6,676.60
101 Street Fund	149,592.87	7,161.10	17,897.88	138,856.09	579.86	1,234.02	0.00	140,669.97
105 Contingency Fund	333,319.60	0.00		333,319.60	0.00	0.00	0.00	333,319.60
106 Capital Improvement Fund	446,284.44	1,253.36		447,537.80	0.00	0.00	0.00	447,537.80
110 Park Impact Fund	210,991.94	6,693.84		217,685.78	0.00	0.00	0.00	217,685.78
205 General Obligation Bond Fund	-152,973.76	0.00		-152,973.76	0.00	0.00	0.00	-152,973.76
401 Stormwater Mgmt Fund	1,750,697.32	34,664.58	906,146.60	879,215.30	1,865.45	1,192.95	-7,759.77	874,513.93
402 Water Maintenance Fund	1,195,138.34	51,620.39	34,582.12	1,212,176.61	35,347.91	951.71	-14,170.00	1,234,306.23
403 Sewer Maintenance Fund	770,502.63	98,002.13	101,012.89	767,491.87	2,844.34	823.03	-22,985.59	748,173.65
404 Water Capt'l Improve Fund	662,840.33	229,700.72	270,324.13	622,216.92	-11.17	0.00	-1,578.94	620,626.81
405 Sewer Capt'l Improve Fund	361,867.54	0.00		361,867.54	0.00	0.00	0.00	361,867.54
406 Stormwater Capt'l Improve Fund	213,084.71	0.00	6,336.50	206,748.21	0.00	0.00	0.00	206,748.21
501 Equipment Replacement Fund	636,238.09	64,400.00		700,638.09	0.00	0.00	0.00	700,638.09
621 Unemployment Trust Fund	-5,733.45	0.00		-5,733.45	0.00	0.00	0.00	-5,733.45
625 Explorers Program Fund	28,417.46	0.00		28,417.46	0.00	0.00	0.00	28,417.46
	<b>7,716,959.30</b>	<b>713,577.85</b>	<b>1,750,845.45</b>	<b>6,679,691.70</b>	<b>89,569.14</b>	<b>34,674.10</b>	<b>-67,745.90</b>	<b>6,736,189.04</b>

# TREASURER'S REPORT

Section 4, ItemB.

## Account Totals

City Of Algona

Time: 10:44:35 Date: 02/09/2024

12/01/2023 To: 12/31/2023

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Cash Accounts		Beg Balance	Deposits	Withdrawals	Ending	Outstanding Rec	Outstanding Exp	Adj Balance
2	LGIP - INVESTMENT PURCHASE	7,491,755.98	30,673.11	1,300,000.00	6,222,429.09	0.00	0.00	6,222,429.09
4	Petty Cash	350.00	0.00	0.00	350.00	0.00	0.00	350.00
5	Checking Account - Umpqua	199,539.67	1,845,879.57	1,613,287.42	432,131.82	-44,192.68	125,470.81	513,409.95
6	Xpress EFT	25,313.65	45,155.24	45,688.10	24,780.79	-24,780.79	0.00	0.00
Total Cash:		7,716,959.30	1,921,707.92	2,958,975.52	6,679,691.70	-68,973.47	125,470.81	<b>6,736,189.04</b>
		7,716,959.30	1,921,707.92	2,958,975.52	6,679,691.70	-68,973.47	125,470.81	<b>6,736,189.04</b>



# 2023 BUDGET POSITION

City Of Algona

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## 001 Current Expense

01/01/2023 To: 12/31/2023

Revenues	Amt Budgeted	Revenues	Remaining	
310 Taxes	2,204,310.00	2,266,926.26	(62,616.26)	102.8%
320 Licenses & Permits	326,500.00	350,396.25	(23,896.25)	107.3%
330 State Generated Revenues	432,900.00	199,914.87	232,985.13	46.2%
340 Charges For Services	205,100.00	40,712.80	164,387.20	19.9%
350 Fines & Forfeitures	65,100.00	0.00	65,100.00	0.0%
360 Misc Revenues	34,700.00	296,381.86	(261,681.86)	854.1%
380 Non Revenues	0.00	1,719.50	(1,719.50)	0.0%
390 Other Revenues	0.00	5,272.50	(5,272.50)	0.0%

<b>Fund Revenues:</b>	<b>3,268,610.00</b>	<b>3,161,324.04</b>	<b>107,285.96</b>	<b>96.7%</b>
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Expenditures	Amt Budgeted	Expenditures	Remaining	
511 Legislative	19,200.00	40,410.87	(21,210.87)	210.5%
512 Judicial	95,000.00	131,948.80	(36,948.80)	138.9%
513 Executive	30,950.00	31,823.81	(873.81)	102.8%
514 Finance	273,300.00	344,519.12	(71,219.12)	126.1%
515 Legal Services	68,000.00	56,009.08	11,990.92	82.4%
518 Central Services	108,500.00	116,930.70	(8,430.70)	107.8%
521 Law Enforcement	1,591,400.00	1,574,372.90	17,027.10	98.9%
523 Jail Costs	106,750.00	53,876.95	52,873.05	50.5%
524 Protective Inspections	0.00	(57.57)	57.57	0.0%
528 Comm/Alarms/Dispatch	242,320.00	242,090.02	229.98	99.9%
537 Garbage & Solid Waste Utilitys	33,500.00	15,333.55	18,166.45	45.8%
553 Conservation	107,000.00	154,159.25	(47,159.25)	144.1%
554 Environmental Services	18,000.00	18,791.73	(791.73)	104.4%
558 Planning & Community Devel	515,900.00	428,522.77	87,377.23	83.1%
560 Social Services	11,500.00	6,297.60	5,202.40	54.8%
570 Culture & Recreation	36,000.00	19,500.18	16,499.82	54.2%
571 Education	59,500.00	63,381.39	(3,881.39)	106.5%
575 Cultural & Recreational Fac	10,000.00	8,223.56	1,776.44	82.2%
576 Park Facilities	126,300.00	127,482.57	(1,182.57)	100.9%
580 Non Expeditures	0.00	45,567.94	(45,567.94)	0.0%
594 Capital Expenditures	0.00	0.00	0.00	0.0%
597 Interfund Transfers	140,640.00	70,320.00	70,320.00	50.0%

<b>Fund Expenditures:</b>	<b>3,593,760.00</b>	<b>3,549,505.22</b>	<b>44,254.78</b>	<b>98.8%</b>
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<b>Fund Excess/(Deficit):</b>	<b>(325,150.00)</b>	<b>(388,181.18)</b>
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## 2023 BUDGET POSITION

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002 Drug Fund

01/01/2023 To: 12/31/2023

Revenues	Amt Budgeted	Revenues	Remaining	
360 Misc Revenues	1,000.00	0.00	1,000.00	0.0%
<b>Fund Revenues:</b>	<b>1,000.00</b>	<b>0.00</b>	<b>1,000.00</b>	<b>0.0%</b>
Expenditures	Amt Budgeted	Expenditures	Remaining	
521 Law Enforcement	2,200.00	0.00	2,200.00	0.0%
<b>Fund Expenditures:</b>	<b>2,200.00</b>	<b>0.00</b>	<b>2,200.00</b>	<b>0.0%</b>
<b>Fund Excess/(Deficit):</b>	<b>(1,200.00)</b>	<b>0.00</b>		

# 2023 BUDGET POSITION

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101 Street Fund		01/01/2023 To: 12/31/2023		
Revenues	Amt Budgeted	Revenues	Remaining	
310 Taxes	186,850.00	193,338.15	(6,488.15)	103.5%
320 Licenses & Permits	600.00	2,179.75	(1,579.75)	363.3%
330 State Generated Revenues	68,290.00	92,001.44	(23,711.44)	134.7%
340 Charges For Services	0.00	0.00	0.00	0.0%
360 Misc Revenues	5,520.00	40,869.14	(35,349.14)	740.4%
397 Interfund Transfers	140,640.00	70,320.00	70,320.00	50.0%
<b>Fund Revenues:</b>	<b>401,900.00</b>	<b>398,708.48</b>	<b>3,191.52</b>	<b>99.2%</b>
Expenditures	Amt Budgeted	Expenditures	Remaining	
542 Streets - Maintenance	346,900.00	246,084.84	100,815.16	70.9%
543 Streets Admin & Overhead	55,000.00	84,396.78	(29,396.78)	153.4%
594 Capital Expenditures	162,000.00	161,911.53	88.47	99.9%
<b>Fund Expenditures:</b>	<b>563,900.00</b>	<b>492,393.15</b>	<b>71,506.85</b>	<b>87.3%</b>
<b>Fund Excess/(Deficit):</b>	<b>(162,000.00)</b>	<b>(93,684.67)</b>		

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105 Contingency Fund

01/01/2023 To: 12/31/2023

Revenues	Amt Budgeted	Revenues	Remaining	
360 Misc Revenues	0.00	11,854.44	(11,854.44)	0.0%
390 Other Revenues	0.00	0.00	0.00	0.0%
<b>Fund Revenues:</b>	<b>0.00</b>	<b>11,854.44</b>	<b>(11,854.44)</b>	<b>0.0%</b>
<b>Fund Excess/(Deficit):</b>	<b>0.00</b>	<b>11,854.44</b>		

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## 106 Capital Improvement Fund

01/01/2023 To: 12/31/2023

Revenues	Amt Budgeted	Revenues	Remaining	
310 Taxes	100,000.00	161,028.80	(61,028.80)	161.0%
330 State Generated Revenues	0.00	0.00	0.00	0.0%
360 Misc Revenues	0.00	11,854.44	(11,854.44)	0.0%
390 Other Revenues	0.00	0.00	0.00	0.0%
<b>Fund Revenues:</b>	<b>100,000.00</b>	<b>172,883.24</b>	<b>(72,883.24)</b>	<b>172.9%</b>
Expenditures	Amt Budgeted	Expenditures	Remaining	
580 Non Expenditures	0.00	0.00	0.00	0.0%
591 Debt Service	0.00	0.00	0.00	0.0%
594 Capital Expenditures	0.00	0.00	0.00	0.0%
597 Interfund Transfers	315,000.00	157,500.00	157,500.00	50.0%
<b>Fund Expenditures:</b>	<b>315,000.00</b>	<b>157,500.00</b>	<b>157,500.00</b>	<b>50.0%</b>
<b>Fund Excess/(Deficit):</b>	<b>(215,000.00)</b>	<b>15,383.24</b>		

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## 110 Park Impact Fund

01/01/2023 To: 12/31/2023

Revenues	Amt Budgeted	Revenues	Remaining	
310 Taxes	36,000.00	35,414.64	585.36	98.4%
340 Charges For Services	0.00	40.00	(40.00)	0.0%
360 Misc Revenues	0.00	11,854.45	(11,854.45)	0.0%
397 Interfund Transfers	0.00	0.00	0.00	0.0%
<b>Fund Revenues:</b>	<b>36,000.00</b>	<b>47,309.09</b>	<b>(11,309.09)</b>	<b>131.4%</b>
Expenditures	Amt Budgeted	Expenditures	Remaining	
576 Park Facilities	0.00	0.00	0.00	0.0%
594 Capital Expenditures	0.00	0.00	0.00	0.0%
<b>Fund Expenditures:</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>Fund Excess/(Deficit):</b>	<b>36,000.00</b>	<b>47,309.09</b>		

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### 205 General Obligation Bond Fund

01/01/2023 To: 12/31/2023

Revenues	Amt Budgeted	Revenues	Remaining	
397 Interfund Transfers	315,000.00	157,500.00	157,500.00	50.0%
<b>Fund Revenues:</b>	<b>315,000.00</b>	<b>157,500.00</b>	<b>157,500.00</b>	<b>50.0%</b>
Expenditures	Amt Budgeted	Expenditures	Remaining	
591 Debt Service	319,000.00	318,237.96	762.04	99.8%
<b>Fund Expenditures:</b>	<b>319,000.00</b>	<b>318,237.96</b>	<b>762.04</b>	<b>99.8%</b>
<b>Fund Excess/(Deficit):</b>	<b>(4,000.00)</b>	<b>(160,737.96)</b>		

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## 401 Stormwater Mgmt Fund

01/01/2023 To: 12/31/2023

Revenues	Amt Budgeted	Revenues	Remaining	
320 Licenses & Permits	0.00	200.00	(200.00)	0.0%
330 State Generated Revenues	0.00	0.00	0.00	0.0%
340 Charges For Services	445,000.00	419,579.33	25,420.67	94.3%
350 Fines & Forfeitures	2,000.00	1,611.34	388.66	80.6%
360 Misc Revenues	0.00	11,854.44	(11,854.44)	0.0%
<b>Fund Revenues:</b>	<b>447,000.00</b>	<b>433,245.11</b>	<b>13,754.89</b>	<b>96.9%</b>
Expenditures	Amt Budgeted	Expenditures	Remaining	
531 Natural Resources	7,700.00	0.00	7,700.00	0.0%
538 Other Utilities/Activities	319,600.00	321,700.99	(2,100.99)	100.7%
594 Capital Expenditures	915,000.00	916,995.29	(1,995.29)	100.2%
<b>Fund Expenditures:</b>	<b>1,242,300.00</b>	<b>1,238,696.28</b>	<b>3,603.72</b>	<b>99.7%</b>
<b>Fund Excess/(Deficit):</b>	<b>(795,300.00)</b>	<b>(805,451.17)</b>		



## 2023 BUDGET POSITION

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### 402 Water Maintenance Fund

01/01/2023 To: 12/31/2023

Revenues	Amt Budgeted	Revenues	Remaining	
310 Taxes	0.00	0.00	0.00	0.0%
330 State Generated Revenues	0.00	0.00	0.00	0.0%
340 Charges For Services	882,000.00	801,865.55	80,134.45	90.9%
350 Fines & Forfeitures	17,000.00	11,259.42	5,740.58	66.2%
360 Misc Revenues	0.00	14,149.40	(14,149.40)	0.0%
<b>Fund Revenues:</b>	<b>899,000.00</b>	<b>827,274.37</b>	<b>71,725.63</b>	<b>92.0%</b>
Expenditures	Amt Budgeted	Expenditures	Remaining	
534 Water Utilities	812,950.00	758,305.90	54,644.10	93.3%
535 Sewer	0.00	0.00	0.00	0.0%
594 Capital Expenditures	0.00	0.00	0.00	0.0%
597 Interfund Transfers	0.00	0.00	0.00	0.0%
<b>Fund Expenditures:</b>	<b>812,950.00</b>	<b>758,305.90</b>	<b>54,644.10</b>	<b>93.3%</b>
<b>Fund Excess/(Deficit):</b>	<b>86,050.00</b>	<b>68,968.47</b>		

## 2023 BUDGET POSITION

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### 403 Sewer Maintenance Fund

01/01/2023 To: 12/31/2023

Revenues	Amt Budgeted	Revenues	Remaining	
340 Charges For Services	1,300,000.00	1,275,916.14	24,083.86	98.1%
350 Fines & Forfeitures	12,000.00	11,273.81	726.19	93.9%
360 Misc Revenues	0.00	11,854.45	(11,854.45)	0.0%
390 Other Revenues	0.00	0.00	0.00	0.0%
<b>Fund Revenues:</b>	<b>1,312,000.00</b>	<b>1,299,044.40</b>	<b>12,955.60</b>	<b>99.0%</b>
Expenditures	Amt Budgeted	Expenditures	Remaining	
535 Sewer	1,242,350.00	1,172,181.15	70,168.85	94.4%
594 Capital Expenditures	0.00	0.00	0.00	0.0%
<b>Fund Expenditures:</b>	<b>1,242,350.00</b>	<b>1,172,181.15</b>	<b>70,168.85</b>	<b>94.4%</b>
<b>Fund Excess/(Deficit):</b>	<b>69,650.00</b>	<b>126,863.25</b>		

# 2023 BUDGET POSITION

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404 Water Capt'l Improve Fund

01/01/2023 To: 12/31/2023

Revenues	Amt Budgeted	Revenues	Remaining	
330 State Generated Revenues	224,000.00	224,158.00	(158.00)	100.1%
340 Charges For Services	73,100.00	74,075.07	(975.07)	101.3%
360 Misc Revenues	0.00	11,854.46	(11,854.46)	0.0%
390 Other Revenues	0.00	0.00	0.00	0.0%
397 Interfund Transfers	0.00	0.00	0.00	0.0%
<b>Fund Revenues:</b>	<b>297,100.00</b>	<b>310,087.53</b>	<b>(12,987.53)</b>	<b>104.4%</b>
Expenditures	Amt Budgeted	Expenditures	Remaining	
534 Water Utilities	0.00	0.00	0.00	0.0%
594 Capital Expenditures	564,000.00	270,324.13	293,675.87	47.9%
<b>Fund Expenditures:</b>	<b>564,000.00</b>	<b>270,324.13</b>	<b>293,675.87</b>	<b>47.9%</b>
<b>Fund Excess/(Deficit):</b>	<b>(266,900.00)</b>	<b>39,763.40</b>		

## 2023 BUDGET POSITION

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405 Sewer Capt'l Improve Fund

01/01/2023 To: 12/31/2023

Revenues	Amt Budgeted	Revenues	Remaining	
340 Charges For Services	0.00	15,543.55	(15,543.55)	0.0%
360 Misc Revenues	0.00	11,854.46	(11,854.46)	0.0%
<b>Fund Revenues:</b>	<b>0.00</b>	<b>27,398.01</b>	<b>(27,398.01)</b>	<b>0.0%</b>
Expenditures	Amt Budgeted	Expenditures	Remaining	
535 Sewer	0.00	0.00	0.00	0.0%
594 Capital Expenditures	0.00	0.00	0.00	0.0%
<b>Fund Expenditures:</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>Fund Excess/(Deficit):</b>	<b>0.00</b>	<b>27,398.01</b>		

## 2023 BUDGET POSITION

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### 406 Stormwater Capt'l Improve Fund

01/01/2023 To: 12/31/2023

Revenues	Amt Budgeted	Revenues	Remaining	
330 State Generated Revenues	300,000.00	0.00	300,000.00	0.0%
340 Charges For Services	0.00	15,048.39	(15,048.39)	0.0%
360 Misc Revenues	0.00	11,854.46	(11,854.46)	0.0%
<b>Fund Revenues:</b>	<b>300,000.00</b>	<b>26,902.85</b>	<b>273,097.15</b>	<b>9.0%</b>
Expenditures	Amt Budgeted	Expenditures	Remaining	
531 Natural Resources	400,000.00	16,225.70	383,774.30	4.1%
538 Other Utilities/Activities	0.00	0.00	0.00	0.0%
<b>Fund Expenditures:</b>	<b>400,000.00</b>	<b>16,225.70</b>	<b>383,774.30</b>	<b>4.1%</b>
<b>Fund Excess/(Deficit):</b>	<b>(100,000.00)</b>	<b>10,677.15</b>		

## 2023 BUDGET POSITION

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### 501 Equipment Replacement Fund

01/01/2023 To: 12/31/2023

Revenues	Amt Budgeted	Revenues	Remaining	
340 Charges For Services	124,200.00	64,400.00	59,800.00	51.9%
<b>Fund Revenues:</b>	<b>124,200.00</b>	<b>64,400.00</b>	<b>59,800.00</b>	<b>51.9%</b>
Expenditures	Amt Budgeted	Expenditures	Remaining	
594 Capital Expenditures	126,800.00	123,470.73	3,329.27	97.4%
<b>Fund Expenditures:</b>	<b>126,800.00</b>	<b>123,470.73</b>	<b>3,329.27</b>	<b>97.4%</b>
<b>Fund Excess/(Deficit):</b>	<b>(2,600.00)</b>	<b>(59,070.73)</b>		

## 2023 BUDGET POSITION

City Of Algona

Time: 14:44:11 Date:

Section 4, ItemB.

Page:

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621 Unemployment Trust Fund

01/01/2023 To: 12/31/2023

Revenues	Amt Budgeted	Revenues	Remaining	
360 Misc Revenues	0.00	11,854.42	(11,854.42)	0.0%
390 Other Revenues	0.00	0.00	0.00	0.0%
<b>Fund Revenues:</b>	<b>0.00</b>	<b>11,854.42</b>	<b>(11,854.42)</b>	<b>0.0%</b>
Expenditures	Amt Budgeted	Expenditures	Remaining	
517 Employee Benefit Programs	0.00	0.00	0.00	0.0%
<b>Fund Expenditures:</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>Fund Excess/(Deficit):</b>	<b>0.00</b>	<b>11,854.42</b>		

## 2023 BUDGET POSITION

City Of Algona

Time: 14:44:11 Date:

Section 4, ItemB.

Page:

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625 Explorers Program Fund

01/01/2023 To: 12/31/2023

Revenues	Amt Budgeted	Revenues	Remaining	
360 Misc Revenues	0.00	1,000.00	(1,000.00)	0.0%
<b>Fund Revenues:</b>	<b>0.00</b>	<b>1,000.00</b>	<b>(1,000.00)</b>	<b>0.0%</b>
Expenditures	Amt Budgeted	Expenditures	Remaining	
521 Law Enforcement	0.00	0.00	0.00	0.0%
<b>Fund Expenditures:</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>Fund Excess/(Deficit):</b>	<b>0.00</b>	<b>1,000.00</b>		



## 2023 BUDGET POSITION TOTALS

City Of Algona

Time: 14:44:11 Date:

Section 4, ItemB.

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Fund	Revenue Budgeted	Received		Expense Budgeted	Spent	
001 Current Expense	3,268,610.00	3,161,324.04	96.7%	3,593,760.00	3,549,505.22	99%
002 Drug Fund	1,000.00	0.00	0.0%	2,200.00	0.00	0%
101 Street Fund	401,900.00	398,708.48	99.2%	563,900.00	492,393.15	87%
105 Contingency Fund	0.00	11,854.44	0.0%	0.00	0.00	0%
106 Capital Improvement Fund	100,000.00	172,883.24	172.9%	315,000.00	157,500.00	50%
110 Park Impact Fund	36,000.00	47,309.09	131.4%	0.00	0.00	0%
205 General Obligation Bond Fund	315,000.00	157,500.00	50.0%	319,000.00	318,237.96	100%
401 Stormwater Mgmt Fund	447,000.00	433,245.11	96.9%	1,242,300.00	1,238,696.28	100%
402 Water Maintenance Fund	899,000.00	827,274.37	92.0%	812,950.00	758,305.90	93%
403 Sewer Maintenance Fund	1,312,000.00	1,299,044.40	99.0%	1,242,350.00	1,172,181.15	94%
404 Water Capt'l Improve Fund	297,100.00	310,087.53	104.4%	564,000.00	270,324.13	48%
405 Sewer Capt'l Improve Fund	0.00	27,398.01	0.0%	0.00	0.00	0%
406 Stormwater Capt'l Improve Fund	300,000.00	26,902.85	9.0%	400,000.00	16,225.70	4%
501 Equipment Replacement Fund	124,200.00	64,400.00	51.9%	126,800.00	123,470.73	97%
621 Unemployment Trust Fund	0.00	11,854.42	0.0%	0.00	0.00	0%
625 Explorers Program Fund	0.00	1,000.00	0.0%	0.00	0.00	0%
	7,501,810.00	6,950,785.98	92.7%	9,182,260.00	8,096,840.22	88.2%



## CITY COUNCIL REGULAR MEETING

Monday, January 22, 2024 at 7:00 PM

City Hall

## MINUTES

---

### 1. Call to Order

Mayor Linnell called the meeting to order at 7:00

### 2. Flag Salute

### 3. Roll Call

#### PRESENT

Mayor Troy Linnell

Council Member Gordon Cook

Council Member Timothy Fairley

Council Member Lynda Osborn

Council Member William Thomas

Council Member David White

### 4. Presentation

City Administrator Jessica Griess updated the council on the Finance Report for 3rd quarter 2023

#### A. 3rd Quarter 2023 Finance Report

City Administrator Jessica Griess updated the council on the Finance Report for 3rd quarter 2023. The 4th quarter for 2023 will be ready at the next meeting.

### 5. Approval of Agenda

Motion made by Council Member Fairley, Seconded by Council Member Osborn.

Voting Yea: Council Member Cook, Council Member Fairley, Council Member Osborn, Council Member Thomas, Council Member White

### 6. Consent Agenda

Motion made by Council Member Cook, Seconded by Council Member Osborn.

Voting Yea: Council Member Cook, Council Member Fairley, Council Member Osborn, Council Member Thomas, Council Member White

#### A. January 8th, 2024 Council Meeting

## B. Audit of Reports

1. Claims #113423 - #113460 = \$127,322.62

January 22, 2024

2. Payroll = \$107,227.95

January 19, 2024

VOID #113381 &amp; 113398

## 7. Reports

Council Member White - Would like to propose that we have a Juneteenth Celebration. I would like to work on that with Gary . Would like to see us have a City of Algona flag.

Council Member Cook - None

Council Member Fairley - None

Council Member Osborn - Had the finance committee meeting. I really enjoyed it. Had a meeting with Gary on Algona Days. We are off to a good start.

Council Member Thomas - I liked the joint meeting that we had tonight with the planning commission.. My wife and I would like to thank the chief for putting the officers on the Facebook page. On 1st Avenue by Coco Joes I have been seeing automobile tracks.

Public Works Director Russ Avery - I am working on the annual work plan. I will have my Goals and Objectives at the next meeting. We have been inspecting and cleaning storm drains. Had some flooding on Tacoma Blvd. We had a control manhole plugged up.

Chief Schrimpscher. Gave a presentation on the 5 goals and objectives for the Police Department for 2024. Number 1 - Increase the safety and enhance the effectiveness of each member of the A-Team. Number 2 - Exceed the State minimum training standards for every member of the A-Team. Number 3 - Increase the level of focus on wellness for each member of the A-Team. Number 4- Continue to assist our community in two-way communication. Number 5 - Utilize modern community-based solutions to solve problems within the community. Working on migrating to office 365.

City Administrator Jessica Griess - On the Goals and Objectives for the administrative staff there were three main categories to focus on. They are Training, Organization and Process Improvement. I also provided you with a Finance Committee work plan for the year.

Mayor Linnell - South King County Transfer Station is running about a month behind. Straighting of West Valley Hwy. is scheduled for later this year. Russ and I went to Auburn and met with Mayor Bacus and Ingrid Gobb their Public Works Director regarding the flooding. . It was a really good meeting. There are issues with Mill Creek. There are alot of reasons why they cant help us out. I am working with King County and the State. That is why it is so important to get the retension pond in. There were 41 houses that were affected by the flood.

## **8. Audience Participation**

The City Council encourages public participation during meetings of the City Council and welcomes your comments. This time is set-aside for you to speak to the City Council on any issue. The Council ordinarily takes non-agenda matters under advisement before taking action. You are also invited to comment on action items as they are considered during the meeting. Individual speakers will be limited to three (3) minutes each in addressing the City Council. When addressing the Council, please speak clearly and audibly and state your name and address for the record.

James Harper 312 Junction Blvd - My understanding is that the mosquito trap problem is resolved. On behalf of the citizens of Algona I think that it is a good thing. My issue was with the installation and not the use of the mosquito trap.. I will go back to my original three questions. How did it happen?. I understand that it happened along time ago and will be hard to decipher how it happened. How did it continue? I think that is an important question. How did a dangerous situation continue without anyone stepping in? More importantly how do keep it from happening in the future. I think that is a critical question. This is a problem that needs to be solved. I think the best solution will come from within the City.

Chris Gomez - 527 Main Street - Since we had an increase from Solid Waste this year are we going to have another one next year?

## **9. Discussion**

### **A. Transportation Improvement Board Grant Agreement**

City Administrator briefed the council. There were no changes.

### **B. EJ Municipal Land Use Planning Agreement**

City Administrator Jessica Griess briefed the council. There were no changes

## **10. New Business**

## **11. Old Business**

## **12. Ordinances & Resolution**

### **A. Resolution 1270-24, Department of Commerce, Local and Community Projects Grant Agreement**

Motion made by Council Member Fairley, Seconded by Council Member Cook.  
Voting Yea: Council Member Cook, Council Member Fairley, Council Member Osborn, Council Member Thomas, White

13. Next Workshop

Comprehensive Plan Update

14. Adjournment

Mayor Linnell adjourned the meeting at 7:50 p.m.

ATTEST:

\_\_\_\_\_  
Dana Parker – City Clerk

\_\_\_\_\_  
Troy Linnell – Mayor



# CITY COUNCIL WORKSHOP MEETING

Monday, January 22, 2024 at 6:00 PM

City Hall

## MINUTES

### 1. Call to Order

Mayor Linnell called the joint meeting to order at 6:00

### 2. Roll Call

#### PRESENT

Mayor Troy Linnell  
Council Member Gordon Cook  
Council Member Timothy Fairley  
Council Member Lynda Osborn  
Council Member William Thomas  
Council Member David White

Commissioner Chris Gomez  
Commissioner James Harper  
Commissioner Steve Bramson  
Commissioner Wayne Lindy  
Commissioner Jennifer Freeberg

### 3. Approval of Agenda

Motion made by Council Member Fairley, Seconded by Council Member Cook  
Voting Yea: Council Member Fairley, Council Member Osborn, Council Member Thomas

Motion made by Commissioner Harper, Seconded by Commissioner Bramson,  
Voting Yea: Commissioner Lindy, Commissioner Bramson, Commissioner Harper,  
Commissioner Gomez, Commissioner Freeberg

### 4. Presentations

### 5. Discussion

#### A. 2024 Planning Commission Work Plan

City Administrator Jessica Griess opened the meeting by stating that this is a rough draft of the work plan. We are working through the Comprehensive Plan and according to Caitlin it should be done by May and moving onto council so we stay on track for passing it in time. Algona Village- We are still in rounds of comments. The conditional use permits have not been issued yet. We are waiting for them to submit for a parking

variance. The Wetland Mitigation was a suggestion for putting Wetland Mitigation banking in our city code. We will keep it on the work plan for further discussion. Broadway road extension was tabled by the planning commission due to needing more information such as is it going all the way through? Sidewalks on one side? and if it was eligible for grant money. It was decided that we needed to have a traffic study done. Streetlights- Russ stated that we are picking out a design for the downtown area It should be completed by the next planning commission meeting to vote on. We will then start to work on locations to recommend to the council. The last four items on the work plan, the progress review, misc land use permits and actions, misc zoning code amendments and annual joint meeting are ongoing.

6. Audience Participation

The City Council encourages public participation during meetings of the City Council and welcomes your comments. This time is set-aside for you to speak to the City Council on any issue. The Council ordinarily takes non-agenda matters under advisement before taking action. You are also invited to comment on action items as they are considered during the meeting. Individual speakers will be limited to three (3) minutes each in addressing the City Council. When addressing the Council, please speak clearly and audibly and state your name and address for the record.

None

7. Adjournment

Mayor Linnell adjourned the meeting at 6:45 p.m.

ATTEST:

\_\_\_\_\_  
Dana Parker – City Clerk

\_\_\_\_\_  
Troy Linnell – Mayor

**CITY COUNCIL****AGENDA BILL # AB24-0113**

**City of Algona**  
**200 Washington Blvd.**  
**Algona, WA 98001**

**ITEM INFORMATION**

<b>SUBJECT:</b>  <b>Comprehensive Plan</b> <ul style="list-style-type: none"><li>- Introduction Chapter</li><li>- Natural Environment Chapter</li><li>- Parks and Rec Element</li><li>- Capital Facilities and Utilities Element</li></ul>	<b>Agenda Date: February 12<sup>th</sup>, 2024</b>		
	Department/Committee/Individual	Created	Reviewed
	Mayor		
	City Administrator		X
	City Attorney		
	City Clerk	X	
	Finance Dept		
	PW/Utilities		
	Planning Dept	X	
		Community Services	
Cost Impact:	Police Dept		
Fund Source:	Finance Committee		
Timeline: 1 <sup>st</sup> review – 2/12/24	Planning Commission		
	Civil Service Committee		
<b>Staff Contact: Jessica Griess, City Administrator</b>			
<b>Attachments: Introduction, Natural Environment, Parks and Rec, Capital Facilities, Utilities</b>			
<b>SUMMARY STATEMENT:</b> Caitlin with Atwell will be going over four chapters of the Comprehensive Plan			
<b>COMMITTEE REVIEW AND RECOMMENDATION:</b>			
<b>RECOMMENDED ACTION:</b>			
<b>RECORD OF COUNCIL ACTION</b>			
<i>Meeting Date:</i>		<i>Action:</i>	<i>Vote:</i>



## CHAPTER 1: INTRODUCTION

### *Preface*

The City of Algona lies in King County and is part of the Puget Sound region. It is conveniently located about twenty miles southeast of Seattle and eight miles northeast of Tacoma. Algona is near the southeast interchange of State Route 18 and State Route 167 and shares borders with the City of Auburn to the north and east, the City of Pacific to the south, and the unincorporated area of King County, Lakeland South, to the west. Surrounding cities follow similar land use patterns that consist of residential, commercial, parks, and critical areas.

Over the next 20 years Algona, like many cities in the Puget Sound region, is projecting growth. The Puget Sound region, composed by King, Snohomish, Pierce, and Kitsap counties, is expecting approximately 1.6 million new residents by 2044. Without proactively considering the impact of population growth, cities will struggle to accommodate housing and job growth and the infrastructure necessary to support the projected population. Algona participates in growth planning activities and is projecting an increase of approximately 600 residents, 170 homes, and 325 jobs by 400, which is a proportional share of the region's overall anticipated growth.

The 2024 Algona Comprehensive Plan provides the guidance and roadmap for Algona's future, implementing a local vision that aligns with the regional vision for the region. This plan was developed within the parameters and resources provided through the Growth Management Act (GMA), Department of Commerce, Puget Sound Regional Council's (PSRC) Vision 2050, and King County's Countywide Planning Policies. The vision and implementation actions reflect the input and feedback of the Algona community, including its elected leaders and city staff, through a robust public engagement process.

While Algona is one of the smallest cities in King County, staff recognizes that the City must collaborate with neighbors, partners, and leaders to find realistic solutions to national and regional problems and pinch points in a small community setting. This edition of the comprehensive plan is a framework and guide to addressing growth as it is specific to Algona and its diverse residents.



## COMPREHENSIVE PLANNING 101

### What is a Comprehensive Plan?

The comprehensive plan (Plan) is a long-term planning document that identifies a multi-elemental planning and implementation strategy for at least 20 years into the future. The Plan is periodically revised to describe existing and projected community conditions, and actions to best meet the shifting needs of the community. The Plan establishes a vision, goals, policies, objectives, and implementation actions to guide the following:

1. Growth;
2. Development;
3. Community Character/Values; and
4. Quality of life.

Algona leaders adopt the Plan in 10-year intervals continuously informing local decision-makers on the projected changes in population, impact of growth, and the plan to maintain a high quality of life while accommodating more residents, businesses, and public uses. Algona has previously adopted two Plans, the first in 2005 and the second in 2015. Since the 2015 Plan, the population has grown by over 200 people<sup>1</sup>. As further described below, the Plan continues to be periodically updated as local and regional policies, demographics, development patterns, economies, and state laws change over time.

Per the schedule provided in [RCW 36.70A.130](#), the Plan is updated and revised on an annual and periodic schedule. Both update schedules provide assurance that the Plan remains relevant and useful for the next 20-years, and that best available science, public engagement, state legislation, and community conditions remain up to date within the Plan. The City may adopt amendments once per year as determined necessary by city staff or as requested by members of the public. These amendments are usually the result of permit approvals, such a zoning amendment or other project related land use decisions and emergency actions.

The City is required under the Growth Management Act (GMA) to periodically review and update its Comprehensive Plan and municipal development regulations every 10 years. This is also known as the *periodic update* which examines the City's overall programs, infrastructure, and capacity more closely as PSRC and King County update their policies, growth assumptions, and vision for the future of the overall region under the GMA. The requirements from the GMA and PSRC are further below.

<sup>1</sup> [OFM, 2023](#).

## KEY TERMS

### **Vision:**

A vision statement captures what community members most value about their community, and the shared image of what they want their community to become ([MRSC, 2023](#)).

### **Goal:**

A general statement of a future condition towards which actions are aimed ([Gary D. Taylor, 2019](#)).

### **Objective:**

An objective is a statement of measurable activity, a benchmark, to be reached in pursuit of the goal ([Gary D. Taylor, 2019](#)).

### **Policy:**

A statement of intent or definite course guiding the legislative or administrative body while making a new decision or evaluating a new project.

### **Implementation Action:**

Steps required to achieve a specific goal. Actions breakdown the metrics required to achieve a goal, such as individual tasks, timeframes, resources, management, and implementation.

## Why do we plan for growth?

Growth is an integral part of every community, as places change and fluctuate over time. Implementing the GMA provides every local government baseline guidance to understand the shifting conditions of their community, and subsequently the changing needs of their community. Efficient planning for future growth allows local governments to acquire the resources and infrastructure required to adhere to those needs. In other words, the comprehensive planning process provides the local government both a snapshot of their community in time, as well as a projection into the future, allowing them to make informed decisions on how to improve the resources and infrastructure that sustains their community in the short and long term.

The overall purpose of the GMA is to ensure Algona's elected officials and local government staff have access to relevant local guidance on long range planning initiatives, legislation directives, and demonstrate consistency with the GMA. Planning for growth in a Comprehensive Plan allows local governments to plan and make decisions that are uniform, consistent, strategic, and equitable. These efforts allow Algona to continue the community values and character that make Algona a safe, healthy, and vibrant place to live.

## ***Growth Management Act (GMA)***

### Relationship to the GMA

Washington State adopted the GMA in 1990<sup>2</sup> as a more proactive planning approach was necessary to address and accommodate increasingly impactful population growth. The City of Algona maintains their Comprehensive Plan in accordance with Section 36.70A.070 of the GMA. The GMA is a series of state statutes<sup>3</sup> that requires fast-growing cities and counties to develop a Comprehensive Plan to manage their population growth. Algona is located in King County and is required to conduct the comprehensive planning process fully as shown in **Figure 2**.

To further help guide development of a Comprehensive Plan, the GMA establishes fifteen primary goals for each local government to consider and address when planning for their population growth. These goals are meant to guide development of both the Comprehensive Plan and municipal development regulations and are not prioritized in a specific order. See **Figure 1** below. In addition to the fifteen primary goals, local governments are directed by the GMA (under RCW 36.070A.070) to include mandatory elements in their Comprehensive Plans, including but not limited to, **land use, transportation, housing, utilities, and capital facilities**. The *Algona 2024 Comprehensive Plan* is therefore required to identify and describe these elements as they pertain to the City of Algona.

The Plan provides local governments a consistent framework for addressing jurisdictional needs and challenges. It represents the community's overall vision for the future, with goals and policies that outline community priorities to strategically distribute growth in all city sectors. The Plan directly impacts the built environment through planning the locations of future businesses, homes, and public facilities and evaluates the quality, accessibility, and service potential of local infrastructure, programs, and facilities.

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<sup>2</sup> [MSRC, 2023](#).

<sup>3</sup> "Statutes": Laws passed by a legislature ([Library of Congress, 2023](#)).

Figure 1: Goals of the GMA (RCW 36.70A.020)

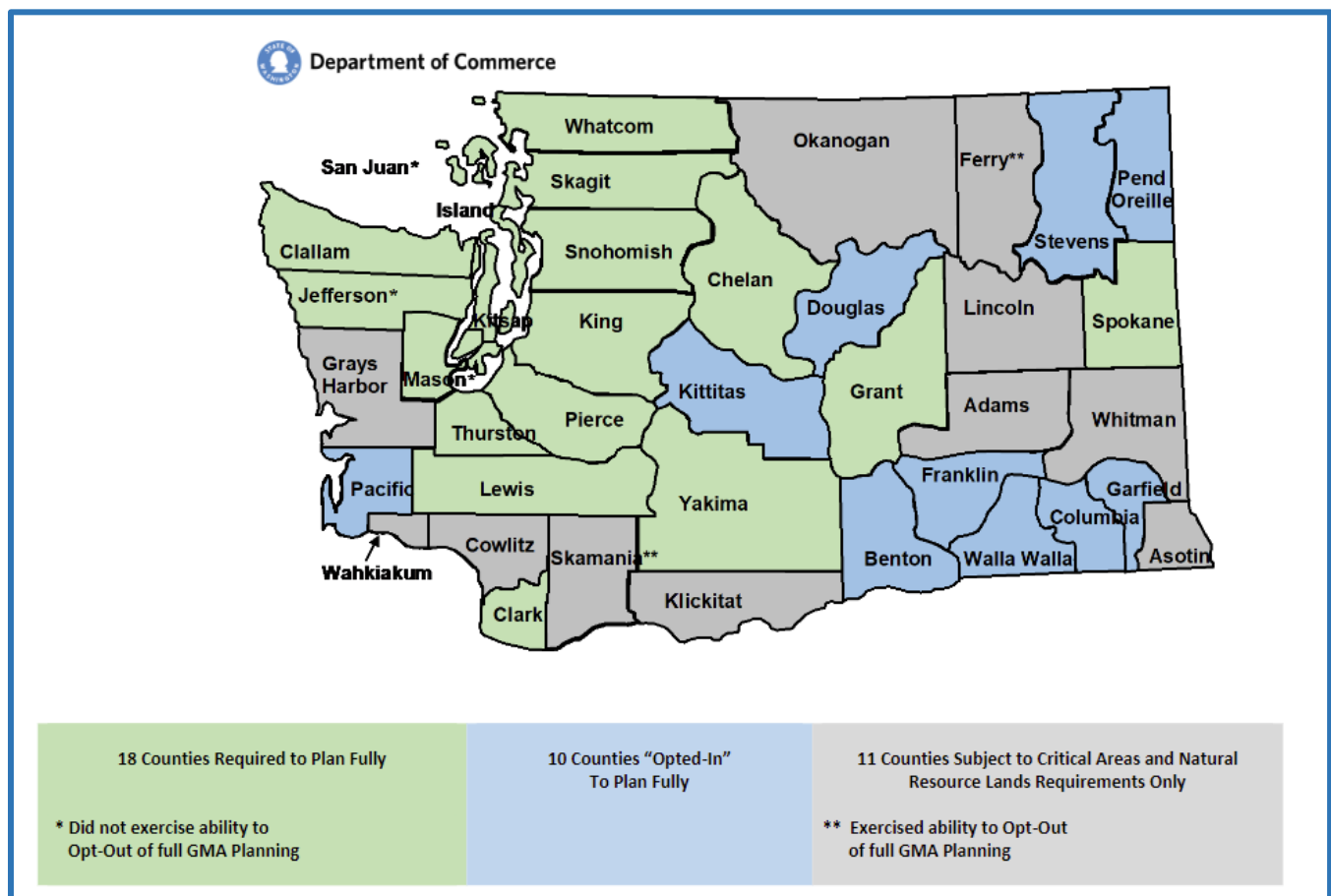
<b>Urban Growth</b>	Encourage development in urbanized areas where public facilities and services exist.
<b>Reduce Sprawl</b>	Reduce the inappropriate conversion of undeveloped land into low density, sprawling development.
<b>Transportation</b>	Encourage efficient multimodal transportation systems that reduce greenhouse gas emissions and vehicle miles traveled.
<b>Housing</b>	Plan for and accommodate housing that is affordable to every economic segment of the population by promoting a variety of housing types and densities and encouraging preservation of the existing housing stock.
<b>Economic Development</b>	Encourage economic development throughout the state by promoting economic opportunities for all citizens, supporting retention and expansion of local businesses, and encourage growth in areas experiencing insufficient economic growth.
<b>Property Rights</b>	Private property shall not be taken for public use without just compensation having been made.
<b>Permits</b>	Applications should be processed in a timely and fair manner to ensure predictability.
<b>Natural Resource Industries</b>	Maintain and enhance natural resource-based industries, such as fishing, timber, or agriculture.
<b>Open Space and Recreation</b>	Retain open space, enhance recreational opportunities and accessibility, and preserve fish and wildlife habitats.
<b>Environment</b>	Protect the environment and enhance the state's high quality of life, including air and water quality, and the availability of water.
<b>Citizen Participate and Coordination</b>	Encourage the involvement of citizens in planning activities, including the Comprehensive Plan. Coordinate with adjacent jurisdictions and agencies to reconcile shared issues or conflicts.
<b>Public Facilities and Services</b>	Ensure that those public facilities and services necessary to support concurrent development shall be adequate.
<b>Historic Preservation</b>	Identify and encourage preservation of lands, sites, and structures with archeological or historic significance.
<b>Climate Change and Resiliency</b>	Ensure that comprehensive plans, development regulations, and regional policies, plans, and strategies adapt to and mitigate the effects of a changing climate.
<b>Shoreline Management</b>	Maintain alignment between the Comprehensive Plan and the Shoreline Management Plan.

## Who implements the GMA?

The Washington State Department of Commerce (Commerce) implements the GMA and is the primary contact for all local governments required to “fully plan” under the GMA. “Fully planning” counties make up about 95% of the state's population<sup>4</sup>. Based on the requirements in [RCW 36.70A.040](#), the City of Algona is required to “fully plan” under the GMA, meaning the City is required to develop and maintain a Comprehensive Plan that meets the requirements of [RCW 36.70A.070](#).

In accordance with the GMA, the City of Algona implements and utilizes the Comprehensive Plan as its focal point for local long-range planning. The GMA requires that the Plan contains a vision statement, goals, objectives, policies, and implementation actions for the purpose of strategic decision-making in the short term and into the future.<sup>5</sup>

Figure 2: GMA Planning Counties and Cities



<sup>4</sup> [MSRC, 2023](#).

<sup>5</sup> [MSRC, 2023](#).



Implementation is a key component of the GMA because it provides the methodological steps to achieve the goals and policies of the plan. The goals, policies, and overall objectives of the Comprehensive Plan cannot be achieved without a thorough and realistic implementation plan. Implementation plans consider how a community's current or projected zoning, development regulations, capital spending, and non-capital spending should be adjusted to administer goals and policies successfully.

For example, policies towards affordable housing and accessible transportation should be aligned with the Capital Improvement Plan and municipal development regulations to ensure adequate budget is available to build new accessible infrastructure, and that development regulations allow enough flexibility to facilitate high-density development near that accessible infrastructure.

Successful implementation of the Comprehensive Plan relies on the conformity of a local government's regulations, procedures, and capital budget decisions for the purpose of consistent decision-making ([RCW 36.70A.120](#))<sup>6</sup>.

## Regional Planning

### PSRC Planning Requirements

Algona is located within the jurisdiction of a regional planning organization, known as Puget Sound Regional Council (PSRC). The PSRC is a regional planning organization with the goal of ensuring regional consistency in infrastructural investments, policies, and major economic and political decision making. PSRC develops regional plans, goals, and policies that are intended to meet a regional vision for the future.

The GMA requires counties with populations of 450,000 or greater with contiguous urban areas to adopt Multi-County Planning Policies (MPPs) ([RCW 36.70A.210\(7\)](#)). Multi-county planning coordinates growth strategies both laterally (between local jurisdictions) and vertically (in conjunction with county, tribal, regional, and state bodies). This coordination ensures regulatory consistency between local and county plans (as required in [RCW 36.71A.100](#)) and ultimately brings jurisdictions together to simultaneously implement directed regulations across the state. The PSRC is the regulatory body that administers MPP's that Algona's local comprehensive plan must align with as shown in **Figure 3**.



*Shown Left: The PSRC in 2023 developed a series of webinars titled Passport to 2044, which was aimed to help jurisdictions within the regional planning area prepare for the 2024 Comprehensive Plan periodic update process policies. Graphic by: PSRC.*

<sup>6</sup> [MSRC, 2023](#).

## PSRC VISION 2050

In 2020, PSRC adopted [VISION 2050](#), which is a long-range plan that provides multi-county planning policies, actions, and a regional growth strategy for the Central Puget Sound Region including King, Kitsap, Pierce, and Snohomish County. VISION 2050 articulates the region's vision for accommodating growth while aligning with regionally shared values of environmental sustainability, social equity, and efficient growth management that maximizes economic strength and mobility. By the year 2050, it is projected that an additional 1.5 million people will call the Central Puget Sound Region their home, raising the total population to 5.8 million people. Additionally, 1.1 million more jobs are anticipated by 2050. Ultimately, VISION 2050 will help navigate this region's cities through planning for and accommodating this shared vision. More information on PSRC regional plans is located below, under *Regional Considerations and Certification*.

Policies and strategies outlined in the plan were selected based on these shared goals:

1. Increase housing choices and affordability;
2. Provide opportunities for all;
3. Sustain a strong economy;
4. Significantly reduce greenhouse gas emissions;
5. Keep the region moving;
6. Restore Puget Sound health;
7. Protect a network of open space;
8. Growth in centers and near transit; and
9. Act collaboratively and support local efforts.

**Figure 3: Regional Policy Consistency**



Figure 3 is a graphic prepared by PSRC that describes how state and regional agencies influence Algona's Comprehensive Plan goals and policies.

## King County's Countywide Planning Policies

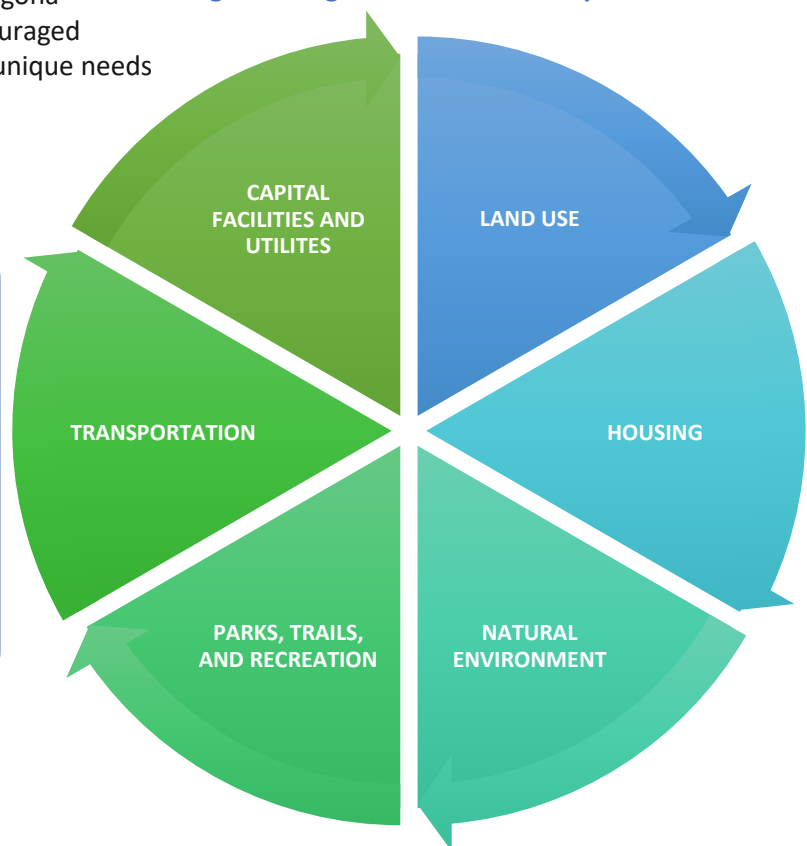
In addition to MPPs developed by PSRC, Countywide Planning Policies (CPPs) are also required by the GMA. Intended to share a similar purpose to MPPs, CPPs establish a shared approach between local, tribal, and transit agencies within a singular county. The most recent major update to [King County's Countywide Planning Policies](#) took place in 2021 in advance of the 2024 periodic update. The CPP's were then amended again in 2022 and 2023. The newest updates for the 2021 CPPs reflect new priorities in addressing equity and social justice.

The King County CPPs are intended to create a coordinated approach for growth management planning for King County jurisdictions in accordance with [RCW 36.70A.210](#). The CPPs were established with oversight of the Growth Management Planning Council, a body composed of elected county and city officials. This body makes recommendations which are then voted on for adoption by the King County Council.

Separately from Washington State and the PSRC, King County also prepares regional economic planning goals and works collaboratively with Algonia for implementation. As described above, the PSRC crafts economic goals and policies that Snohomish, King, Kitsap, and Pierce Counties must align with in order to achieve the regional vision for the interconnected economy of the Puget Sound. King County, on the other hand, creates goals and policies that align with PSRC but are more specific to the needs of the county as depicted in **Figure 3**. Algonia must also ensure that adopted economic goals align with the vision for King County's economy.

While PSRC and King County play a role in how Algonia determines its goals and policies, the City is encouraged to tailor Algonia's economic policies to meet the unique needs and appropriately leverage public interests and investments.

**Figure 4: Algonia's Elemental Chapters**



### The Plan's Structure

In accordance with the requirements of the RCW 36.70A.070, the City of Algonia Comprehensive Plan is composed of six primary elemental chapters as shown in **Figure 4** and described in **Figure 5**.

Goals and policies for each element are located at the end of each chapter. Appendices and supporting documents are included at the end of the Comprehensive Plan.



**Figure 5: Comprehensive Plan Elements**

**1. LAND USE:** Designates the distribution and extent of uses throughout the planning area, including housing, business, industrial, parks, natural environment, and natural resources lands.

**2. HOUSING:** Planning for housing ensures the vitality and character of residential areas.

**3. NATURAL ENVIRONMENT:** Inventories critical areas and identifies actions to protect and preserve natural resources and the environment.

**4. PARKS, TRAILS, AND RECREATION:** Parks planning requires a facilities inventory, demand prediction, and strategy to meet future parks needs. Recreation planning evaluates recreational needs.

**5. TRANSPORTATION:** Transportation planning evaluates the impacts of future land use goals on transportation facilities and creates future transportation strategies.

**6. CAPITAL FACILITIES AND UTILITIES:** This element plans to address the gap in capital facilities between present conditions and anticipated future demand. Additionally, the chapter consists of the location and capacity of existing and needed utility locations.

## The Comprehensive Planning Process

The Algona Comprehensive Plan update began in mid-2021 and was adopted on XXX \_\_\_, 2024. This multi-year effort consisted of public engagement, local stakeholder engagement, and workshops with the Planning Commission, the Mayor, and City Council. The Plan is implemented as a 20-year guide to direct and accommodate growth until the next periodic update is due in 2034. **Figure 6** describes the general comprehensive planning process taken for the 2024 periodic update, which includes four primary phases of the project. Details on each step of the process are described further below.

**Figure 6: Planning Process**



### Step 1: Public Engagement

The Comprehensive Plan Planning Process began with public outreach, visioning, and engagement. Public input and engagement are vital to the achieving an inclusive planning process. The City launched a focused outreach campaign to understand current priorities and needs for the community between mid-2021 through early 2024. Public feedback influenced Algona's selection and prioritization of goals, policies, and actions. Community feedback generated within the survey, stakeholder meeting, and community events, and the Planning Cafe is located within *Appendix J: Public Engagement Summary*. Several outreach methods were utilized to maximize engagement in the Comprehensive Plan process, including:

- An online community survey, open from July 1, 2023 to February 20, 2024
- A supplementary youth survey, distributed at 2023 Algona Days and 2023 Pumpkin Launch
- Community Newsletters
- Informational displays and planning activity booth at five (5) local civic events
  - 2022 Algona Days
  - 2023 Algona Days
  - 2023 Pumpkin Launch
  - 2023 Tree Lighting
  - 2024 Adults Night Out for Valentine's Day
- One (1) stakeholder meeting with local developers
- One (1) public Planning Café
- Planning Commission
- City Council Public Hearings
- City Website and Facebook Group updates on the planning process

## Step 2: Technical Review

While the public engagement process is a critical component of the comprehensive planning process, it is one side of the coin used to evaluate how growth should be accommodated. The City performs a series of technical analyses to understand the current needs of residents while estimating the future demand on services, infrastructure, and uses based on anticipated population, housing, and job growth.

City staff take on a portion of the technical analysis required to update each element. The City hires some consultants to help with more precise analytics, such as the *Traffic Demand Report* in *Appendix F* and the *Housing Needs Assessment* in *Appendix H*.

Additionally, the Plan must be aligned with the GMA and policies from PSRC and King County, which require an assessment of the 2015 Algona Comprehensive Plan policies to identify changes or policy gaps that must be addressed in the 2024 periodic update. The appendix contains a number of consistency documentation, including *Appendix B: Commerce Periodic Checklist*, *Appendix C: Policy Gap Analysis*, and *Appendix M: PSRC Certification Checklist* documenting how this Plan meets state and regional planning requirements.

## Step 3: Evaluation

Key city stakeholders in the Comprehensive Planning process include the Planning Commission, City Council, and the Mayor. These members of City Staff are responsible for evaluating community feedback, implementing community-identified priorities, and amending existing Comprehensive Plan goals and policies with new goals and policies that meet the current and projected needs of the community.

The internal city evaluation process is conducted throughout the Comprehensive Plan update and is repeated to ensure sufficient review of technical plans, chapter updates, and proposed actions. The primary goal of City Staff Comprehensive Plan evaluation is to ensure legislative decisions are aligned with overall community goals:

**1. Staff Collaboration with the Mayor**

City Staff will collaborate with the City Mayor to drive the process of the Comprehensive Plan update. The Mayor will work alongside City Council to review technical reviews, citizen comments, and proposed Plan or code updates. The Mayor and City Council are responsible for approving or declining proposed amendments to the Comprehensive Plan during annual or periodic update schedules.

**3. Planning Commission**

The Planning Commission manages the City's open dialogue with public participants and leads community workshops related to the Comprehensive Plan. The Planning Commission will organize all community feedback and present community identified priorities and concerns to the City Council.

**2. Community Survey/Engagement Results**

An online and in-person survey was made available to the public to comment on various comprehensive planning topics. The City used this survey to inform community prioritized amendments to the 2024 Comprehensive Plan.

**4. City Council Review/Adoption**

The City Council is composed of a City Mayor and City Council members, elected by City residents, to conduct legislative decision making on behalf of the community. The City Council is responsible for making decisions on policies that will ultimately shape the outcomes of the community. City Council will hold a Public Hearing to review all findings and recommendations submitted by the Planning Commission to make a final decision on adoption of the Comprehensive Plan.

**Step 4: Implementation**

The City of Algona will be implementing the goals and policies of the Comprehensive Plan through a package of technical, specialized plans and updates. These plans and updates are as follows:

**1. Transportation Improvement Plan**

Each metropolitan planning jurisdiction is required to develop a Transportation Improvement Plan (TIP). The TIP includes a list of projected transportation projects aimed to improve transportation infrastructure, such as public roadways, sidewalks, and bicycle lanes. The TIP is required to include capital and non-capital surface transportation projects, bicycle, and pedestrian facilities (multi-modal plan), freight system improvements, and Level of Service standards for all inventoried infrastructure. The Algona Transportation Improvement Plan is available in *Appendix N*.

**2. Capital Improvement Plan**

A Capital Improvement Plan (CIP) identifies funding, descriptions, timelines, and locations for capital improvement projects over a 6-year and 20-year period. Capital improvement projects are generally listed by priority and sector and are financed through the jurisdiction's capital budget. The primary purpose of a CIP is to establish a financial plan for preserving and improving

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community's major infrastructure (i.e. roads, stormwater, utilities, and other facilities). The Algona Capital Improvement Plan is available in *Appendix D*.

### 3. Implementation Plan

An Implementation Plan identifies strategic steps to execute an action, or a series of actions and projects. The Implementation Plan breaks down project logistics, including but not limited to (1) timeline, (2) level of effort, (3) team responsibilities, (4) success criteria, and (5) performance measures. Implementation Plans are often informed by the results of technical plans, such as the TIP and CIP. Overall, Implementation Plans allow jurisdictions to strategically plan for and allocate required resources ahead of time to achieve desired goals. The Implementation Plan is available in *Appendix K*.

### 4. Code Updates

As discussed throughout various chapters of the Comprehensive Plan, the City will perform a series of municipal code updates between 2024 and the first half of 2025 in order to meet GMA requirements, legislative changes, and changes driven by analysis. Code updates triggered through the Comprehensive Plan update are required to be adopted by June, 2025 and are detailed in the implementation plan, in *Appendix K*.

## Algona's Vision for 2044

### What is a Vision Statement?

The vision statement (Vision) of a Comprehensive Plan is a set of community-identified values that represent the aspirations, priorities, and improvements to be implemented in city planning. It is both a continuous process and a declaration. The Vision ensures decision-making remains consistent with the broader long-range goals of the community, and changes to community Vision are subsequently trickled down into annual and periodic amendments of the Plan's goals and policies, as the City deems appropriate.

The Algona vision statement is a combination of results from the visioning exercise completed by the Planning Commission and the City Council. The City identified what values were elemental in founding every goal, policy, and implementation action included in the Comprehensive Plan. These values are more cross-connected than a regulatory element and are intended to be implemented across the Plan to foster community-oriented neighborhoods, a balanced economy and housing market, and accessible, clean, and green environments. A visual copy of the Vision is located in **Figure 7**.

### 2044 Algona Vision Statement

Algona is committed to positive community changes that promote livability, quality development, and convenience within a rural, small-town setting. Algona values providing a high-quality lifestyle within a rural atmosphere where homeowners know their neighbors, support local businesses, and are in touch with the built and natural community.

**Community Oriented**

The City recognizes the rich social connections sustaining the community and its quality of life. The City of Algona should continue to foster social opportunities through community events and will create more opportunities for active recreation by developing public spaces and parks. The enjoyment and educational value of such activities is enhanced by a diversity of activities suitable to variety of ages, abilities, and identities.

**Efficient Algona**

A livable community is a thoughtful and functional community. Algona will continue to work with local, regional, and state agencies to provide excellence in services, infrastructure, and problem solving. Algona will utilize available funding and grant programs to enhance key issues important to the community, such as flooding, sidewalks, and the natural environment.

**Blossoming Economy**

Citizens cherish local businesses that provide services and goods that enhance the convenience of living in a small town and support the growth of the community. Algona strives for a vibrantly healthy local economy by providing a predictable development atmosphere, emphasize diversity in the range of goods and services and ensure that as the economy changes, employment opportunities are balanced with a range of housing opportunities.

**Equity and Inclusion**

Community is built by people, and Algona will work in tandem with citizens to assemble a city that people of all background that can thrive in. Algona shall provide ample opportunities for public engagement of public and private involvement in development, city operations, and community traditions or celebrations.

**One Community**

The city will provide clear communication on a variety of platforms to encourage participation, volunteerism, and activism. The city will continue to practice mindful policy making, enhancing the quality and availability infrastructure for all abilities, and listening to the needs of our citizens.

**Environmental Stewardship**

Algona supports implementing a culture of environmental advocacy through education, volunteerism, conservation, and preservation. The city is committed to preserving natural open space and conserving parks and trails for the public's enjoyment. The city is dedicated to conserving resources to curb Algona's environmental impacts.

Figure 7: Algona 2024 Vision Statement Graphic





## An Overview of Algona

### Indigenous Peoples and Colonization

The Puyallup, Muckleshoot, Duwamish, Cayuse, Umatilla, and Walla Walla nations inhabited the area where Algona now sits for at least twelve thousand years, also referred to as time immemorial. Nations of this land, now known as the Puget Sound region, held unique and extensive economic and cultural networks and spoke dialects of the Puget Sound Salish language.<sup>7</sup> After European colonization, the United States Homestead Act of 1862 permitted settlers to claim land throughout the Western United States, which brought settlers to the northwest area throughout the second half of the 1800s.<sup>8</sup> Disease, violence, and war was brought by colonization and settler inhabitation devastating the sovereign nations, displacing communities, and suppressing cultural practices. Some sovereign nation peoples remain in the Pacific Northwest as does their culture and the lingering generational impacts of colonization. The City of Algona acknowledges that it is built on the native land of sovereign nations.



*Shown above are some of the earliest photographs available of Algona's early days as an agricultural-based community. Photos from the King County Library Digital Historic Archives.*

### A Valley of Flowers

Algona was originally called Valley City in 1907. After notification from Washington D.C. that there was already a city in eastern Washington called Valley City, a town resident, Mr. Petrie, suggested the name "Algoma", which refers to an indigenous name meaning "Valley of Flowers"<sup>9</sup>. The name Algoma was submitted to the Post Office, but somehow the name "Algona" was substituted. The name Algona was thereafter adopted by the community's residents. It was around this time that Algona experienced changes from national events, regional patterns, and local trends. **Figure 8** visually describes the City's timeline and history of the area that is now called Algona.

### A Diverse Community

Agriculture and a strong sense of community considerably influenced Algona's formation. The early community was settled by a mix of predominantly Euro-American, Japanese, and Filipino settlers. William Hart is one of the first recorded Euro-American settlers to buy land in the White River Valley area. Hart and his father homesteaded 600 acres in 1872.<sup>4</sup> His description of the land, "tall timber and

<sup>7</sup> ["Native Americans of Puget Sound — A Brief History of the First People and Their Cultures"](#). History Link. Watson, Kenneth (1999).

<sup>8</sup> [Center for the Study of the Pacific Northwest. \(n.d.\). Introduction.](#) The University of Washington.

<sup>9</sup> ["Algona History"](#): City of Algona Website (2023)



lots of bears”, describes the natural resources attractive to settlers at the time. Many other early Euro-American families owned multiacre homesteads to sustain private farms. Some of the families found in early land purchase and sale records include the following.<sup>4</sup>

- William H. Wood (August 10, 1874)
- L. S. Rogers (March 1, 1875)
- Lynus J. Burr (October 20, 1882)
- Thomas J. Lenover (October 20, 1882)
- Gideon A. Weed (May 25, 1883)
- Lieutenant William Guthrie Latimer (May 25, 1883)
- Dayton and Bessie Hillmann (1906)

By 1900 there were more than 5,000 people of Japanese ancestry living in the state, with some settling in the White River Valley area beginning around 1892.<sup>4</sup> Japanese settlers in the region worked as laborers on railroads, sawmills, and canneries. Many worked as farmers in Algona. Some of the first known Japanese settlers in Algona include the following families:

- Toichi and Mitsuno Okura (1907)
- Tomota and Jho Namba (1909)
- Fukutaro and Toku Norikane (1930)

Filipinos began moving to the White River Valley area to pursue education and employment opportunities in the late 1920s and early 1930s.<sup>10</sup> Dionicio J. Cristobal is described in a 1976 interview as being the first Filipino to buy land in Algona. Cristobal paid in installments for 18 acres of land in 1943 and operated a farm during WWII. Cristobal later served on the Algona City Council in 1965 and 1966, marking one of the first Filipino Americans to hold such a position in Washington State<sup>4</sup>. Some of the first known Filipino settlers in Algona also include the following families (settlement dates unknown):

- Eulalia M. Augustus
- Fidel Askacio
- Y. De La Cruz
- Alyandro Glava
- F. Raquarin
- Thomas P. Respicio

Large farming operations, often owned and operated by Filipino and Japanese residents, grew fields of beans, peas, rhubarb, celery, lettuce, cabbage, raspberries, and strawberries<sup>11</sup>. Cultivated produce was sold in markets in Seattle and Tacoma. Fruits and vegetables were also hauled to a processing plant in Kent where vegetables were canned and cabbage was turned into Kraut<sup>5</sup>. While farming operations were mostly successful, these racial groups often faced additional hardships such as discrimination, prejudice, not being eligible for citizenship, and being barred from owning property by alien land laws<sup>12</sup>. In the face of these challenges, these families still married, started families, and continued their businesses.

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<sup>10</sup> “Algona — Thumbnail History”. History Link. Givens, Linda (2015).

<sup>11</sup> “Algona History”: City of Algona Website (2023).

<sup>12</sup> “Algona — Thumbnail History”. History Link. Givens, Linda (2015).

During WWII, President Franklin D. Roosevelt passed Executive Order 9066, which incarcerated people of Japanese descent in isolated camps from 1942 to 1945<sup>13</sup>. Japanese Americans in Algona were sent to detention camps and lost their farms and constitutional rights as a result. Attitudes toward local Filipino residents also changed due to national misinformation, discrimination, and fearmongering towards non-white people. Algona acknowledges the injustice of historic actions and strives to create and sustain an equitable, anti-racist community.

### Infrastructure and Economic Development

Development of the City's economic base and public infrastructure stems from a series of events occurring over the 20<sup>th</sup> century. The following events are recognized as key components of establishing the foundation for today's city facilities and services:

**Plats:** The area was platted in 1906 by C.D. Hillmann in 40' by 200' lots, providing pioneers and settlers with an organized land purchase system<sup>5</sup>. The development of neighborhoods encouraged the establishment of more families, workers, and their associated trades.

**Interurban Railway:** A recorded easement in 1901 for right-of-way serving the Interurban Railway between Seattle and Tacoma was the first indicator of the community's connection to the increasingly growing outer region of greater Seattle<sup>14</sup>.

**Community Club:** The population of Algona reached 1,000 by 1925 when the town formally established a school and multiple small businesses. The Community Club was later in the 1920s formed to help support public facilities and social activities, bring business owners together, and encourage building community identity<sup>15</sup>.

**Water System and District:** Temporary wooden pipes installed by the Inter-City Water District of Tacoma in the 1940s provided the first water system in Algona. Due to poor water protection and no fire protection, an official Water District was formed in 1959 with an arrangement to get water from the City of Auburn.<sup>9</sup>

**Algona Boulevard and State Route 167:** In 1965, local roadways became congested after a Boeing Company fabrication plant opened in Auburn. In response, Algona Boulevard was developed and State Route 167, the state highway traversing Algona, was extended to Tacoma.<sup>9</sup>

**Public Facilities:** In 1973, AlPac Elementary was built on Milwaukee Boulevard after the closure of the historic Algona Elementary School. In 1975, the old school building was renovated to house the Algona City Hall, Police Department, and Public Library. During this time, the Algona City Park was renamed John Matchett Memorial Park in honor of the long-standing Mayor<sup>9</sup>.

<sup>13</sup> "Japanese Internment Camps". History.com Editors (Updated 2021).

<sup>14</sup> "Algona History": City of Algona Website (2023).

<sup>15</sup> "Algona — Thumbnail History". History Link. Givens, Linda (2015).

**Commercial and Manufacturing:** The population of Algona reached 1,467 in 1980, spurring the development of major businesses in the City, including Tharco Manufacturing Plant, Dyna Craft, and AccuDuct. Tim's Cascade Style Potato Chips opened in Auburn in 1986. In 2015, they opened a processing facility in Algona<sup>9</sup>.

**Algona Day Festivities:** The “Algona Day Festivities” became a vibrant community celebration in the 1980’s. Started in 1983, Algona Days held the first successful 10 K. Swamp Romp in 1985 and in 1987, the City of Algona took part in the Seattle Seafair by entering a float in the Seafair Parade<sup>9</sup>.

### City Incorporation

The City of Algona became incorporated (receiving a charter from the State) in 1955.<sup>8</sup> Ward Thomas became the first Mayor of Algona in 1965<sup>9</sup>. Ora Thompson, Ed Solak, Herbert Yandell, Herman English, and Art Springer served as the first City Council<sup>9</sup>. Leadership of the City in the 20<sup>th</sup> century passed through many hands, including Mayor John Matchett, William Larson, Hardin Bailey, August Shuman, and Richard Waffle.<sup>9</sup> Many of these leaders were responsible for substantial community progress such as opening new schools and parks, supporting improvements of frontage roads, and informing residents of local activities and events. The Algona Economic Development Corporation, established in the 1980s, also helped develop the community by obtaining tax-exempt financing for businesses that created environmentally clean industries<sup>16</sup>. Troy Linnell is the currently elected Mayor of Algona and is supported by the elected City Council, which includes William Thomas, Lynda Osborn, Timothy J. Fairley, Gordon Cook, and David White<sup>17</sup>.

Since incorporation, the City has adopted two Comprehensive Plans (2005 and 2015) and a 2023 Housing Action Plan to meet the identified needs of the community such as affordable and diverse housing, transportation infrastructure, economic and job development, and preservation of natural areas. As the community continues to grow and change, Algona aims to retain the City’s strong sense of community through acknowledgment of the past and strategic actions to obtain an inclusive and equitable future.



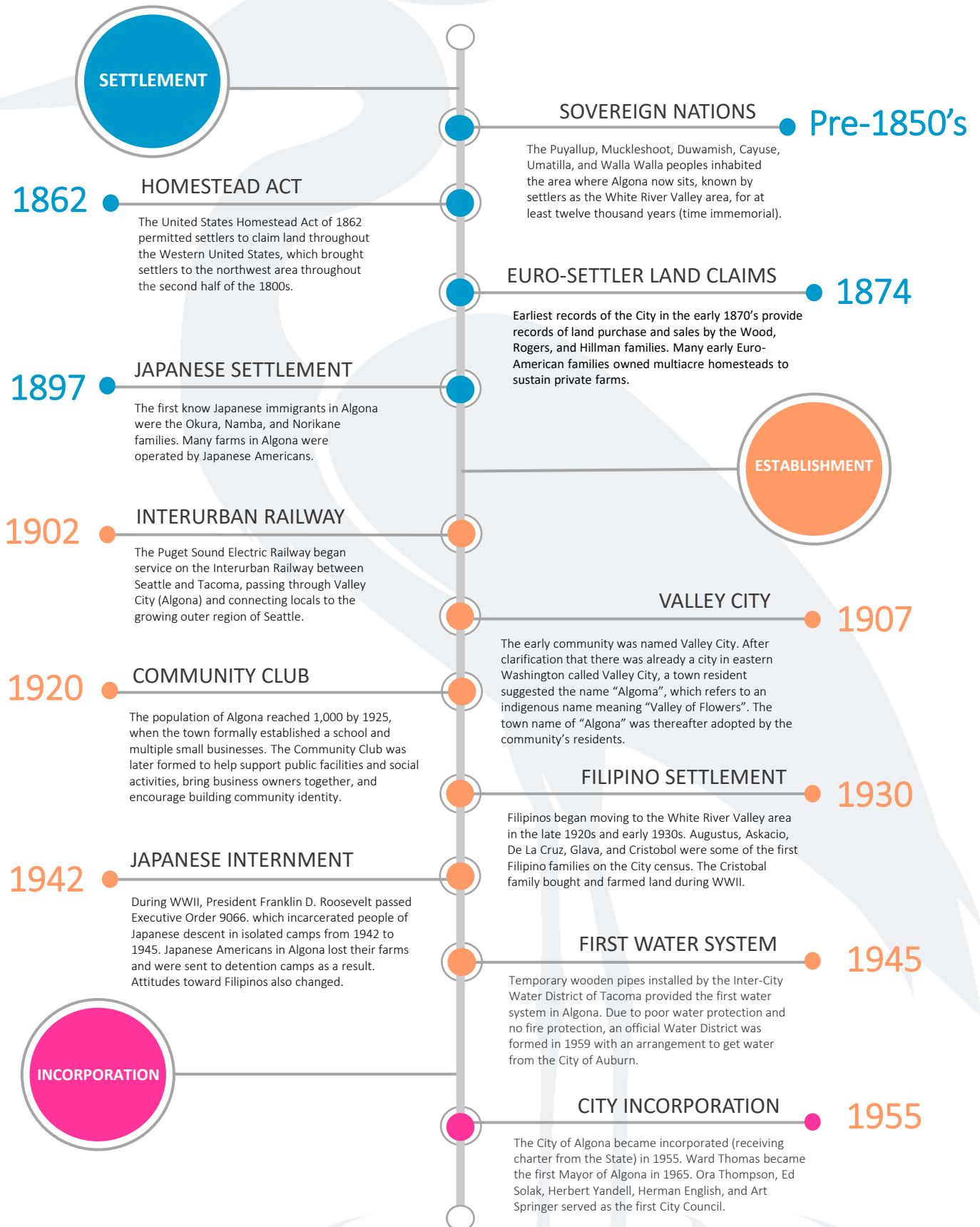
*Algona City Hall. Photo by Betty Padgett.*

<sup>16</sup> “Algona — Thumbnail History”. History Link. Givens, Linda (2015).

<sup>17</sup> “Welcome to Algona”. City of Algona Website (2023).

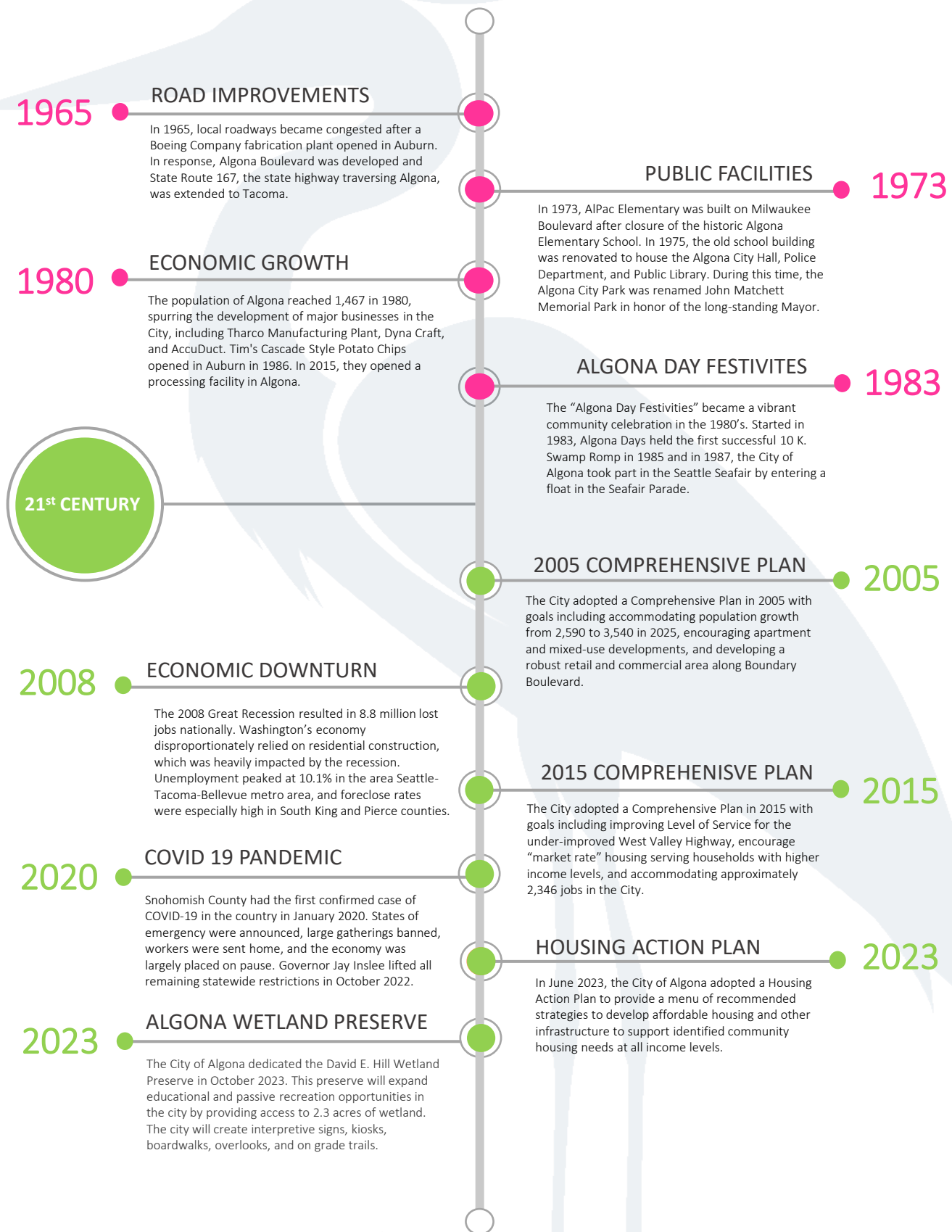
# Algona HISTORICAL TIMELINE

Section 9, ItemA.



# Algona HISTORICAL TIMELINE

Section 9, Item A.



## Regional Consistency and Conformity

### PSRC Transportation 2050

The values and strategies incorporated in *VISION 2050* are directly translated into PSRC's Regional Transportation Plan (RTP). The RTP is a long-range transportation plan designed to support *VISION 2050* and implement its transportation related MPPs. The plan articulates the financial strategies and policies necessary to develop transportation networks that are safe, efficient, and sustainable. The goals of the *Regional Economic Stratgy* focus on eight major challenges experienced in the Puget Sound:

#### 1. Climate

The decarbonization of the transportation system is identified as a critical component of the RTP. Two goals have been set: a 50% reduction below 1990 levels of greenhouse gases by 2030, and a 83% reduction below 1990 levels by 2050.

#### 2. Access to Transit

Increasing access to transit systems is as important as creating transportation networks which provide access to jobs, schools, and services. Improving the safety of transportation systems to all users is increasingly critical as the demand on transportation system continues to grow: transit ridership will triple by 2050.

#### 3. Equity

Applying an equity focus demands that the regions most vulnerable populations are included future transit development. The TRP finds that areas with higher concentrations of people of color and people with low incomes will have more acces to high-capacity transit compared to the regional average.

#### 4. Safety

The TRP takes steps to impliment the state's goal of zero transportation deaths or serious injuries. This will be executed thorough safer system design, better maintenance, and timely replacement of critical infastructure like bridges and ferries.

#### 5. Mobility

As the region continues to grow, the TRP seeks to lower current and future congestion. Increasing access to transportation, increasing transportation capacity, and increasing the transportation choices available should result in a 15% delay reduction from current conditions, and average household vehicle miles traveled should be reduced by 23%.

### How do jurisdictions work together?

Regional implementation of the RTP is dependent upon local jurisdiction and transit operator collaboration. PSRC provides a number of tools to assist jurisdictions in aligning their transportation elements both laterally and vertically. As the regional certifier of local, county, and transit agency long-range plans, PSRC establishes a process for reviewing these plans. The PSRC certification process ensures that local jurisdictions conform to state GMA requirements, are consistent with the regional transportation plan, and are consistent with the MPPs.



## 6. Local Needs and Future Visioning

The RTP was developed with a set of data resources developed to help forecast the needs of the transportation system through the scope of the plan. The plan was developed with the vision of what the needs of the transportation system are both now and in the future.

The RTP is updated every four years to help with the continued identification and refinement of transportation projects. As the regional metropolitan transportation authority, the PSRC has the unique privilege of stimulating project implementation through its coordination. As new concepts and paradigms in transportation arise, PSRC has the capacity to work with member cities and counties to develop solutions for implementation. Additionally, PSRC has the responsibility for distributing transportation project related federal funds through an evaluative framework. The evaluative framework is reviewed and refined as part of the RTP update process. Parameters for transportation funds include projects that serve regional growth for manufacturing/ industrial centers and locally identified centers.

To fulfill the necessary requirements for certification, implementation of the RTP will take place within Algona's *Transportation* element. The *Transportation* element defines the planning, investment, and operation of transportation infrastructure within and for Algona. The goals and policies selected in the transportation element reflect the shared strategies of the RTP while staying true to Algona community values.

### PSRC Regional Economic Strategy

The Puget Sound region plans for economic development collaboratively through the Puget Sound Regional Council (PSRC). PSRC developed the *Regional Economic Strategy*<sup>4</sup> in 2021 to provide a roadmap for the region to build a resilient, equitable economic future. The *Regional Economic Strategy* focuses on key regional weaknesses or threats impacting the Puget Sound and recommends strategies to address these concerns. While Algona is not required to align with this plan, there are regional weaknesses that residents may be experiencing that are being considered. The goals of the *Regional Economic Strategy* focus on eight major challenges experienced in the Puget Sound:

#### 1. Equity



A local favorite, Tacos El Tajin, along 1<sup>st</sup> Avenue North grants residents the opportunity to enjoy nachos with a stunning view of Mount Rainier. Photo by Betty Padgett.

There are historic economic inequities that are experienced by the region's Black, Indigenous, and people of color (BIPOC) populations that can impact their opportunities and outcomes, such as income, generational wealth, unemployment risk, education, and business ownership levels.

## 2. Health

A healthy workforce is critical to the success and growth of the economy. The PSRC describes that enhanced infrastructure planning is needed to improve public health, reduce health care costs, and reduce impacts of lost productivity.

## 3. Childcare

The availability of childcare impacts the ability for the labor force to work. Childcare is a critical infrastructure needed to sustain the workforce and impacts the overall performance of the region's economy. A lack of access to affordable childcare keeps approximately 133,000 parents out of the Washington labor force and specifically impacts working mothers and low income families. It is estimated that a lack of childcare has resulted in a loss of approximately 14.7 billion in personal earnings, \$34.8 billion in gross state product, and over \$1 billion in annual tax revenue<sup>5</sup>.

## 4. Job Distribution

The distribution of jobs has been shaken by the COVID-19 pandemic and created uncertainty around where people will live and work in the future as the workforce transitions to permanent remote accommodations. If the job distribution changes as work from home or remote employment becomes more popular, there are both opportunities and challenges with adapting existing communities to expand or reduce their economic base.

## 5. Broadband

One result of the COVID-19 pandemic was a heightened demand for broadband services across the region to accommodate online education and work from home trends. Access to broadband is not equitable throughout the community and creates opportunity barriers for households for education and employment.

"The region has a prospering and sustainable regional economy by supporting businesses and job creation, investing in all people and their health, sustaining environmental quality, and creating great central places, diverse communities, and high quality of life."

-Puget Sound Regional Council Vision 2050

## 6. Housing

There is a shortage of housing available in the region because new housing development has not kept up with population growth. Additionally, prices for homes have increased at a faster rate than incomes. A lack of affordable housing options can detract new talent and businesses from coming to the region.

## 7. Business Recovery



The COVID-19 pandemic resulted in the loss of jobs and businesses, especially in tourism, travel, hospitality, arts, and cultural businesses. The impacts are still felt today from the loss of businesses large and small. Economic development funding efforts are needed to help support business recovery from the pandemic.

## 8. Industry Resilience

The Puget Sound is home to major, historic industries that have built our communities and define the region, such as trade, maritime, aerospace, and manufacturing uses. New types of industries are needed to ensure resiliency to global market changes and enhance the Puget Sound's economic competitiveness.

Addressing these challenges is no easy task and requires cooperation on a regional level to develop an equitable landscape for economic growth. There are three primary strategies that PSRC utilizing to address current economic challenges that the City must plan for:

1. **Expanding Economic Opportunities**
2. **Becoming a Global Competitor**
3. **Sustaining Quality of Life**

These three strategic directions were developed with the input from municipalities and agencies, field professionals, and input from community engagement. Strategic directions are broken down into multiple goals and policies designed to guide municipalities to expanding economic opportunities within their communities while addressing regional economic concerns.

### PSRC Regional Equity Strategy

The PSRC is developing a Regional Equity Strategy to create policies addressing systems of racial inequality. This strategy has been developed to address the unique barriers that marginalized groups encounter while creating strategies to meet the universal goals developed in VISION 2050. Similar to other PSRC efforts, this initiative looks to coordinate efforts from across jurisdictions in the Puget Sound. This strategy will create a suite of tools and resources to provide guidance to PSRC members on issues of racial equity.

The Regional Equity Strategy will lead with evaluating and creating tools addressing race, which not only has been a huge factor in marginalization, but also provides a method to develop a framework that could be approved for other marginalized groups. The strategy work plan



*Kids of all ages gather together at the table for a watermelon eating context at Algona Days 2022 festivities. Photo by Caitlin Hepworth.*

involves of stakeholder input led by the PSRC Equity Advisory Committee to understand the context. Key findings, strategy components, implementation, and strategy refinement were due to be released in 2023 but have not yet been posted. Instead, PSRC has release a series of tools, data portals, and best practice guidance on integrating equity into the comprehensive planning process. Algona has developed a Racially Disparate Impacts report as part of the comprehensive plan, see *Appendix I*.

### **STATEMENT OF CONFORMITY – PSRC VISION 2050**

Algona’s Plan is guided by the multi-county policies of Vision 2050 and other regional plans developed by the PSRC. Vision 2050 is an integrated, long-range vision for maintaining a healthy region – promoting the well- being of people and communities, economic vitality, and a healthy environment. It contains an environmental framework, regional growth strategies, policies guided by overarching goals, implementation actions, and measures to monitor progress.

Algona’s Plan achieves intended regional approach to growth while incorporating localized approaches and priorities to planning and decision-making that protect community values, enhance the livability and affordability of the community, and improves opportunities to live and work within the city. This plan is committed to meeting regional policies and the GMA while championing the community’s desires for more parks, protecting natural lands, and supporting local businesses. Algona’s plan shall ensure necessary provisions are in place to secure a robust economy, maintain a healthy environment, and support the longevity of residents who call Algona home.

The 2024 Comprehensive Plan has been updated based on current population, housing and job targets anticipated by 2044 while aligning with Vision 2050, multi-county planning policies, and King Countywide Planning Policies, and the GMA. The comprehensive plan addresses each of the policy areas in VISION 2050. Documentation of alignment with Vision 2050, regional policies, countywide policies, and the Growth Management Act are included in *Appendices B, C, K, L, and M*.



*The Community Garden is full of life at John Matchett Memorial Park. Photo by Betty Padgett.*

The comprehensive plan also addresses local implementation actions in VISION 2050, including identification of underutilized lands, higher density housing, and supporting transit and multimodal transportation. Through the growth targeting process and land capacity analysis, the City has identified the number of housing units needed to meet existing income-level gaps and overall future needs. The City acknowledges a high demand to support lower income groups by encouraging more middle and multifamily residential projects through development regulation changes, incentives, and collaboration



with adjacent jurisdictions. The City has established a number of goals and strategies to address housing affordability and inventory.

Another critical update to the 2015 Algona Comprehensive Plan is a greater emphasis on multimodal transportation, including transit. While Algona only has one transit stop within its boundaries, it is anticipated that with growth of employment and housing opportunities in the city, there will be a greater demand and need for transit and non-motorized forms of transportation. Multimodal transportation also addresses the City's need to begin tracking and reducing greenhouse gas emissions and roadway infrastructure demands. A greater emphasis on collaboration with adjacent jurisdictions, transportation authorities, and transit providers is described within the plan.

Beyond accommodating housing and planning for greater multimodal transportation, Algona continues to prioritize habitat protection, environmental health, and flood risks within the *Natural Environment* element. Algona calls for greater collaboration with partners, zoning changes for lands identified as heavily encumbered by critical areas and supporting more compact urban development within under-developed and partially developed lands.

Algona is a proud partner of PSRC and supports the implementation of the goals, policies, and actions outlined in Vision 2050 to ensure that the next generation of Puget Sound residents can continue to have high-quality of life while providing greater opportunities to live, work, shop, and enjoy the beauty of the northwest.



*City staff update the community sign at Waffle Park to keep the community informed on key days and to share special messages like the one shown above. Photo by Cyrus Oswald.*



## Chapter 10: Capital Facilities and Utilities

### *Introduction*

The *Capital Facilities and Utilities* element addresses the city's commitment towards providing a safe, consistent, and cost-effective network of publicly accessible infrastructure and services while ensuring compatibility with Algona's *Land Use* element. The intent of this element is to guide decisions in capital infrastructure and public services through 2044 by ensuring that these services are developed in respect to this vision while also guiding development concurrent with future growth.

The availability and quality of these services can have a direct impact on the quality of life for residents and the success of businesses. Such facilities include public safety, fire and emergency services, parks, streets, water, sanitary sewer, electrical systems, telecommunications and so on.

The *Capital Facilities and Utilities* element is divided into two subsections: Capital Facilities and Utilities. These two subsections are each required to be included in the comprehensive plan by the Washington State Growth Management Act. While each subsection has their own specific requirements under Washington State law, they are inherently linked and correspond to one another. Algona has combined capital facilities and utilities under one chapter because they are inherently linked by primarily being owned and operated by municipal agencies. All facilities and utilities operating in the city are described in **Figure 1 Public Services Inventory**.

In updating their comprehensive plans, cities must connect future population and job forecasts to available public services and ensure that those services can be provided. If they can't, then a city must reassess its land use plan and other policies to ensure that growth can be accommodated. (i.e., that forecasts, standards, and services are in balance). Transportation needs are assessed in Chapter 5.



*The City of Algona utilizes John Matchett Memorial Park for recreation and community events, such as the annual Pumpkin Launch.*

### Key Terms

#### **Capital Facilities:**

Any publicly owned properties used for public uses, such as but not limited to streets, roads, highways, sidewalks, street and road lighting systems, traffic signals, domestic water systems, storm and sanitary sewer systems, city buildings, fire stations, police stations, parks and recreational facilities, and schools.

#### **Utilities:**

Any privately, publicly, or cooperatively owned line, facility, or system for producing, transmitting, or distributing communications, power, electricity, light, heat, gas, oil, crude oil products, water, steam, waste, storm water not connected with highway drainage, or any other similar commodity, including any fire or police signal system or street lighting system, which directly or indirectly serves the public.

### Currently Adopted Plans

The City of Algona maintains several plans and agreements that guide its capital facility and services planning. These are adopted by reference as part of its Comprehensive Plan to ensure that the consistency requirements of the Growth Management Act are maintained. These plans, agreements and regulations are as follows:

- Resolution No. 689-02 and Water System Intertie Agreement No. 3A
- Uniform Fire Code
- International Building Code
- Puget Sound Water Quality Management Plan
- NPDES Phase II Stormwater Permit
- King Country METRO Interlocal Agreement for sewer service
- 2019 Stormwater Management Manual for Western Washington
- 2024 Flood Hazard Management Plan

In addition, the City has adopted several plans, resolutions and ordinances detailing its long-term plans for capital facilities and services, including:

- Resolution 1106-14. Six-year Transportation Improvement Program
- Zoning Codes

Algona's implementation strategy calls for future decisions to be compared with the Comprehensive Plan and these plans and regulations. Where there is a conflict, adopted plans will generally control unless decision makers determine that they need adjustment in order to meet the community's goals and vision.

Figure 1 below shows the utilities and services made public in the City of Algona. Additionally, the table shows each service provider and their regulating plan or agreement. Some private-public agreements are codified in the form of resolution or are entered into through local-agreement. Services and utilities provided in house are regulated through adopted standards and code.

**Figure 1: Public Services Inventory**

<b>Public Service/Infrastructure</b>	<b>Provider</b>	<b>Regulating Plans and Agreements</b>
City Hall	City of Algona	N/A – owned by City of Algona
Police	City of Algona	N/A – owned by City of Algona
Fire and Emergency Services	Valley Regional Fire Authority (VRFA)	Interlocal Agreement Through King County Fire District NO. 31 with VRFA
Schools	Auburn School District	N/A – operates outside of city boundaries
Library	King County Library System	N/A – operates outside of city boundaries
Parks and Recreation	City of Algona	N/A – owned by City of Algona
Stormwater	City of Algona	NPDES Phase II Stormwater Permit  2019 Stormwater Management Manual for Western Washington
Streets	City of Algona	2021 Public Works Standards
Water	City of Auburn	Resolution No. 689-02 and Water System Intertie Agreement No. 3A  Puget Sound Water Quality Management Plan
Sewer	City of Algona	King Country METRO Interlocal Agreement for sewer service
Electricity and Gas	Puget Sound Electric	



## Capital Facilities Overview

The fundamental purpose of the *Capital Facilities subsection* of the *Capital Facilities and Utilities* element is to ensure that current and future services will positively contribute towards improving the quality of life in Algona. Public facilities provided and maintained in Algona reflect the community's values and therefore have the need to be thoughtfully designed and implemented.

As the City analyzes its current infrastructure systems and their respective plans for the future, it is important to recognize the difficulty in planning for future needs while adhering to the needs of residents and business on a day-to-day basis.

Capital facilities are the basic services and infrastructure that the public sector provides to the community. Algona specifically defines capital facilities as land or structures owned by or operated for the benefit of the public use and necessity, including but not limited to public facilities as defined in RCW 36.70A.030, as amended, and may include streets, roads, highways, sidewalks, street and road lighting systems, traffic signals, domestic water systems, storm and sanitary sewer systems, parks and recreational facilities, and schools.

These services are vital to the community's health, safety, and productivity and is foundational to supporting the growth expected through 2044. Given that the services in this section are tied to expected growth, it is integral that the analysis in this section be coordinated with the land-use element to ensure that goals and policies are consistent for achieving expected growth. *Land Use* is assessed in Chapter 2.

All capital facilities planned, provided, and paid for by the City and other public entities is covered in this element, to serve as a check on the practicality of achieving other elements of the comprehensive plan. Capital expenditures from park and recreation elements are also included in the Capital Facilities element. The element must be consistent with Countywide Planning Policies from PSRC, and RCW 36.70A.070(3), and include:

1. **Policies or procedures to ensure capital budget decisions are in conformity** with the Algona Comprehensive Plan.
2. **An inventory of existing capital facilities** owned by public entities, including green infrastructure, showing the locations and capacities of existing capital facilities.
3. **A forecast of needed capital facilities** based on the land use element. The forecast of future need should be based on projected population and adopted levels of service (LOS) over the planning period.
4. **A Six-Year Plan (at-least) that will finance such capital facilities** within projected funding capacities and identify sources of public money to finance planned capital facilities. The City shall make capital budget decisions in conformity with the comprehensive plan.



5. **Proposed locations and capacities of expanded or new capital facilities** necessary for growth over the 20-year life of the comprehensive plan. Facilities needed for new growth, combined with needs for maintenance and rehabilitation of the existing systems and the need to address existing deficiencies constitutes the capital facilities demand.
6. **A policy or procedure 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 element, and financing plan within the capital facilities element are coordinated and consistent. Park and recreation facilities shall be included in the capital facilities plan element.
7. **If impact fees are collected: identification of public facilities on which money is to be spent.**

## Capital Facility Inventory & Forecasts

### 1. City Hall and Community Center

#### *Existing Facilities*

City Hall is located at 200 Washington Boulevard next to Matchett Park and the Algona Police Department. The building was completed in 2016, replacing the former city hall now used by the police department. The current building is a 10,971 square feet two-story building with the community center on the first floor and City Hall and Council Chambers on the second floor. The building is certified LEED Silver based on energy and water efficiency construction and regionally sourced materials.

#### *Proposed Facilities*

There are no current plans to expand or remodel City Hall and the Community Center. The facility is currently operating at 3,310 sf / 1,000 people and is current meeting level of service standards. The City has a target of providing at least 1,000 sf / 1,000 people and is anticipated to meet future demand in 2044.

### 2. Public Works Maintenance Building

#### *Existing Facilities*

The Public Works Maintenance building contains the supplies and equipment used by the Public Works Department to conduct site investigations, maintenance, landscaping, and other materials used throughout the year. It includes a covered parking area for service vehicles and storage.

#### *Proposed Facilities*

There are no current plans to expand or remodel the maintenance building. The current facility is 2700 sq ft in size and is anticipated to handle the projected population of 2044. This is based on the Level of Service of 579.39 sf / 1,000 people.

### 3. Police

#### *Existing Facilities*

The Algona Police Department operates out of a previously used school building adjacent to City Hall and John Matchett Memorial Park, located on 402 Warde Street in Algona. Maintenance on the building has increased since 2015 with several renovations to ventilation and communications systems. However, the need to modernize the building is an ongoing process.

The Algona Police Department has a staff of eight full-time officers including a Chief, two first-level supervisors, and five patrol officers. There are also two additional non- or limited commission employees that operate as office manager and record specialist. The following is the Police Department level of service (LOS) observed in 2010 when Algona had a population of 3,315:

- 2.7/1,000 for full time patrol staff, including Chief and Sergeant
- 3.6/1,000 for patrolmen and reserve officers
- 3.9/1,000 for uniformed staff and specialists

As of October 2023, Algona Police maintains levels of service around 2/1000 on average across all fields listed above. The Department expressed its desire to improve this number to 3/1000 on average and plans to bring on three to four new recruits in the near future. While there are no hard and fast standards for police services, surveys around the State of Washington (Municipal Research) show an average range of 1.7 – 2.3 police officers per one thousand population. Algona falls comfortably in that range.

Algona continues to hold the title of the smallest nationally accredited program in the State of Washington. Accreditation is based on meeting all 147 standards for police law enforcement services. This is an incredible point of pride for the small, dedicated police team and the City given the Department's size.

#### *Proposed Facilities*

Level of service is anticipated to remain the same for full time patrol staff, the Chief, and Sergeant. However, due to lack of space at the Police Station the anticipated number of administrative staff and specialists is anticipated to remain the same staff level as today. Ideally, Algona Police aims to increase to 13 full-time officers with a total staff of 15 as the population increases concurrently. The anticipated level of service in 2044, if Algona hits the population target of 4,660, would be:

- 2.8/1,000 for full time patrol staff, including Chief and Sergeant
- 1.5/1,000 for patrolmen and reserve officers
- .4/1,000 for uniformed staff and specialists

There are no new buildings or facilities expected to be developed between 2023 and 2044. The City will begin initial feasibility work to determine an appropriate location for a future redevelopment and rough budget for a new Police Department facility. However, there are several planned updates for the Police

Station expected for the current facility. The Department only has one locker room, so adding an additional locker room is a priority for the Department. This would also be to the benefit of adding more officers to reach LOS for the increasing Algona population. Additionally, updated security measures are needed at the existing Police Department, such as adding a sally port to safely manage people entering and exiting the facility.

Beyond building renovations, there is an emphasized need to replace vehicles in the Police Department's fleet. Vehicles have a seven-year lifespan or approximately 117,000 miles before needing to be replaced. The Department has also expressed its pivoting to an all-hybrid fleet which will reduce fuel costs and implement the City's commitment towards reducing their climate impacts and emissions. Additionally, vehicle laptops need replacement every four years and will be required in addition to new fleet vehicles.

Algona Police receives its funding out of the Algona's General Fund. Funding is expected to remain consistent with concurrent growth planned as the population grows and new businesses develop. An Asset Replacement Fund has recently been passed at City Council that will further allocate funding towards replacing public vehicles city-wide. This would reduce stress towards maintaining the seven-year lifespan.



*The City of Algona Police Station*

#### 4. Fire Protection

##### *Existing Facilities*

Fire protection services are provided by the Valley Regional Fire Authority (VRFA), which serves Algona, Pacific, and Auburn, along with King County Fire District 31. They currently operate five fire stations each serving a district within the VRFA's jurisdiction. Algona receives its service primarily from Station 38, located at 133 3rd Avenue SE in Pacific. Station 38 has a total of 5,000 square feet of space shared with the Pacific Police Department. Currently, three shifts for one captain and two firefighters, and one vehicle operate out of Station 38. Regardless of district, the whole battalion will allocate resources depending on the service needs at any given moment. Services available to Algona residents include emergency call response, fire prevention through permitting and fire inspection services, public education for school children, and social work services accessible via 911 (CARES). Over the past twenty years, there has been a consistent and continual rise in service demand. Like many fire and emergency service providers in the region, VRFA is meeting current service demands while balancing time spent towards innovating new solutions to respond to current challenges.

Fire suppression is handled through the Fire Marshal's Office which performs operations at Station 35. The Fire Marshall, along with their team of plan reviewers, are responsible for annual life-safety inspections, plan review, permit inspections through completion, and fire investigation services. Plan reviewers ensure that fire suppression systems are designed and implemented based on the most recently adopted building and fire codes. This ensures a reduced risk to properties by fire and therefore reduces fire insurance costs city-wide.

The VRFA receives its funding through a diverse portfolio of funding options. Its main funding mechanisms include a property tax levy and the voter approved Fire Benefit Charge (FBC). The property tax levy receives \$1 for each \$1,000 of assessed property value in the VRFA's jurisdiction. The FBC funding method assesses properties based on square footage, building use types, and delivery of crucial fire protection resources to structures in the service area. Therefore, equally distributing funding based on the level of need and resource requirement for each structure. The FBC was first approved in 2006 and has been approved every six-year period since. The current FBC six-year period ends in 2024 and will be voted on again. However, 2024 will be the first year that voters could choose to expand beyond six-year periods, including expanding the funding for perpetuity.

##### *Proposed Facilities*

While the VRFA does not have a level of service, the agency is looking to improve its service call times and expand its current response shed by relocating Station 38 to a more suitable location. The current facility shared with the Pacific Police Department is dilapidated and lacks space to handle the projected growth for the region. The new location is proposed at 205 5th Avenue NW in Pacific near Algona's southside border. The new location will allow increased staffing for years to come. It will also include the most modern code and standards for fire stations, adding resiliency to natural disasters and be safer for personnel. Electric emergency vehicles, such as fire engines, will also be supported by the new location.

The VRFA states that it is prepared for the oncoming future. The VRFA expects calls for emergency medical services (EMS) services will continue to grow and evolve until solutions towards drug use, mental health, and homelessness can be identified. Simultaneously, VRFA expects call volume for fire services to continue to dwindle as fire suppression systems and improved building code reduce the risk of fire as exemplified

over the last 10 to 20 years. Given this context, VRFA continues to evolve its services proactively based on forecasted need. An example of this is the CARES team currently implemented. The CARES team allows for a diversified staff of social workers to respond to calls based on the need. CARES unit specialists are suited to respond to non-emergent calls and provide alternative treatment and direct them to medical care appropriate to their needs. The team is staffed with three social workers, further increasing capacity to assist patients experiencing and battling homelessness, drugs, or mental health issues. The CARES unit is great example of how fire and emergency services are adapting to the changing need.



*Valley Regional Fire Authority operates out of Auburn, Washington.  
Photo by: Valley Regional Fire Authority*

## 5. Schools

### *Existing Facilities*

The Auburn School District No.408 encompasses a 62-mile area bridging King and Pierce Counties and serves 96,000 residents in Auburn, Algona, Pacific, Lake Tapps, and unincorporated areas of King County. The School District serves 17,000 students with a diverse ethnically, linguistically, and socio-economic diverse community.

In 2016, the community passed a \$456,000,000 bond to build two new elementary schools and replace its six aging schools. The nearest schools that serve the City of Algona include the following:

- Alpac Elementary School is located at 310 Milwaukee Blvd, Pacific, WA; it opened in 1972, had an addition and remodel in 1987, and a small renovation in 2012. The school is 49,000 square feet and



offers an administrative area and gymnasium at the front, followed by the library and classroom wings. There are 19 general and specialty classrooms, a library, an office, a health room, a workroom area, a staff lounge, and a counselor's office.

- Auburn Riverside High School is located at 501 Oravetz Road, Auburn, WA; it opened in 1992. The school is 59,940 square feet and serves grades 9th through 12th. The high school can accommodate over 1,900 students and has general classrooms, labs, art studios, a theater, a gymnasium, a swimming pool, and a library.
- Mt. Baker Middle School is at 620 37th Street SE Auburn, WA. Opened in the fall of 1994, the school is 91,300 square feet and serves grades 6th through 8th. The middle school can accommodate over 900 students, 22 standard classrooms, and specialty rooms, including science, computer rooms, and a technology lab. In 2009, two additional portable classrooms were added for a total of four portable classrooms.
- Olympic Hill Middle School is at 915 4th Street NE, Auburn, WA. Completed in the summer of 2019, it is 98,000 square feet and on 17.4 acres. The middle school can accommodate 800 students in grades 6-8 and includes general classrooms, specialty classrooms such as art, CTE, music, science, special education, gymnastics, and common support spaces.

### *Proposed Facilities*

The Auburn School District was contacted during the periodic update to collaborate on projects benefiting Algona's school-aged population. The school district was not prepared at the time of contact to discuss future improvements, level of service, and population growth through 2044. While there are no facilities located in Algona, the Auburn School District is required to separately prepare a Comprehensive Plan for the overall school district.

## **6. Green Facilities**

Green Facilities are facilities designed to reduce the impacts of the built environment on the natural environment and human health. This is primarily done through energy and resource efficiency and sustainable development practices.<sup>1</sup> These buildings may reduce pollutants, have landscaping features that reduce water consumption, or incorporate sustainable materials in construction.

City Hall is certified LEED Silver, earning 56 of the total 110 possible points. Earning silver means you achieved between 59 and 50 points. City Hall achieved LEED Silver through its application and use of sustainably sourced resources and energy efficiency,

The future South County Regional Transfer Station (SCRTS) has been designed in accordance to the rules of the Living Building Challenge. The Living Building Challenge framework incentivizes positive environmental impacts both on and around the site. SCRTS is expected to be open in 2026, and will include solar panels, sustainable construction material, natural light, and native plant landscaping.

In the future the city aims to develop more EV charging infrastructure to support an increasing number

<sup>1</sup> Environmental Protection Agency, Definition of Green Building

of electric vehicles (EVs). Funding was applied for through the State's EV Charging Grant program to design and implement EV charging facilities.

## 7. Essential Public Facilities

Beyond those facilities that are City-owned or provided through joint agreements with other communities or agencies, are "essential public facilities" or EPFs.

*Essential public facilities include those facilities that are typically difficult to site, such as airports, state education facilities and state or regional transportation facilities...state and local correctional facilities, solid waste handling facilities, and inpatient facilities including substance abuse facilities, mental health facilities, group homes, and secure community transition facilities...."*

--- RCW 3d.70A.200

Comprehensive plans and the regulations that support them must provide for EPFs. Plans or regulations cannot preclude the siting of EPFs but can set the standards for how they are reviewed or designed. This is to ensure that the facilities are compatible with the surrounding area and that their significant impacts are mitigated.

Algona has adopted the King County Countywide Planning Policies including policy DP-40:

*Plan for neighborhoods or subareas to encourage infill and redevelopment, reuse of existing buildings and underutilized lands, and provision of adequate public spaces, in a manner that enhances public health, existing community character, and mix of uses. Neighborhood and subarea planning should include equitable engagement with Black, Indigenous, and other People of Color communities; immigrants and refugees; people with low incomes; people with disabilities; and communities with language access needs.*

Algona City Code (AMC 22.44.020) provides for Essential Public Facility approval through the Conditional Use Permit process.

### *Existing Facilities*

Only one use in Algona meets the criteria as an Essential Public Facility, the Algona Transfer Station. The King County Solid Waste Division maintains the Algona Transfer Station on West Valley Highway. The facility is owned and operated by King County and is described in the County's Comprehensive Plan.

### *Proposed Facilities*

As of 2023, the South County Regional Transfer Station (SCRTS) is currently under construction just north of the existing Algona Transfer Station site. This new state of the art facility has increased capacity to collect recyclables, which is currently restricted to specific metals at the current location. The facility is being developed in accordance with the standards of the Living Building Challenge to negate environmental and social impacts. The new facility will replace the current South King County Transfer Station.

## 8. Park and Recreation Facilities

Algona is home to eight park facilities serving the population. Below is a summarized inventory of the park system, which is described further in the *Parks and Recreation Element* in Chapter 7 along with future projects and level of service.

### *Existing*

#### John Matchett Memorial Park

Matchett Park is one the largest parks within Algona and covers approximately 3.75 acres. The park is centrally located in Algona and is adjacent to City Hall and Algona Police Department. The Park has several amenities making it great for both passive and active recreation. Supported activities include baseball, softball, basketball, tennis, picnicking, and gardening. Included furnishings are restrooms, benches, playgrounds, a restroom, and a covered eating area. Several events are held here annually, which include Algona Days, Movie Night, and the Pumpkin Launch.

#### David E. Hill Wetland Preserve

Built in 2024, the David E. Hill Wetland Preserve is the city's second major park. The open space park is approximately 8.9 acres, making it the largest park in Algona. The preserve's walking trails and overlook support passive recreation options such as walking, birdwatching, and provide educational opportunities. The wetland ecology, holistic approach to local flora, and presence of stormwater infrastructure gives ample opportunity to learn about our restorative environment practices.

#### 7<sup>th</sup> Avenue Park

This small neighborhood park is located at the west end of 7<sup>th</sup> Avenue N, adjacent to State Route (SR) 167. The space is approximately 4,770 square feet and is furnished with a barbeque pit, bench, and picnic table.

#### Stanley Park

This neighborhood park located along the Northeastern portion of Stanley Avenue is approximately 5,770 square feet. It includes a swing set, bench, and one picnic table.

#### Waffle Park

This triangularly shaped small park is adjoined to the County Interurban Trail. It provides a covered resting place for trail users with a picnic shelter and tables. The park shares approximately 5,300 square feet of open space with King County.

#### 3<sup>rd</sup> Ave Pocket Park

This park is also adjacent to the Interurban Trail is the 3<sup>rd</sup> Ave Pocket Park. The park is composed of approximately 7,800 square feet of space, and includes a shelter, a barbeque pit, picnic tables and benches.

#### Stanley Tot Lot

The Stanley Tot lot is located at the intersection of Stanley Avenue and Iron Avenue. It has two picnic tables, a bench, and a playground for young children four and under.



### Interurban Trail

The Interurban Trail, also referred to as the Electric Avenue Interurban Trail, is owned and maintained by the Puget Sound Power and Light Company. The trail is part of the larger Interurban Trail system connecting several cities in southern King County along its 14.72-mile length.



*Mayor Linnell and former Mayor David Hill attend the David E Hill Wetland Preserve dedication event on a warm October day in 2023. Photo by: Betty Padgett*

### *Utilities Element Overview*

The City defines a “public utility” is a private business organization such as a public service corporation performing some public service and subject to special governmental regulations, or a governmental agency performing similar public services, the services by either of which are paid for directly by the recipients thereof. Such services shall include, but are not limited to, water supply, electric power, gas, and telecommunications. This section provides a framework for the efficient and predictable provision and siting of utility facilities and services within the city, consistent with each public service utility obligations.

The purpose of the *Utilities subsection* of the *Capital Facilities and Utilities* element is to ensure that current and future utility services are sufficiently available to accommodate the potential growth Algona will see over the next 20 years and carve out key improvement projects that are necessary to meet the needs of new residents, businesses, and government facilities. Utility investments are costly and must be proactively planned to achieve improvements in a time effective manner. The element must be consistent with RCW 36.70A.070(4), and include:

- 1. An inventory of existing utilities** owned by public or private entities.
- 2. A forecast of needed utilities** based on the land use element. The forecast of future need should be based on projected population and adopted levels of service (LOS) over the planning period for publicly operated utility providers.
- 3. Proposed locations and capacities of expanded or new capital facilities** necessary for growth over the 20-year life of the comprehensive plan. Facilities and infrastructure needed for new growth, combined with needs for maintenance and rehabilitation of the existing systems and the need to address existing deficiencies in the utility system.
- 4. Goals and policies** that demonstrate adherence to County and regional policies.

## Utility Inventory & Forecasts

### 1. Potable Water Supply

#### *Existing Facilities*

The City of Algona purchases its water wholesale from the City of Auburn Water Department, and as such Auburn is responsible for determining how they will meet water capacity for all their current customers and anticipated customers by 2044. Between 2009 and 2014 Algona received on average approximately 330,000 gallons of water per day, which is the equivalent of 5 percent of Auburn's total daily water consumption. Auburn's water is primarily sourced through the Coal Creek Spring and West Hill Spring and is delivered via five interties located on the shared border between Algona and Auburn. Four interties are located along Boundary Boulevard and one is located at the intersection of Perimeter Road and 1st Avenue North. From these points water is then transferred to the City of Algona water mains located underground in the public right of way or in public water utility easements. Since 2015, several projects have commenced to improve water quality and quantity, including ongoing replacement of City of Auburn water mains, on-site well improvements, water meter installations, pressure reduction systems and reservoir seismic control valve installation.

#### *Proposed Facilities*

The City of Auburn Water Department (Water Department) is keen to the changing developments affecting the supply and demand for water utilities. Increased exposure to extreme weather events brought on by climate change has made planning for a changing climate a higher priority, as exemplified in Auburn's newly added *Climate Change* element of the 2024 Comprehensive Plan. Additionally, recent state legislation, such as the HB1110 and 1330, add another level of complexity of planning for future water demand. Finally, from a water quality perspective, new regulations on polyfluoroalkyl substances (PFAS) commonly referred to as forever chemicals are in development. The Water Department acknowledges that these obstacles will pose a challenge towards reliably supplying water, but still predict no future issues with overall capacity and service. There are several projects on-going to improve water quality including the Coal Creek Chlorination Center located near the Coal Creek Spring in southeast Auburn. Future projects expected to take place include applying for and receiving additional water rights and activating some of the offline wells.

### 2. Sanitary Sewer

#### *Existing Facilities*

King County Wastewater Division (KCWTD) provides wholesale wastewater treatment services to Algona and other cities throughout the region. King County is responsible for estimating capacity and demand based on anticipated growth by 2044. Capacity is defined by the size of wastewater mains, with the crown of these mains being the max capacity. King County owns a main sewer trunk line through the City which was previously considered sufficient capacity for the moderate growth forecast for 2035. However, new infrastructure was recently installed to bypass the Algona sewer trunk via parallel lines installed in Auburn. This installation reduces the City of Pacific's wastewater flow in Algona. The 2005 Plan reported that the line capacity in Algona was 4.14 million gallons per day (mgd), with a 24-inch intertie with King County.

KCWTD assesses its levels of service off 20-year design criteria. With the crown of the pipe as the max



capacity of that length of infrastructure, the 20-year level of service means that this pipe should only hit capacity once. This has been standard practice since the agency's creation in 1999.

#### *Proposed Facilities*

There are no new changes proposed for the underground wastewater infrastructure within Algona outside of maintenance activities. There are no above-ground facilities in Algona, and none planned for the current planning period extending through 2044. However, the Department of Energy (DOE) has new requirements for nitrogen which will require permitting with Department of Ecology to maintain current discharge levels of nitrogen. Upgrades to the main facilities in King County will be necessary to reduce ongoing costs of this permit.

### **3. Stormwater**

#### *Existing Facilities*

Algona owns and maintains their own stormwater conveyance system consisting of pipes, ditches, and catch basins. Due to high groundwater, flat topography, and backwater flow from Mill Creek, Algona struggles with having enough capacity to convey water downstream. This issue is further exacerbated by more frequent high-intensity storms experienced over the past 10 to 20 years. The northwest corner of the City experiences flooding due to downstream impacts from overflow from Kent and Auburn into Mill Creek. The flat terrain of the region combined with sediment and vegetation in the downstream conveyance system, results in the area from 8th Ave N to Boundary Boulevard (Blvd.) to flood between Highway (Hwy) 167 and Algona Blvd. on a consistent basis during the winter months.

#### *Level of Service*

When designing stormwater conveyance systems, the City's *Public Works Standards* indicate that the 25-year 24-hour storm should be conveyed. The National Pollutant Discharge Elimination System (NPDES) Phase 99 Municipal Stormwater Permit issued by the Department of Ecology requires the City to inspect catch basins every two years and maintain them as necessary. In addition, public and private flow control and water quality facilities are inspected on an annual basis.

#### *Proposed Facilities*

Algona recently obtained a King County grant to complete the *2024 Flood Hazard Management Plan* to study stormwater flow within the City and a downstream analysis to evaluate the exact sources and recommended solutions to stormwater related flooding. Given the severity of the issue, Algona is making strides towards mitigating flooding in its limits. In 2023, Algona obtained permission from WSDOT to dredge a ditch running parallel to Hwy 167 which allows runoff to more freely flow to the drainage ditches and further downstream. Algona is also actively seeking out grants that will fund a high efficiency street sweeper, stormwater improvements, and flooding mitigation. Most notably, Algona is in negotiation to purchase property at the northwest corner of 11th Ave N. and Algona Blvd. for the purposes of constructing a detention pond that will absorb any overflow the stormwater system cannot accommodate during peak storm season. The City will continue to determine new projects (or maintain some of the existing project list) during the compilation of the Flood Hazard Management Plan. There is little growth anticipated and therefore a large addition of runoff flows is not anticipated. City efforts and concentration will lie with dealing with existing flows and high groundwater levels. More immediately,

the priority is meeting NPDES Phase II Permitting for the next 2024-2029 permit timeframe. From this, the city will be required to provide water quality treatment for 0.7 acres, maintain street sweeping three times a year, and maintain the typical schedule of inspecting stormwater facilities on a regular basis.

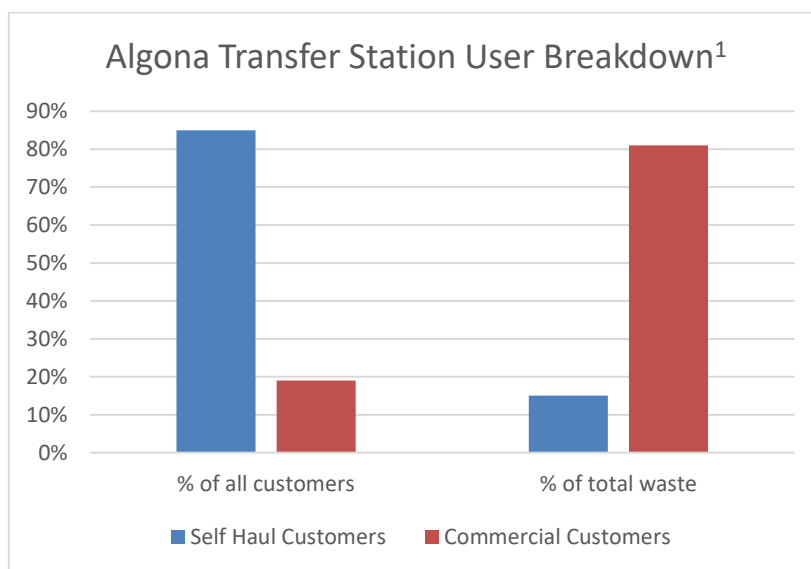
#### **4. Solid Waste Management**

##### *Existing Facilities*

Algona maintains an agreement for private waste services with Waste Management for pick-up and hauling of garbage, recycling, and compost (subscription based). Waste Management bills their customers directly for this service. After pick-up, the waste is diverted to three different locations. Recyclables are taken to the Cascade Recycling Center in Woodinville, a plant owned and operated by Waste Management. Algona's garbage is diverted to the Cedar Hills landfill located in Maple Valley and owned and operated by King County. Compost is diverted to Cedar Grove Compost which is a private company with multiple locations throughout the Puget Sound region. Waste Management continues to offer several outreach services including free recycling, compost, and garbage posters, answering the public's questions, and offers free site visits, waste audits, and providing recycling workshops for residents or city staff interested in visiting the plant.

King County's Solid Waste Division also has an active presence in Algona. The Algona Transfer station was constructed in the mid-1960's on 4.6 acres of the West side of the city at 35315 W Valley Hwy South. Recycling services are limited at this location given the lack of space available to cater to these services. In 2021, self-haul customers made up 85% of visits and contributed 19% of the total solid waste received while commercial customers made up only 15% of visits but contributed 81% of total solid waste as shown in **Figure 3**. The facility received 140,944 total customer visits in 2021 and the station contributed 152,483 tons of waste. The is approximately 18% of total tonnage at all King County Transfer Stations<sup>2</sup>. According to AMC 22.08.01, the Algona Transfer Station is also considered an Essential Public Facility. See the *Essential Public Facility* section below for further discussion.

**Figure 3: South King County Transfer Station User Breakdown**



<sup>2</sup> Fact Sheet for Algona Transfer Station

*Proposed Facilities*

Waste Management has invested \$56 million in Washington State Recycling Centers to rebuild and update their three major recycling centers in Woodinville, Tacoma, and Spokane. The investment is purposed to advance recycling technology including automation and addition of facilities across the Puget Sound region. These investments will help facilitate a circular economy, support resiliency during natural events, and create more efficiency at existing recycling centers.

King County Solid Waste is in the process of replacing the existing Algona Transfer Station with the South King County Recycling and Transfer Station (SCRTS). This facility, which will be opening in Algona in 2026, will have increased dedicated space to both garbage disposal and recycling collection. This facility will also be developed using the [Living Building Challenge Framework](#) to create positive environmental, sustainable, and regenerative impacts. System facility modernization will continue to take place through the next 20 years with the eventual siting and implementation of Northeast Recycling and Transfer Station (NRTS), to be located at 35101 W Valley Hwy South, just north of the existing Algona Transfer Station.

Currently, the biggest decision for King County Solid Waste of the next 20 years is deciding the future location for waste disposal. Cedar Hills Regional Landfill, located approximately 21 miles northwest in Maple Valley, WA, is set to close between 2040 and 2041. Several alternatives are currently being considered under a Long-Term Disposal Study which is expected to be complete by 2024. Alternatives include waste export by rail, reduce derived fuel, sustainable aviation fuel, and a waste energy plant.

**9. Electricity***Existing Facilities*

Puget Sound Energy (PSE) is the current provider of electrical services in the City of Algona. Power is provided through a portfolio of green and renewable energy sources including hydro, wind, and solar, with hydro power being the largest source. Power is delivered via transmission lines going through Algona and is delivered to the Edgewood Substation south in the City of Edgewood. Recent improvements have been made to transmission facilities in Pierce County that benefit Algona due to the City's proximity to Pierce County's boundary. As a disclaimer, addresses and exact locations are not disclosed to protect these facilities from any possible disruption.

*Proposed Facilities*

PSE is working towards meeting requirements of the Clean Energy Transformation Act by 2045. This Washington State bill regulates clear milestones for utility providers to use non-emitting resources by 2045. Power production has largely diversified with private customers adding their own electrical sources and batteries for power storage. However, unless radical land-use changes were to occur in the vicinity of Algona, there should be ample power supply to match the growing demand for electrical services through 2044.

**10. Gas***Existing Facilities*

PSE is also the provider of natural gas services in Algona. Service is provided by a high-pressure gas main adjacent to the city and partially through Algona in certain locations. Currently, PSE is meeting demand for natural gas services in Algona and expects this to be the case through at least 2044.

*Proposed Facilities*

There are no proposed gas facilities expected to serve Algona residents or businesses. There are several bills at the state legislature and national level that are likely to change future natural gas demand through the 2045 planning period. These bills are altering building codes to phase out natural gas facilities within building and transition to all electric utilities. This is both a health and environmentally purposed change as our society pivots to low or non-emission heating and electrical services.

**11. Telecommunication facilities***Existing Facilities*

There are several private providers of telecommunication services ranging from cable to mobile phones, to fiber and high-speed internet. Providers include AT&T, Xfinity, Quantum, HugesNet, Viasat, and T-Mobile. Several of these once isolated services can be received in bundles by a single utility provider. Network infrastructure is located both underground and on aerial facilities such as utility poles and roofs of commercial facilities. There are no known telecommunication hubs in Algona that were disclosed.

*Proposed Facilities*

At this time no additional facilities of note are planned that impact Algona's telecommunication services. Private telecommunication companies will continue to maintain and upgrade network infrastructure based on requirements of Washington's *Internet For All Initiative* filling gaps in equity of costs and coverage.

## How is Utility Billing Determined?

The rate of utility billing for a company can be determined by considering various factors, and the specific details can vary depending on the type of utility (electricity, water, gas, etc.) and the regulatory environment. It's important to note that the specific combination and weight of these factors can vary widely based on the utility type, location, and regulatory framework. Companies often work closely with regulatory bodies to ensure that their rates are fair, reasonable, and cover the necessary costs while allowing for a reasonable profit margin. Here are some common factors that are typically taken into consideration:

- |                            |  |
|----------------------------|--|
| 1. Consumption Volume      | 6. Operational Costs                                     |
| 2. Time of Use             | 7. Environmental and Sustainability Initiatives          |
| 3. Demand Charges          | 8. Government Taxes and Fees                             |
| 4. Infrastructure Costs    | 9. Metering and Billing Costs                            |
| 5. Regulatory Requirements | 10. Customer Class (Commercial, Residential, Industrial) |

### Sewer as an Example

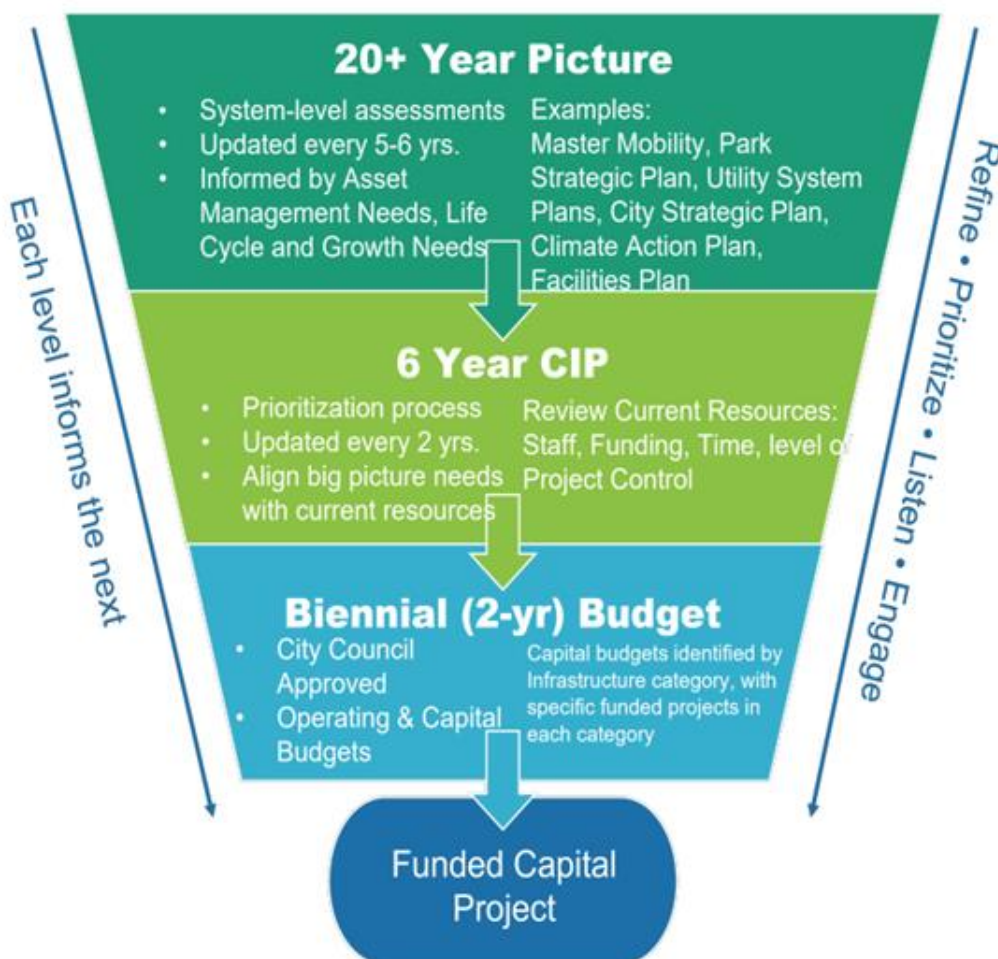
Billing for sewer service is handled between KCWTD and the City. Customers are billed by the City an amount sufficient to recover the county charge plus the amount needed to operate and maintain the local collection system. In 2014, the residential sewer service was \$48.91 per month. Algona retained \$9.12 of the sewer charge for maintenance and operations with the balance being passed on to KCWTD. As of 2023, residential sewer service is \$68.02 per month. Algona now retains \$21.29 of the sewer charge for maintenance and operations and \$46.73 is passed on to KCWTD. Discounts for 15 percent of total fees are available to qualifying low income and disabled persons.



## Algona's Capital Improvement Plan

The Capital Facilities and Utilities Element is accompanied by the Capital Facilities Appendix, which presents the City's physical and funding plan to meeting or exceeding level of service for residents through 2044. Concurrent growth of population is needed to support growth and investment in capital facility improvements and expansion of existing services. The Capital Facilities Appendix includes the Capital Improvement Plan, which is a 6-year plan prioritizing infrastructure projects and outlining the time, staffing, funding, and effort needed to complete projects critical to sustaining concurrent, thoughtful growth. The Capital Improvement Plan is evaluated annually as part of the annual budgeting process and every 5 to 6 years for project changes and updates.

**Figure 4: Capital Improvement Planning Process**



Source: PSRC

## Capital Facility Goals and Policies

### GOAL CF-1 Capital Improvement Planning

**Strategically plan for system improvements that address past deficiencies and anticipate future growth for the benefit of all residents.**

Policies:

CF-1.1 Prioritize capital improvements to correct deficiencies, maintain the quality of existing services, and accommodate projected growth.

CF-1.2 Proposed capital improvement projects should be evaluated and prioritized using all the following criteria:

- a. Whether the project is needed to correct existing deficiencies, to replace aging facilities, or to provide facilities needed for future growth.
- b. Elimination of public hazards.
- c. Elimination of capacity deficits.
- d. Financial feasibility.
- e. Site needs based on projected growth patterns.
- f. New development and redevelopment.
- g. Plans of state agencies.
- h. Budget impact.

CF-1.3 Reassess policies, plans, zoning, and the Capital Improvement Plan (CIP) as necessary to balance those facilities with future growth and development.

### GOAL CF-2 Concurrent Growth

**Future development should bear a fair share of facility improvement cost necessitated by the development to achieve and maintain adopted Level of Service (LOS) standards and concurrency with growth.**

Policies:

CF-2.1 Coordinate land use decisions and financial resources with a schedule of capital improvements to meet adopted LOS standards.

CF-2.2 Proposed plan amendments and requests for new development or redevelopment should be evaluated according to the following guidelines. Will the proposed action:

- a. Contribute to a condition of public hazards.
- b. Exacerbate any existing condition of public facility capacity deficits.
- c. Generate public facility demands that exceed capacity increase planning in the Six-Year Schedule of Improvements.
- d. Conform to future land uses as shown on the future land use map of the Land Use Element.
- e. Accommodate public facility demands based upon adopted LOS standards and attempt to meet specified measurable objectives, when public facilities are developer-provided.

- f. Demonstrate financial feasibility, subject to this element, when public facilities are provided, in part or whole, by the City.
- g. Affect State agencies' facilities plans and siting of essential public facilities.

## GOAL CF-3 Funding the Future

**Manage the City's fiscal resources to support the provision of needed capital improvements.**

### Policies:

- CF-3.1 Provide public facilities at the LOS standards needed to serve development at concurrency levels prior to occupancy.
- CF-3.2 Aggressively seek grants, private funding, or other alternatives to augment local revenues.
- CF-3.3 Ensure consistency of capital planning with other policies of this Plan.
- CF-3.4 Support and encourage the joint development and use of cultural and community facilities with other governmental or community organizations in areas of mutual concern and benefit.
- CF-3.5 Focus capital facility decisions on those projects that will achieve the goals of this Plan.
- CF-3.6 Ensure that funding is made available for stormwater retrofits and culvert upgrades that protect the Puget Sound.

## GOAL CF-4 Collaboration with our Neighbors

**Support regionwide coordination for phasing, timing and delivering of public facilities and services.**

### Policies:

- CF-4.01 Coordinate with regional and local utility providers on implementing same construction standards for utility design.
- CF-4.02 Add redundancy to services like stormwater facilities by creating a hierarchy of regional, county, and local systems to increase system resiliency.
- CF-4.03 Coordinate with the local school district to identify surplus properties and private properties to create opportunities for shared use of facilities. (MPP-PS-4)
- CF-4.05 Consider reviewing development regulations pertaining to schools, prioritizing, and simplifying the permitting of schools for the benefit of providing additional public services like disaster response and recreation (MPP-PS-4).
- CF-4.06: Coordinate public safety services in partnership with neighboring jurisdictions and frontline communities.
- CF-4.07: Consider working with local institutions to site schools, institutions, and other community facilities within Algona's UGA.

## New goal CF-5 Essential Public Facilities

**Consider climate change, economic, equity, and health impacts when siting and building essential services and facilities.**

Policies:

CF-7.01 Maximize on-site mitigation of development impacts to minimize the need for additional capital facility improvements in the community.

CF-7.02 Evaluate co-locating separate uses at planned capital facilities beyond their primary function such as recreation, or emergency management.

CF-7.03 Public Facilities shall be designed to protect and restore the natural environment through facility siting, development standards and careful consideration of our changing climate.

CF-7.04 Promote water reuse and water conservation opportunities for residential and commercial development that diminish impacts to all water systems.

CF-7.05 Maintain inventory of new technical innovations that can reduce ecological harm and promote goals in climate change, natural environment, and utilities.

CF-7.06 Consider adopting a surface water management element.

CF-7.07 Consider disproportionate impacts on communities when siting new capital facilities.

CF-7.08 Consider the impacts of future climatic conditions on potential future capital facility sites.

CF-7.09 Address rising sea water by siting and planning for relocation of hazardous industries and essential public services away from the 500-year floodplain.

CF-7.10- Prioritize historically disadvantaged communities when siting green infrastructure.

## *Utilities Goals and Policies*

### **GOAL UT-1A Ensuring Quality Services**

**Ensure long term maintenance of service levels in the design of utilities. Public utilities and facilities should be designed to fit with their surroundings.**

Policies:

UT-1.1: Promote co-location and timing of new public and private utility facilities.

UT-1.2: Ensure that land will be made available for the location of utility lines, including location within transportation corridors.

UT-1.3: Review and amend existing regulations as necessary, including critical areas ordinances, to allow maintenance, repair, installation, and replacement of utilities.

UT-1.4: Ensure that utility agencies coordinate activity to meet GMA concurrency requirements.

UT-1.5: Encourage system design practices intended to minimize the number and duration of interruptions to customer service.

UT-1.8: The City will employ a “State of Good Repair” principle in maintaining its capital facilities to avoid more major capital repair needs in the future.

### **GOAL UT-2 Conserving Energy**

**Encourage Energy Conservation and Conversion.**

Policies:

UT-2.1: Facilitate and encourage conservation of resources to delay the need for additional facilities for electrical energy and water resources and achieve improved air quality.

UT-2.2: Encourage the conversion to cost-effective and environmentally sensitive alternative technologies and energy sources.

UT-2.3: Consider converting the City's vehicle fleet to alternative fuels.

UT-2.4: The City should strive for a 20 percent reduction of electric energy in the City's own facilities.

UT-2.5: The City should encourage the use of emerging technologies that promote environmental sustainability. ]

UT-2.6: The city should explore strategies and technologies to reduce the solid waste stream.

## GOAL UT-3 Regional Coordination

**The City should coordinate City planning with the utility providers' planning.**

Policies:

UT-3.1: Adopt procedures that encourage providers to utilize the Land Use Element and Urban Growth Area in planning future facilities.

UT-3.2: Ensure that the Utilities Element includes the most current plans of other providers and jurisdictions.

UT-3.3: Ensure that development regulations are consistent with and do not otherwise impair the fulfillment of public service obligations imposed upon utilities by federal and State law.

UT-3.4: Make decisions with respect to utility facilities so that safe, adequate, and efficient availability of utility service in other jurisdictions is not negatively affected.

UT-3.5: Coordinate disaster response planning for quick utility system recovery.

UT-3.6: Increase coordination with City of Auburn Water to address long term growth and potential impacts of climate change on water sources.

## GOAL UT-4 Stormwater Management

**Maintain a Surface Water Management Utility.**

Policies:

UT-4.1: Adopt stormwater regulations that are consistent with the Department of Ecology's Stormwater Management Manuals (SWMM).

UT-4.2 Ensure the integration of the stormwater management plan strategies with other plan elements such as land use, transportation, natural environment, parks and recreation, and capital facilities.

UT-4.3 Support water quality improvements through stormwater management programs and projects.

## Goal UT-5 Resiliency and the Natural Environment

**The development or provision of utilities in Algona is completed with resiliency as a necessary component.**

Policies:

UT-5.1 Coordinate environmental restoration efforts with utility providers.

UT-5.2 Consider highlighting carbon emission reductions as a reason to invest in utility infrastructure.

UT-5.3 Support efforts to increase the resiliency of utility by preparing for disasters and other impacts.

## Goal UT-6 Considering Climate Change

**Climate change will be factored into decisions regarding utility development and provision.**

Policies:

UT-6.1 Acknowledge the impact of climate change on the region's water supply.

UT-6.2 Adopt procedures for water re-use and reclamation especially for high-volume non-potable water users such as parks and schools.

UT-6.3 Support the necessary investments in utility infrastructure to facilitate moving to low-carbon energy sources.

UT-6.4 Support efforts to increase the resilience of public services, utilities, and infrastructure by preparing for disasters and other impacts and coordinated planning for system recovery.

## Goal UT-7 Equitable Access

**Utilities shall be planned to correct historic environmental, equity, and economic hardships disproportionately felt by members of a community.**

Policies:

UT-7.1 Ensure that all residents have access to high quality drinking water through well maintained, long-term oriented, and sustainably sourced water.

UT-7.2 Continue to provide discounted utility services for members of the community that suffer from disability or are economically disadvantaged.

UT-7.3 Ensure that all community members have equitable access to public services.



## Chapter 6: Natural Environment

### *Introduction*

Algona recognizes the significance of the natural environment to the health, sustainability, and longevity of our community. The natural environment is a complex system of interconnected components that interact with each other. Human activity impacts these components, including air, water, soils, plants, and animals. While development is necessary to accommodate human population growth, consideration of the natural environment is required to ensure the community has access to natural lands and associated resources for generations to come. Algona shall accommodate growth by implementing local, state, and federal regulations and thoughtfully considering planning techniques that maintain a healthy and sustainable community.

The purpose of the *Natural Environment* element ([RCW 36.70A.060](#)) is to demonstrate Algona's commitment to protecting natural lands and critical areas, complying with the GMA, and maintaining transparency on delineated sensitive and natural lands. Additionally, the *Natural Environment* element describes some of the regulations and processes in place to preserve the natural environment and protect citizens and public or private properties from natural hazards or environmental degradation.

The GMA requires the *Natural Environment* element to describe the existing inventory of associated natural lands, including:

- Critical Areas
- Mineral Resource Lands
- Forest Lands
- Agricultural Lands

Algona only has delineated critical areas within its boundaries, and there are no lands that fall under mineral resources, forest lands, or agricultural lands in accordance with the state's adopted definitions.



Algona is home to a plethora of wetlands scattered throughout the City, attracting Blue Herons and other wildlife. Photo by: Betty Padgett.



The *Natural Environment* element is intended to meet the objectives of the State Growth Management Act (GMA); Endangered Species Act (ESA); State Environmental Policy Act (SEPA); Countywide Planning Policies of King County and Puget Sound Regional Council (PSRC); and other federal, state, and county policies. The GMA requires the adoption of development regulations that protect critical areas ([RCW 36.70A.060](#)), and the use of the “**best available science**” in developing policies and development regulations to protect the functions and values of critical areas ([RCW 36.70A.172](#)).

### **Best Available Science**

What exactly does the state mean when it requires the use of “best available science” as it relates to the natural environment, policies, and regulations for critical areas? Local governments are responsible for identifying, collecting, and accessing available scientific information related to protecting critical areas. Additionally, local governments must also determine what constitutes as “best available science”. The GMA requires cities to ensure that the best available science measures are used to protect slopes, soils, aquifers, stormwater runoff, and other elements of the environment.

Scientific methods are updated and improved over time, which requires jurisdictions to routinely consider how emerging scientific tools and resources should be appropriately reflected in local policies, regulations, project review, and processes. The comprehensive planning process is an opportunity to examine newly available tools measuring or identifying critical areas. Resources available from state or federal agencies, universities, tribes, subject matter experts, Salmon Recovery lead entities, and Puget Sound Local Integrating Organization technical committees are considered valid sources. The state recognizes that there could be financial constraints relating to utilizing the best available science. While the burden of proof of best available science falls on local governments, the state also allows science and tools that are practical and economically feasible to use.

The purpose of using the best available science is to protect the functions and values of critical areas. While science plays a key role in determining what lands are considered to be critical areas, the functions and values of the area, and determines appropriate mitigation for development, science ultimately creates recommended policies and regulations that can be tailored at the local level. Science cannot be forgone at the local level – jurisdictions do not have the ability to favor competing considerations over science and data.

## **National Environment Regulatory Agencies**

### **Federal:**

- National Marine Fisheries Service
- U.S. Army Corps of Engineers
- U.S. Environmental Protection Agency
- U.S. Fish and Wildlife Service
- Federal Emergency Management Agency

### **State:**

- Washington Department of Ecology
- Washington Department of Fish and Wildlife
- Washington Department of Natural Resources

### **Regional/Local:**

- Puget Sound Clean Air Agency
- Puget Sound Partnership
- Puget Sound Regional Council
- King County

Additionally, using the best available science helps protect communities from natural hazards by outlining the potential risk and magnitude of development in certain critical areas, steep slopes, and frequently flooded areas.

As of 2024, Algona defines best available science as “current scientific information used in the process to designate, protect, or restore critical areas, which is derived from a valid scientific process as defined by WAC [365-195-900](#) through [365-195-925](#). Examples of best available science are included in Citations of Recommended Sources of Best Available Science for Designating and Protecting Critical Areas published by the Washington State Department of Commerce” ([AMC 16.18A.040](#)).

### Defining Our Natural Lands

As noted above, there are four primary types of “natural lands” as defined by the state. Each city or county planning under the GMA is required to designate if any of the four following natural lands are present within municipal boundaries. Described below are the state’s definitions for each type of natural land.

- **Critical Areas:** Wetlands, streams, areas with critical recharging effect on aquifers, fish and wildlife habitat, frequently flooded areas, and geologically hazardous areas.
- **Mineral Resource Lands:** Lands that are not characterized by urban growth and have long-term significance for the extraction of minerals.
- **Forest Lands:** Lands that are not characterized by urban growth and have long-term significance for the commercial production of timber.
- **Agricultural Lands:** Lands that are not characterized by urban growth and have long-term significance for the commercial production of food or other agricultural products.



*Algona was once an agricultural community from the early 1900's up until the 1960's. Farms were primarily operated by Japanese and Filipino Americans. While no farmlands exist today, remnants of the past are noticeable on large, undeveloped lots.*

*Photo by: Betty Padgett.*

As of 2023, there are no recognized mineral, forest, or agricultural lands within the City. There are recognized critical areas throughout the community; each type of critical area exists within Algona’s boundaries. In the next section, *Conditions and Trends*, components of the natural environment and each recognized type of critical area are described.

## Conditions and Trends

### General Conditions

The City of Algona lies in a river valley running in a north/south direction along SR 167. The City has two drainage basins that bisect the community along 4<sup>th</sup> Avenue North – the Mill Creek Basin to the north and the Lower White River to the south. The valley floor is relatively flat (slopes less than 1 percent). The base elevation of the City is approximately 70 feet<sup>1</sup>. To the west of the City inside and outside the urban growth boundary are steep sloping bluffs (slopes of 50 to 90 percent) which are regulated through the Critical Areas Ordinance ([AMC 16.18A-E](#)). To the north and south, the terrain is level with a gradual slope, with drainage generally moving north or south. The City drains to the Green River via Mill Creek to the north, and the remainder drains to the White River to the south as shown in **Figure 1**.

There have been no major changes to the environmental setting of Algona since the 2015 *Comprehensive Plan* periodic update; however, Algona adopted a revised critical areas ordinance in early 2015 as part of the implementation and code updates. A map inventory of the City's critical areas was created by a consultant in 2017 using field-gathered observations and records. As of 2024, the City began collecting map files from development projects that require critical areas reports and is updating the critical areas map more routinely to refine the map and provide transparency to the community on critical area delineations.

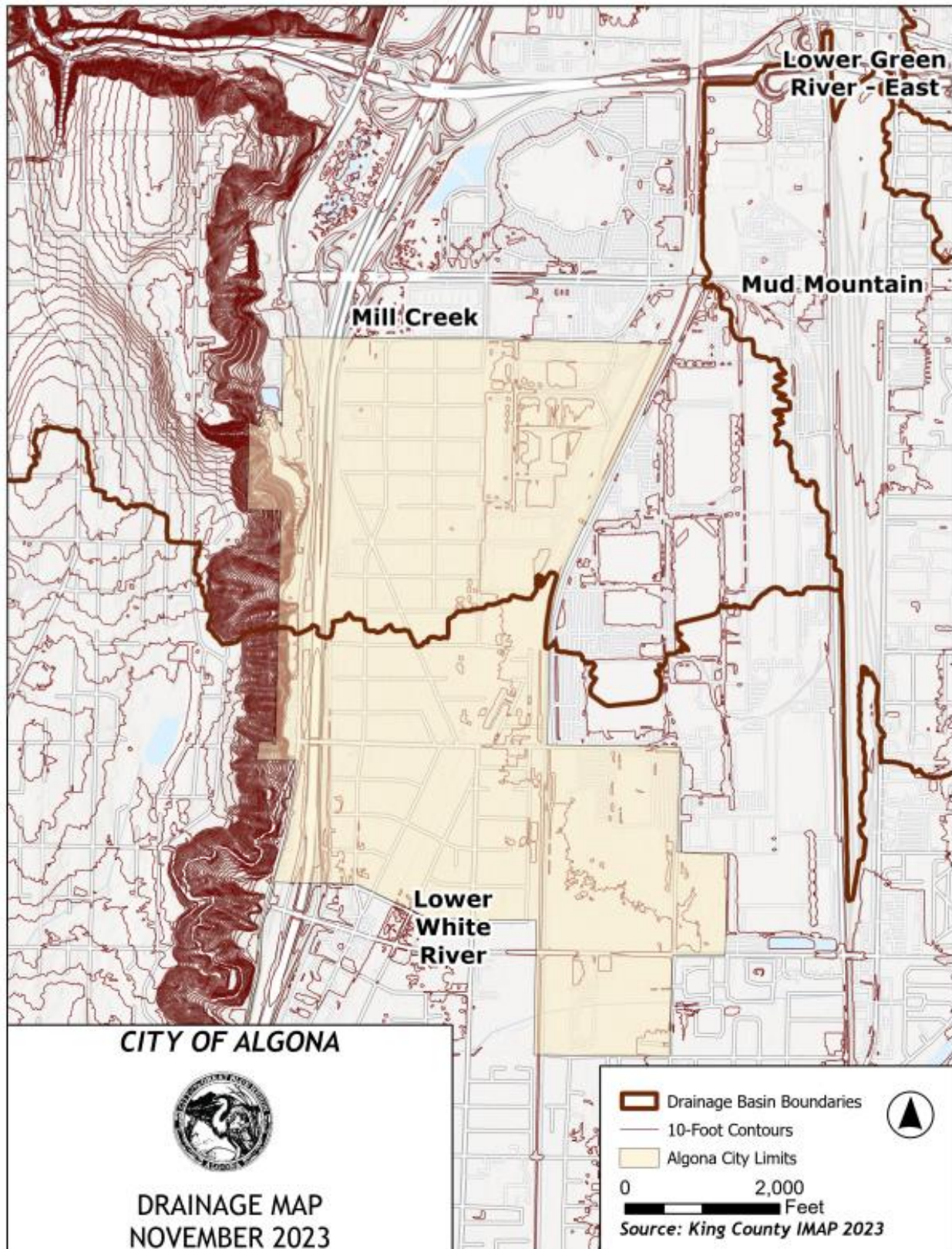


*Field observations note that wetlands are located along trails and walking paths in Algona. While these areas have not gone through critical areas verification, the City works with developers and consultants to confirm the viability and rating of potential wetlands prior to any new construction.*  
*Photo by: Betty Padgett.*

<sup>1</sup> Gray and Osborne, *City of Algona Comprehensive Flood Hazard Management Plan*. (1997).



Figure 1: Drainage Basins



## Soils

The load-bearing capacity of the soil, the hydric properties, erosion potential and characteristics with respect to shrink-swell potential all play a significant role in development of land. In particular, the hydric properties determine the potential existence of wetlands and signal the potential for other environmental concerns.

The Soil Survey conducted by the U.S. Natural Resources Conservation Service includes detailed soil maps that can be used for site selection and planning. The survey explains in great detail each soil's suitability for agricultural, residential, sanitary facility, recreational, woodland wildlife habitat, and other land uses. The primary soils in Algona are nearly level, poorly drained, and of fine texture. With a high-water table, placement of buildings and foundation construction is a challenge for new development.

**Figure 2** describes each of the soil types that exist within Algona's city limits.

**Figure 2: Algona Soil Types<sup>2</sup>**

Soil Type	Acres in City (estimate)	Percent of City
Alderwood gravelly sand loam, 0 to 8 percent slopes	6.7	0.4%
Alderwood and Kitsap soils, very steep	152.0	8.4%
Briscot silt loam	84.2	4.6%
Oridia silt loam	6.3	0.3%
Puget silty clay loam	2.0	0.1%
Renton silt loam	115.7	6.4%
Seattle muck	709.7	39.0%
Shalcar muck	11.8	0.6%
Snohomish silt loam	92.5	5.1%
Urban land	633.8	34.9%
Water	3.2	0.2%
<b>Totals:</b>	<b>1,818</b>	<b>100%</b>

## Surface Water

According to King County's IMAP, Algona sits on the boundary between the White and the Green River basins. Most of the City north of 3rd Avenue North drains to the Green River system. The rest of the City drains south to Mill Creek and the White River. A stream south of 1st Avenue North and the drainage ditch that runs north/south next to the Boeing facility (known locally as the Boeing Canal or Government Ditch) drain south to the White River. An unnamed tributary to Algona Creek to the west of SR 167 drains north to the Mill Creek/Green River system. It also connects with the ditch along the east side of SR 167, a portion of which drains south to the White River. Future development must consider point source discharges, non-point source discharges, and soil erosion.

<sup>2</sup> Source: United States Department of Agriculture, Natural Resources Conservation Service. Web Soil Survey, (2023).



Development can have a severe impact on the habitat value of affected surface water in ways that may impact the viability of the ecological system. The City maintains a storm drainage management plan, consistent with the current edition of the [Department of Ecology 2019 Stormwater Manual](#).

### Frequently Flooded Areas

Algona residents are greatly familiar with flooding. Over the last 20 years, Algona has experienced more frequent and intensive flooding along the eastern side of the SR167 corridor. The City of Algona's flooding problems have occurred since development began but have not been well documented on a regional or national level. The area has always had a high groundwater table which is often at or near the ground surface. Increased development including that of SR 167 altered the original drainage patterns of the City. Flooding is experienced at a heightened rate in the north end of the city from 8<sup>th</sup> Avenue North to Boundary Boulevard where properties in the vicinity experience one to two feet of submergence on a nearly annual basis.

To control runoff and to reduce flood volumes entering Mill Creek (north of Algona), the "Auburn 400 ponds" were constructed in the 1990s, however, maintenance is largely deferred and the pond's ability to detain runoff has been reduced which adds to Algona's flooding issues. Downstream of the ponds approximately 0.3 miles away, is a Mill Creek culvert that is often inundated and therefore, causes backup of flow into the City of Algona.

Algona is located downstream from other jurisdictions along the Mill Creek drainage basin. Runoff generated from other cities – such as the City of Auburn and City of Kent – in addition to other agencies with nearby jurisdiction, including WSDOT and WDFW, and even private entities, PSE in particular, have stormwater drainage systems that connect to Algona.

In 1997, the city created the *Comprehensive Flood Hazard Management Plan* (Flood Hazard Plan) which discussed the historical background of flooding in the city. The plan also provided potential alternatives as well as recommendations for moving forward. As a result, the city adopted the stormwater utility and code requiring construction one foot above the floodplain however, homes still flood, especially in the vicinities of Iowa Drive, 9<sup>th</sup> Avenue North, and 11<sup>th</sup> Avenue North. City of Algona crews have had to sandbag properties to ensure rights-of-way remain passable.

Notably, FEMA has not mapped any areas in Algona as floodplain and officially there is no floodplain in the City. Current FEMA flood map data cuts off along the northern boundary line between the City of



*Flooding is a common occurrence during the winter and spring along 11<sup>th</sup> Avenue North which is primarily a residential area. Homeowners are forced to pay for the costs of underperforming stormwater discharge systems operated and maintained by local, county, and state agencies.*

Auburn and the City of Algona. However, Figure 2-4 from the 1997 Flood Hazard Plan was derived by extending the estimated 100-year floodplain in Auburn south until it intersected the ground elevation in Algona. The area shown is considered by the City to be an area of potential flooding. In the late 1990s and early 2000s, the northwest portion of the City did flood periodically. Once the downstream conveyance was cleared of vegetation and debris, the flooding seemed to stop. Maintenance of the system is an annual program operated by the City.

To mitigate the apparent flood hazard condition, the City passed an ordinance in 2021 setting a minimum floor elevation requiring a minimum finished floor level of at least seventy-one feet above sea level or one foot above the level of any abutting street, whichever is higher. This is considered adequate to accommodate the area shown on the map.

In 2022, the City won a grant from the King County Flood Control District to update the *1997 Flood Hazard Management Plan* to reflect current conditions and determine an approach to finding relief from downstream stormwater inundation in the northern half of the City. The updated *Flood Hazard Management Plan* is anticipated to be completed in 2024 with a revised flood map and recommendations for policies, actions, and regulations to mitigate flooding.



City Public Works staff typically sandbag vulnerable neighborhoods in northern Algona to reduce the impacts of seasonal flooding. While sandbagging is not a permanent solution, significant infrastructural improvements are necessary to maintain homes and businesses into the future.

## Groundwater

Groundwater is derived from precipitation and surface water filtering through the ground to aquifers. The ground where this filtering process takes place is called an aquifer recharge area. The quality of recharge areas and surface waters needs to be protected to ensure the quality of the groundwater used in the immediate area, as well as the quality of water for users down gradient from the recharge zone. Groundwater pollution is exceedingly difficult, often impossible, to clean.

The groundwater table in Algona can be near the surface in the winter which can cause increases in surface water ponding and decreased the rate of stormwater runoff.

In 2006 a hazardous waste permit was issued to Boeing for its Auburn Fabrication Plant. As part of the permit, the company was required to document and remediate waste “plumes” that had been found in nearby groundwater. A plume was found in the northeast corner of the Algona residential area. The plume contains “volatile organic compounds” (VOCs). There are 46 wells that monitor groundwater at various depths throughout the industrial northeast section of the city. The monitoring wells were installed in 2009 and cleanup continues, but there does not appear to be significant threats to health or water supplies. The levels of TCE (Tetrachloroethylene) contamination found at two locations are below the Federal Drinking Water standard. Testing continues north of 9th Avenue. The *Land Use* element further describes groundwater and wells within city limits.

## Climate

Summers are dry, shorter, warm, and partly cloudy with an average high temperature of 78°F and low of 52°F. Summertime weather brings less precipitation with less than 5 inches of rainfall. Winters are typically cold, wet, and overcast, but comparatively mild in the continental United States. The average winter temperatures are a high of 52°F and a low of 37°F. Most of the precipitation comes in the form of rain during the winter months. Average annual precipitation is 38 inches which does not vary greatly from year to year, however, November is typically the rainiest month with an average of 8.2 inches of rainfall. The prevailing wind is southwesterly most of the year. Snow is uncommon but can occur in Algona. Snow is typically seen between December and February and does not usually exceed 3-inches<sup>3</sup>.

## Wetlands and Streams

Wetlands and streams are fragile ecosystems that assist in the reduction of erosion, flooding, and surface water pollution. Both wetlands and streams provide an important habitat for wildlife, plants, and fisheries. Algona is home to a multitude of verified wetland areas which are inventoried in adopted maps. There are limited streams mapped throughout the City, which are mostly noted along existing drainage ditches near roadways, including SR 167, Chicago Avenue, West Valley Highway, and along the railway.

Wetlands and streams have been verified through aerial mapping and field reconnaissance and are identified on a case-by-case basis as new developments are proposed. Before new development can occur on areas with, or adjacent to, critical areas, a critical area review must occur. The wetlands identified are protected under the City’s Critical Areas Ordinance ([AMC 16.18](#)) adopted in early 2015.

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<sup>3</sup> Climate data was acquired from the National Centers for Environmental Information from the National Oceanic and Atmospheric Administration.



As of 2023, the City has begun collecting maps of confirmed critical areas which they use to update their critical area inventory on a routine basis. **Figure 3** shows current critical areas in Algona.

### Vegetation and Wildlife

Disturbance of ecological communities and division into isolated habitats are the major causes of the decline in animal and plant species. Conserving viable ecological habitats in an interconnected system is the most efficient way of sustaining native vegetation and wildlife. Species that use habitats conserved for environmental or scenic reasons cannot survive further division of the habitat into small, isolated land parcels.

The City supports various deciduous and coniferous trees and native shrubs and grasses through development landscaping requirements outlined in the Landscaping Code ([AMC Chapter 22.60](#)). The western fringe of the City (steep slopes) can provide habitat for various wildlife and birds. The more developed portions of the City share the habitat with squirrels and a variety of birds. On October 5<sup>th</sup>, 2023, the City dedicated 8.8 acres of land in the southeast corner of the City as the David E. Hill Memorial Wetland Preserve where Blue Herons are often observed.

The Department of Fish and Wildlife has developed a robust tool to identify critical, priority, and endangered species using their [Priority Habitats and Species](#) application. This tool was created to show areas that may contain critical habitats, and the department recommends a biologist's field visit before making decisions using the map. The map identifies that Algona is home to priority freshwater forested/shrub wetland habitats as shown in **Figure 4**. Another available tool is through the U.S. Fish and Wildlife Service [Environmental Conservation Online System](#) (ECOS) which maps out threatened and endangered species active in critical habitats. While the map currently does not show any subject species living within Algona's limits, the City is committed to routinely checking for mapping updates or revised threatened and endangered species lists and taking action if necessary.

## Related Federal Laws

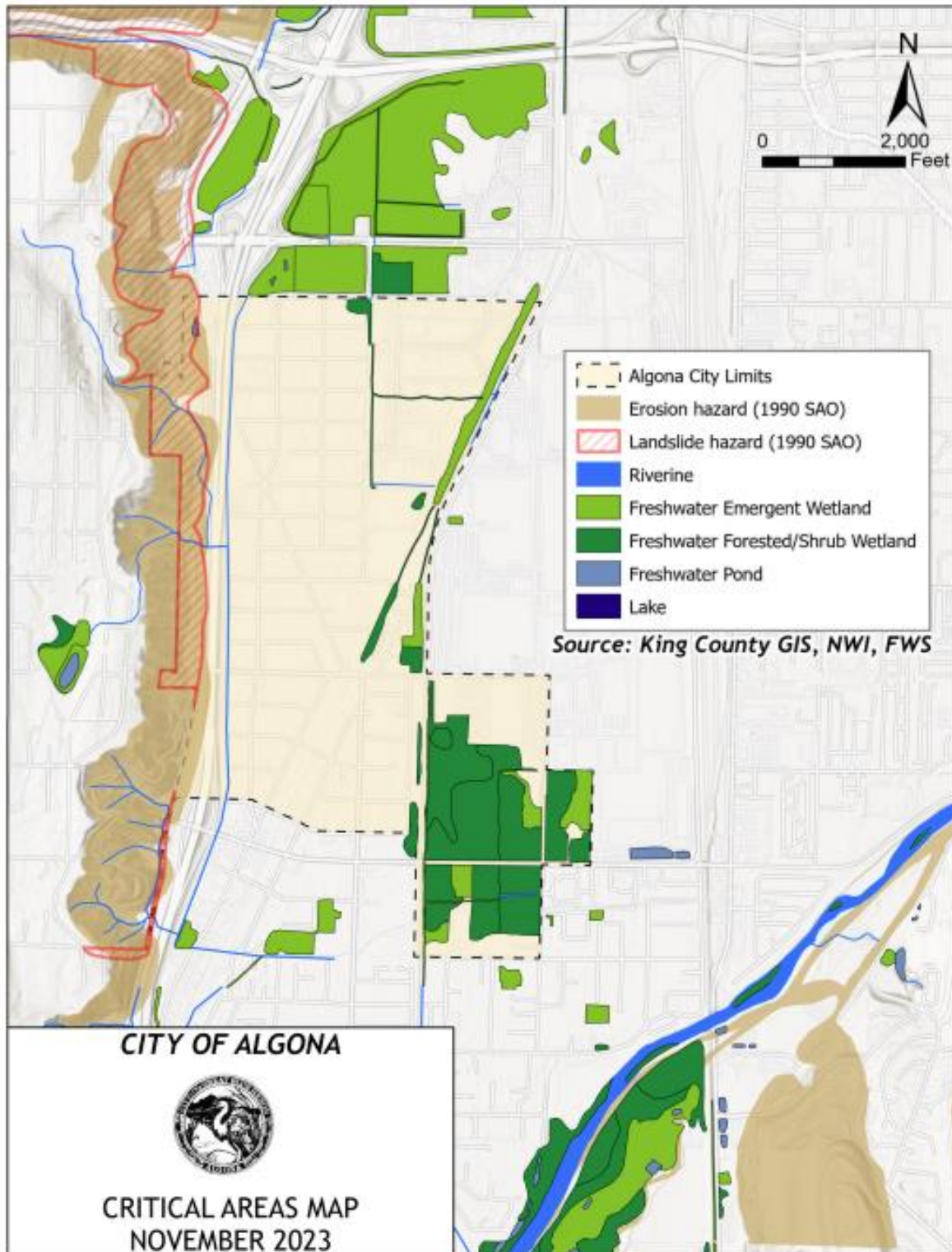
### Species and Habitats:

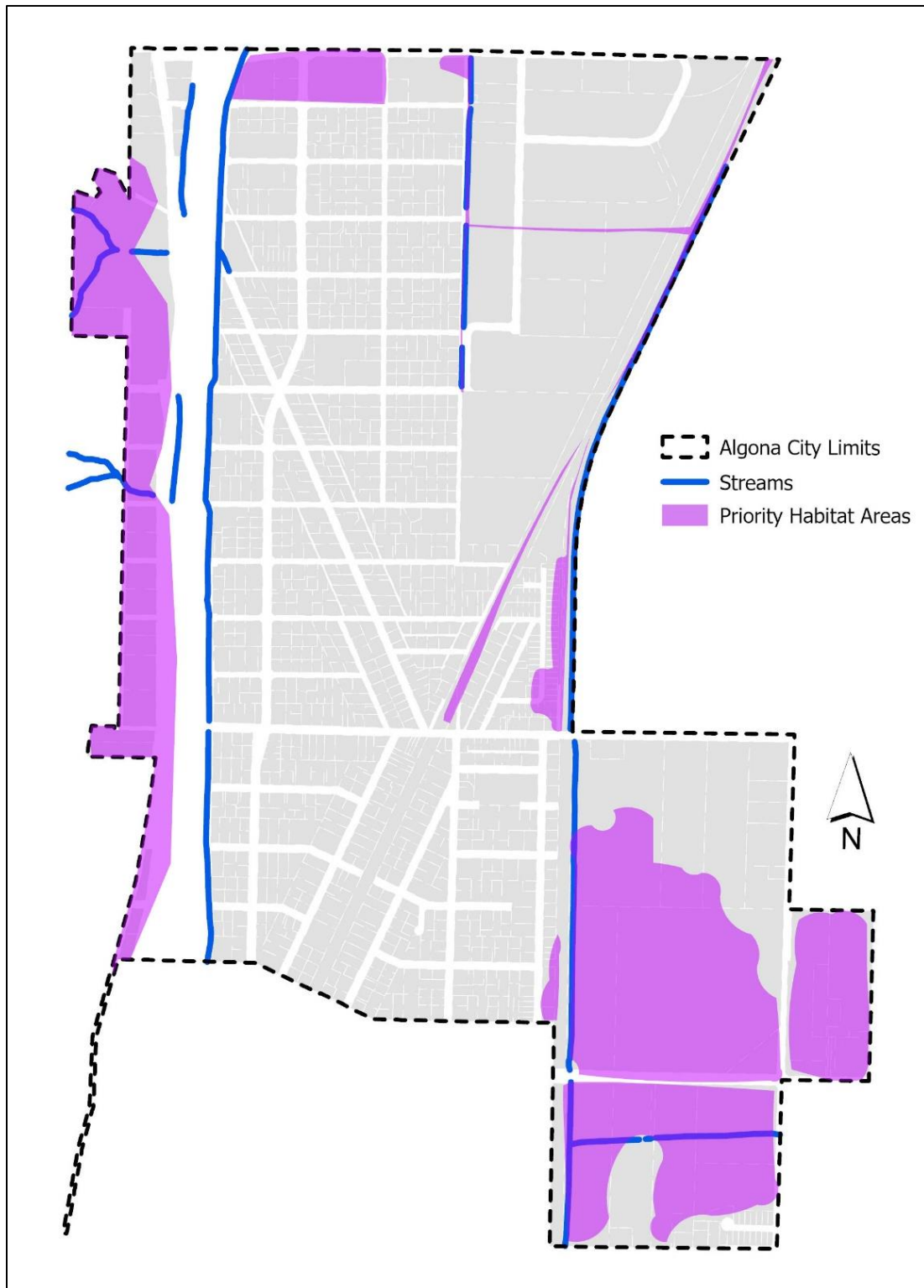
- Endangered Species Act
- Migratory Bird Treaty Act
- Bald and Golden Eagle Protection Act
- Marine Mammal Protection Act
- Lacey Act
- Wildlife Restoration Act
- Magnuson-Stevens Fishery Conservation and Management Act
- National Wildlife Refuge System Act
- Land and Water Conservation Fund Act

### Water:

- Clean Water Act
- Safe Drinking Water Act
- Ground Water Rule
- Source Water Protection
- BEACH Act
- Clean Boating Act

Figure 3: Critical Areas Map



**Figure 4: Priority Habitats in Algona<sup>4</sup>**

<sup>4</sup> Figure 4 was developed using the Department of Fish and Wildlife's *Priority Habitats and Species On The Web* mapping tool. <https://geodataservices.wdfw.wa.gov/hp/phs/>

## Implementation

The *Natural Environment* element is unique in that there are no proposed capital improvement projects related to maintaining and preserving the environment. Instead, the element is typically implemented by local regulations, plans, and programs that implement the element. The following is a list of Algona's adopted programs protecting natural land:

- Algona Municipal Code Title 16 (Environmental Protection)
- 1997 and 2024 Flood Hazard Management Plans
- Algona Stormwater Management Plan and federal NPDES Stormwater Permit
- Critical Areas Map

## Relationship to Land Use

Natural lands and critical areas are considered in the *Land Use* element, which sets zoning precedent for the City over the next 20 years. The *Land Use* element measures the amount of vacant developable land available to meet growth projections for housing and jobs. Vacant developable lands exclude any potential or mapped critical areas, indicating no development is anticipated to be possible in critical areas. Algona has historically rezoned properties with verified critical areas to the Open Space and Critical Areas (OS/CA) zone to protect sensitive lands from any consideration of future development or capacity building.

## Climate Change

In 2023, the Washington State Legislature passed HB 1181 which adds a climate goal to the Growth Management Act (GMA) requiring local jurisdictions planning under the GMA to create a *Climate Change* element with resilience and greenhouse gas emissions mitigation sub-elements or appendices. The element must include the following:

- Include goals and policies to address climate change and develop local resiliency to natural hazards;
- Measure greenhouse gas emissions and vehicle miles traveled;
- Describe and prepare for climate impact scenarios;
- Foster resiliency to climate impacts and natural hazards;
- Protect and enhance environmental, economic, and human health and safety; and
- Advance environmental justice.

King County as a whole is not required to complete the *Climate Change* element until 2029 during the mid-period evaluation for the comprehensive plan. Additionally, the state requires a *Climate Change* element for counties and cities with a population greater than 6,000 as of April 1, 2021<sup>5</sup>, and Algona's population of 3,920 does not trigger the requirement to complete the *Climate Change* element.

<sup>5</sup> Office of Financial Management, *Population Estimates*. (2021).



Algona's target population for 2044 is 4,660; while it is currently unlikely that Algona will need to prepare a *Climate Change* element in the near future, the City will evaluate economically feasible opportunities to evaluate Algona's climate impact and reduce greenhouse emissions. Algona recognizes that climate change is anticipated to impact the frequency and severity of natural hazards, such as wildfires and landslides, and climate events, such as flooding or droughts.



*The City of Algona partnered with Futurewise to engage the community on the value of wetlands at Algona Days 2023. Susannah Spock with Futurewise used a simulation board to demonstrate how wetlands can be a natural tool to reduce pollutant and flooding impacts in manmade environments. Kids and adults alike were able to add features to the board visualizing how different community conditions can enable or protect communities from hydraulic events. Photo provided by Futurewise.*

## Goals and Policies

### GOAL NE-1 Critical Areas

**Review and amend local codes, regulations, and practices using best available science resources to protect critical areas, wildlife habitat, and the natural environment.**

#### Policies:

##### **NE-1.1**

Develop and implement an integrated and comprehensive approach to managing fish and wildlife habitat to accelerate ecosystem recovery, focusing on enhancing the habitat of threatened and endangered species, and species of local importance.

##### **NE-1.2**

Identify and protect wildlife corridors both inside and outside the urban growth area using best available science, such as Priority Habitats and Species data provided by the Washington Department of Fish and Wildlife. Actively engage with King Conservation District to develop a stewardship program to encourage private landowners to manage their land in ways that support the preservation of sensitive areas and associated buffers.

##### **NE-1.3**

Ensure that codes, when updated, contain Best Available Science and Best Management Practices (BMP) covering the following environmental elements:

1. Wetlands
2. Critical Aquifer Recharge Areas
3. Habitat Conservation Areas
4. Frequently flooded areas
5. Geohazards

##### **NE-1.3**

Ensure that codes and standards, when updated and implemented, contain language that designates and protects critical areas including wetlands, fish and wildlife habitat protection areas (habitat conservation areas), frequently flooded areas, critical aquifer recharge areas, and geologically hazardous areas. Adopt new codes and standards containing Best Available Science and Best Management Practices (BMP) in order to protect the functions and values of critical areas, and give “special consideration” to conservation or protection measures necessary to preserve or enhance anadromous fisheries.

##### **NE-1.4**

Locate development and supportive infrastructure in a manner that minimizes impacts to natural features and results in no net loss of ecological function. Promote the use of traditional

and innovative environmentally sensitive development practices, including Low Impact Development (LID) and site design, housing types, materials, construction, and ongoing maintenance.

**NE-1.5**

Encourage clustering and density transfers for both commercial and residential development to retain natural features, habitat, and sensitive areas as open space.

**NE-1.6**

Reduce stormwater discharge impacts that pollute waters of the state from transportation and development through collaborative watershed planning, redevelopment and retrofit projects, and low-impact development.

**NE-1.7**

Ensure that the City maintains a Sensitive Areas Ordinance (SAO) consistent with the current Washington State Department of Ecology Stormwater Management Manual for Western Washington (SWMM).

**NE-1.8**

Coordinate approaches and standards for defining and protecting critical areas, especially where such areas and impacts to them cross jurisdictional boundaries. Consider development of a coordinated regional critical areas protection program that combines interjurisdictional cooperation, public education, incentives to promote voluntary protective measures, and regulatory standards that serve to protect critical areas.

**NE-1.9**

Work with state, regional and local agencies and jurisdictions to accomplish air pollution reduction goals.

**NE-1.10**

Ensure that new development, open space protection efforts, and mitigation projects support the State's streamflow restoration law. Promote robust, healthy, and sustainable salmon populations and other ecosystem functions working closely within Water Resource Inventory Areas and utilizing adopted regional watershed plans.

**NE-1.11**

Identify, protect, and designate riparian areas as riparian management zones (RMZs), with consideration for the ecosystem services they provide, such as shade, large wood recruitment, nutrient input, pollutant removal, and important terrestrial wildlife habitat.

## GOAL NE-2 Environmental Sustainability and Justice

**Encourage environmental stability and justice by integrating sustainable development and business practices with ecological, social, and economic concerns, and addressing environmental impacts on frontline communities and by pursuing fairness in the application of policies and regulations.**

### Policies:

#### **NE-2.1**

Incorporate environmental protection and restoration efforts including climate action, mitigation, and resilience into local comprehensive plans to ensure that the quality of the natural environment and its contributions to human health and vitality is sustained now and for future generations.

#### **NE-2.2**

Develop and implement environmental strategies using integrated and interdisciplinary approaches to environmental assessment and planning, in coordination with local jurisdictions, tribes, and other stakeholders.

#### **NE-2.3**

Ensure public and private projects incorporate locally appropriate, low-impact development approaches developed using a watershed planning framework for managing stormwater, protecting water quality, minimizing flooding and erosion, protecting habitat, and reducing greenhouse gas emissions.

#### **NE-2.4**

Encourage the transition to a sustainable energy future by reducing demand through efficiency and conservation, supporting the development of energy management technology, and meeting reduced needs from sustainable sources.

#### **NE-2.5**

Enhance the urban tree canopy to provide wildlife habitat, support community resilience, mitigate urban heat, manage stormwater, conserve energy, protect and improve mental and physical health, and strengthen economic prosperity.

#### **NE-2.6**

Ensure all residents of the region regardless of race, social, or economic status have a clean and healthy environment. Identify, mitigate, and correct for unavoidable negative impacts of public actions that disproportionately affect those frontline communities impacted by existing and historical racial, social, environmental, and economic inequities, and who have limited resources or capacity to adapt to a changing environment.



**NE-2.7**

Prioritize natural and manmade places where Black, Indigenous, and other People of Color communities; low-income populations; and other frontline community members live, work, and play.

**NE-2.8**

Ensure that all residents of the region, regardless of race, social, or economic status, have clean air, clean water, and other elements of a healthy environment.

**GOAL NE-3 Flood Hazards**

**Establish local and regional partnerships (i.e., King County Flood Control District) to manage floodplain development and conserve aquatic habitats. Protect public health and safety, regional economic centers, public and private property, and transportation corridors through effective and collaborative floodplain management.**

Policies:**NE-3.1**

Coordinate and fund holistic flood hazard management efforts through the King County Flood Control District.

**NE-3.2**

Work cooperatively to meet regulatory standards for floodplain development as these standards are updated for consistency with relevant federal requirements including those related to the Endangered Species Act.

**NE-3.3**

Cooperate with federal, state, and regional agencies and forums to develop and implement regional levee maintenance standards that ensure public safety and protect habitat.

**GOAL NE-4 Water Resources**

**Manage natural drainage systems to improve water quality and habitat functions, minimize erosion and sedimentation, protect public health, reduce flood risks, and moderate peak stormwater runoff rates. Work cooperatively among local, regional, state, national, and tribal jurisdictions to establish, monitor, and enforce consistent standards for managing streams and wetlands throughout drainage basins.**

Policies:**NE-4.1**

Encourage basin-wide approaches to wetland protection, emphasizing preservation and enhancement of the highest quality wetlands and wetland systems.

**NE-4.2**

Support and incentivize environmental stewardship on private and public lands to protect and enhance habitat, water quality, and other ecosystem services, including the protection of watersheds and wellhead areas that are sources of the region's drinking water supplies.

**NE-4.3**

Collaborate with the Puget Sound Partnership to implement the Puget Sound Action Agenda and to coordinate land use and transportation plans and actions for the benefit of Puget Sound and its watersheds.

**NE-4.4**

Establish a multi-jurisdictional approach for funding and monitoring water quality, quantity, biological conditions, and outcome measures and for improving the efficiency and effectiveness of monitoring efforts.

**NE-4.5**

Plan for long term water provision which takes into account future growth and the potential impacts of climate change on regional water resources.

**GOAL NE-5 Open Space**

**Develop strategies and funding to protect lands that provide the following valuable functions: Ecosystem linkages and migratory corridors crossing jurisdictional boundaries; Physical or visual separation delineating growth boundaries or providing buffers between incompatible uses; Active and passive outdoor recreation opportunities; Wildlife habitat and migration corridors that preserve and enhance ecosystem resiliency in the face of urbanization and climate change; Preservation of ecologically sensitive, scenic, or cultural resources; Urban green space, habitats, and ecosystems; Forest resources; and Food production potential.**

Policies:**NE-5.1**

Identify, preserve, and enhance regionally significant open space networks and linkages (i.e., lands useful for recreation, wildlife habitat, trails, and connection of critical areas) across

jurisdictional boundaries through implementation and participation in the Regional Open Space Conservation Plan.

**NE-5.2**

Preserve and restore native vegetation and tree canopy, especially where it protects habitat and contributes to overall ecological function.

**NE-5.3**

Provide parks, trails, and open space within walking distance of urban residents. Prioritize historically underserved communities for open space improvements and investments.

**GOAL NE-6 Restoration and Pollution**

**Adopt policies, regulations, and processes, related to new or existing fossil fuel facilities, which are designed to: Protect public health, safety, and welfare from all impacts of fossil fuel facilities; Mitigate and prepare for any impacts of fossil fuel facility disasters on all communities; Protect and preserve natural ecosystems from the construction and operational impacts of fossil fuel facilities; Manage impacts on public services and infrastructure in emergency management, resilience planning, and capital spending; Ensure comprehensive environmental review, and extensive community engagement, during initial siting, modifications, and on a periodic basis; and Reduce climate change impacts from fossil fuel facility construction and operations.**

Policies:**NE-6.1**

Reduce the use of toxic pesticides, chemical fertilizers, and other products and promote alternatives that minimize risks to human health and the environment.

**NE-6.2**

Maintain and restore natural hydrological functions and water quality within the region's ecosystems and watersheds to recover the health of Puget Sound in coordination with other cities, counties, federally recognized tribes, federal and state agencies, utilities, and other partners.

**NE-6.3**

Continue efforts to reduce pollutants from transportation activities, including use of cleaner fuels and vehicles and increasing alternatives to driving alone, as well as design and land use.

**NE-6.4**

Reduce and mitigate noise and light pollution caused by transportation, industries, public facilities, and other sources.

**NE-6.5**

Prevent, mitigate, and remediate harmful environmental pollutants and hazards, including light, air, noise, soil, and structural hazards, where they have contributed to racialized health or environmental disparities, and increase environmental resiliency in frontline communities.

**NE-6.6**

Establish partnerships with cultural institutions, faith groups, neighborhood organizations, community centers, and other community resources to understand polluted related harms amongst vulnerable communities. Implement community vetted strategies to reduce impacts to vulnerable populations and areas that have been disproportionately affected by noise, air pollution, other environmental pollutants.

## Chapter 7: Parks and Recreation

### *Introduction*

Algona is a residential community characterized by its single-family homes, placid roadways, and “know your neighbor” atmosphere. The City has the appearance of a suburban community through its limited commercial and industrial uses, a low-density residential nature, and high value on parks and recreation opportunities. The *Parks and Recreation* element is an update to the 2015 elemental chapter incorporating 9 years of changes in approach, goals, inventory, and strategies improving the City’s parks system and increase opportunities for physical activity and social engagement. As part of the comprehensive planning process, Algona anticipates an increase in population warranting a critical evaluation of the current needs of residents and performance of amenities.

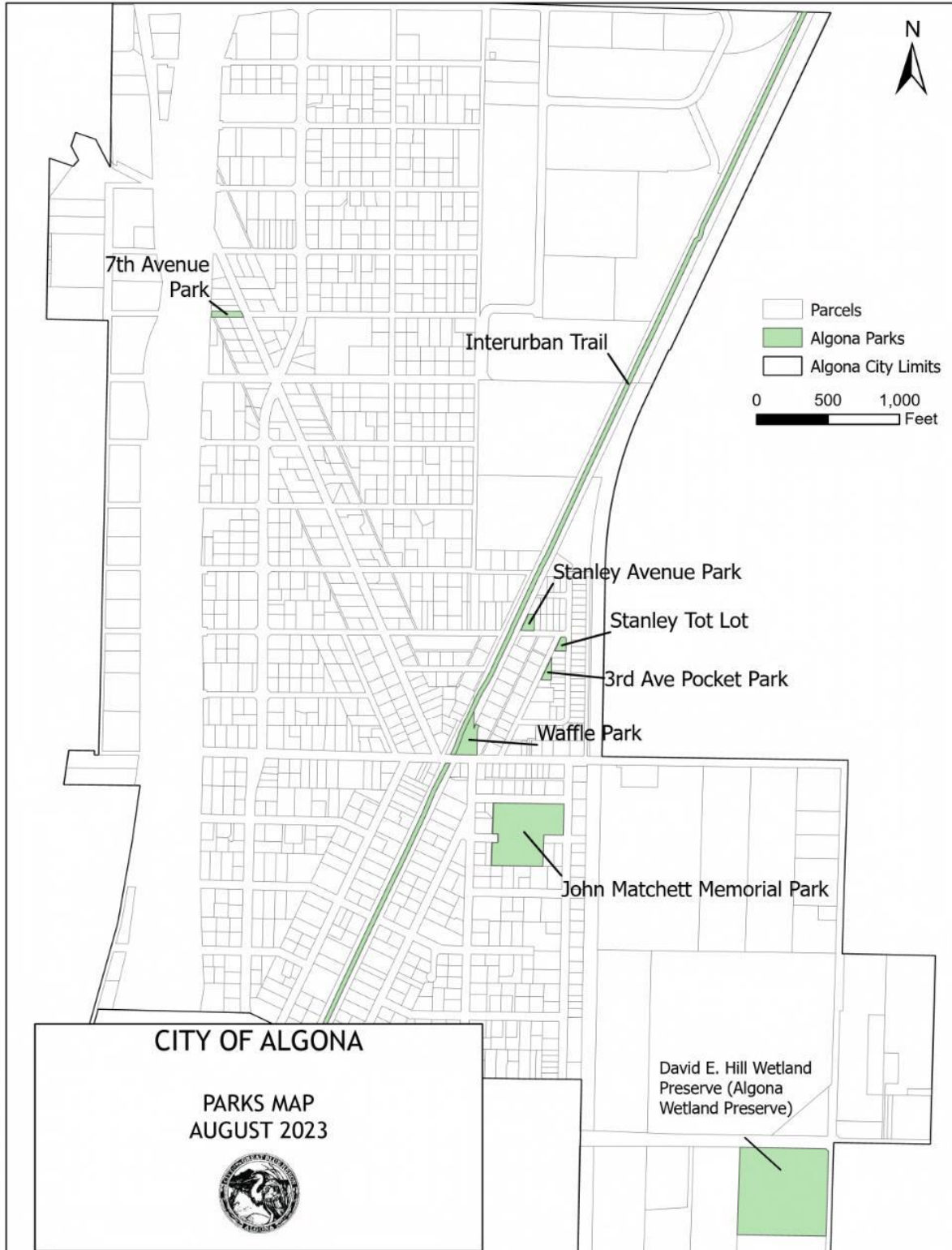
The Growth Management Act (GMA) has an option for fully planning cities to create a *Parks and Recreation* element in the *2024 Comprehensive Plan* describing the inventory, demand, and goals as it relates to public operating parks and recreation facilities. The GMA directs local governments to identify lands useful for public purposes, as well as open space corridors within urban growth areas useful for recreation and encourages planning and design policies that integrate park and recreation opportunities with new public and private development.

The City of Algona is committed to providing opportunities for outdoor activity and has opted to update and maintain the *Parks and Recreation* elemental chapter. The Washington Administrative Code ([WAC 365-196-440](#)) requires the *Parks and Recreation* element to include:

1. Evaluation of facilities and service needs;
2. Estimates of park and recreation demand for at least a ten-year period;
3. Demonstrates consistency with the Capital Facilities element; and
4. Evaluation of intergovernmental coordination opportunities to provide regional approaches for meeting park and recreational demand.

The *Parks and Recreation* element plays a critical role in promoting good public health, high quality of life, and preserving sensitive lands for residents and future generations. Algona values investing in parks and recreation opportunities that meet local needs of all abilities, diverse backgrounds, and various interests that all residents can utilize. The following chapter summarizes the current conditions, future demands, and future opportunities for parks and recreation. **Figure 1** catalogues all the parks and open spaces owned by the city and each park is described further below in the *Inventory* section.

Figure 1: Parks Map



## Inventory

The City of Algona develops, maintains, and operates parks within the city's boundaries. There are a total of seven parks occupying 13.24 acres across Algona's approximately 661 acres of lands, which means parks account for approximately two percent of city lands. The following is a summary of the existing parks operated by the City of Algona. A map describing the locations of these parks is located at the beginning of the *Parks and Recreation* elemental chapter.

### John Matchett Memorial Park

Matchett Park is a community park covering approximately 3.75 acres at the heart of the city, adjacent to the City Hall and Police Department. The park has both passive and active opportunities for recreation, and includes the following amenities:

- Fenced Baseball/Softball Field
- Basketball Court
- Tennis Court
- Playground
- Benches
- Community Garden
- Picnic Tables
- Public Restrooms

The park is also utilized as a community event space. John Matchett Memorial Park adjoins the Algona City Hall, which includes a full commercial kitchen and community space. Events like Movie Night, Algona Days, and the Pumpkin Launch use the park as a hosting space where vendors, residents, and staff members can celebrate community and camaraderie together with kid's activities, educational demonstrations, food, and music. The community garden is a recent addition to the park, developed in 2018. Residents may apply to occupy a plot in the community garden on the City's website.



*Shown left: An overview of the John Matchett Memorial Park, taken via drone. The park is named after Mayor Matchett, who was the City's mayor for 13 years between 1968-1981. Photo by Betty Padgett.*



### David E. Hill Wetland Preserve

Built in 2023, the David E. Hill Wetland Preserve is the City's newest and largest park addition. The 8.9-acre open space park is a passive recreation opportunity with walking trails meandering through the wetland to an overlook deck and benches. Interpretive signage is available throughout the site providing residents with educational information about wetland ecology, Native American uses of local flora, and the benefit of wetlands as stormwater systems. The site is located south of the Boeing Facility and west of Washington Boulevard. The City is in the process of acquiring an adjacent property to expand the park and trails under a future addition project. See the *Capital Improvement Plan* for additional details.



Shown above is the conceptual drawing of the David E. Hill Wetland Preserve developed by Natural Systems Design. Construction of the park is ongoing and is anticipated to be open to the public in late 2024. Graphic by Natural Systems Design.



### 7<sup>th</sup> Avenue Park

A small neighborhood park, developed in 2005, the 7th Avenue Pocket Park is located at the west end of 7th Avenue North, adjacent to SR 167. The park has a playground, open space, barbeque, bench, and picnic table. The open space is approximately 4,770 square feet.



*Shown Above: 7<sup>th</sup> Avenue Park. Photo by Betty Padgett.*



### Stanley Avenue Park

Stanley Avenue Park is a neighborhood park located along the northeastern portion of Stanley Avenue, north of Pullman Avenue. The park is approximately 5,770 square feet and has a swing set, a bench, and one picnic table.



*Shown Above: Stanley Avenue Park. Photo by Betty Padgett.*

### Waffle Park

Waffle Park is a triangle-shaped pocket park of approximately 23,000 square feet and adjoins the Interurban Trail, which is operated by the county. The park provides a resting place for trail users with a picnic shelter, picnic tables, and benches. The park shares approximately 5,300 square feet of open green space with King County.



*Waffle Park sits adjacent to the Interurban Trail. The park was named after Mayor Waffle (1988-1992).  
Photo by Betty Padgett.*



### 3<sup>rd</sup> Ave Pocket Park

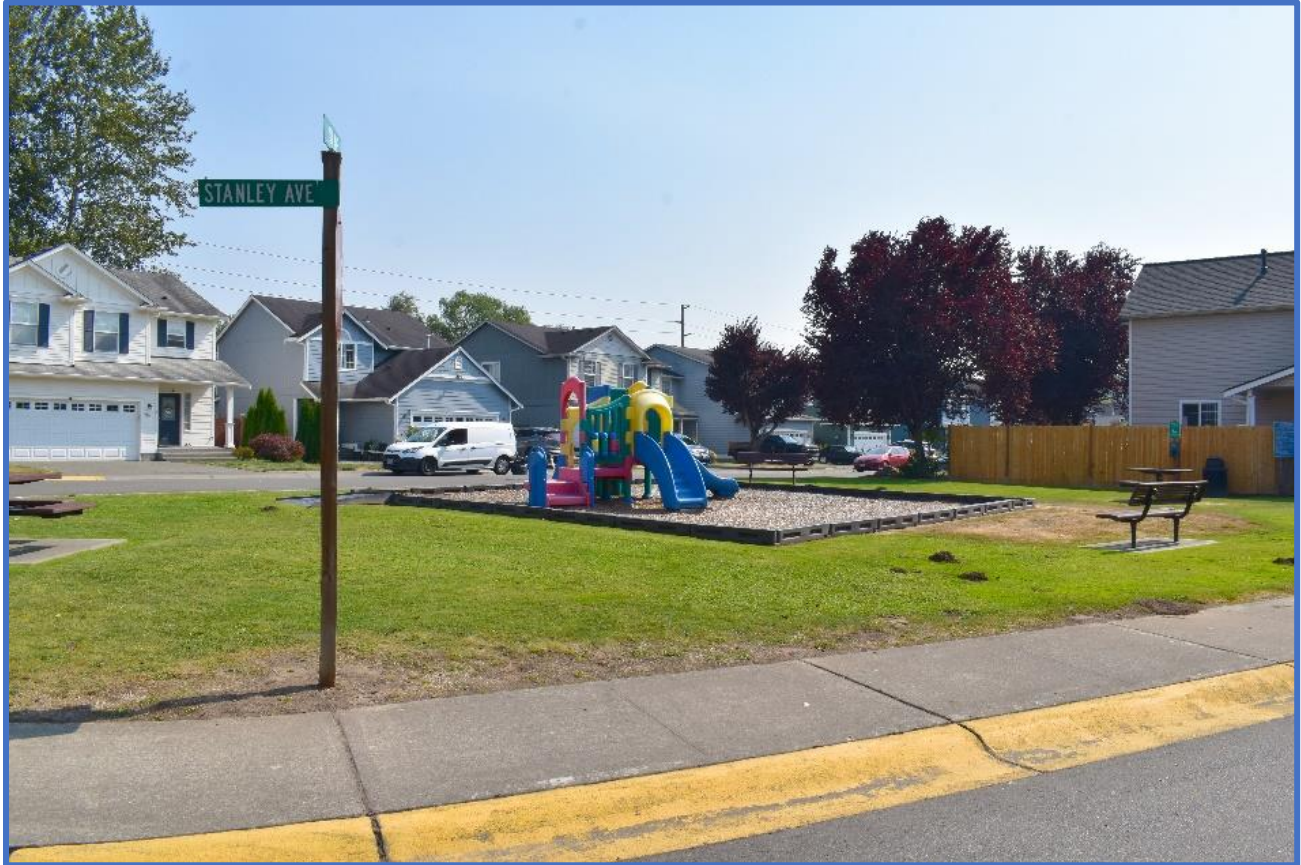
A small park on Third Avenue North is also adjacent to the Interurban Trail and operates as a pocket park. There is a shelter, barbecue facility, picnic tables, and benches. The park serves as a resting spot for Interurban Trail users and provides a grassy open space for residents to use. The park is approximately 7,800 square feet, however due to its shared boundary with the trail there is an open space of approximately 4,200 square feet.



*Shown Above: 3<sup>rd</sup> Avenue Pocket Park. Photo by Betty Padgett.*

### Stanley Tot Lot

Located at the intersection of Stanley Avenue and Iron Avenue, the Stanley Tot Park has two picnic tables, a bench, and a playground oriented toward young children four and under. The park is considered a pocket park meant to serve residents in the immediate vicinity of the property.



*Shown Above: Stanley Tot Lot. Photo by Betty Padgett.*



### Interurban Trail

The Interurban Trail, also known as the Electric Avenue Interurban Trail, is not part of City-owned property but is owned and maintained by Puget Sound Power and Light Company. The trail is part of the larger Interurban Trail system connecting several cities in south King County together. The paved trail cuts through contiguous Algona (east of SR 167) and provides opportunities for walking, biking, or other non-motorized activities like skating and skateboarding. While this amenity is not provided by the City of Algona, the City does consider this key trail in its level of service analysis.



*A resident and their dog enjoying a walk on the Interurban Trail during a quiet summer evening.*

*Photo by Cyrus Oswald.*

### **Current Conditions**

Algona's Public Works Department maintains and operates the city's parks network while the *Community Connector* coordinates city events, community newsletters and communication, and youth activities. There is no Parks Department, Parks Division, or recreation program operated by the City. There are limited opportunities to annex new lands into the city's limits and the demand for land that supports housing, new jobs, and municipal services leave a limited number of lands suitable for park development.



With a target of 4,660 residents by 2044, Algona will remain a small-town community likely without a Parks Department or recreation program. A Parks Division may be sustained with one to two full or part time staff members as Algona grows larger in 2044 and beyond. The division would focus on park projects, maintenance coordination, grant administration, and developing partnerships. A fiscal analysis is a necessary first step toward developing a Parks Division or hiring parks staff. Partnerships and grants will equally be a critical step toward expanding opportunities to engage with the outdoors as discussed in *Interagency Coordination*.

### ***Local Needs and Demand***

A key component to understanding local needs is identifying the community's vision for future parks and amenities. Residents participated in a variety of methods during public engagement, as described in the *Introduction* chapter. Parks were consistently highly prioritized by the community, receiving the most funding during the Funding Bucket activity.

### **Community Feedback**

A community survey for the *2024 Comprehensive Plan* was distributed by mail, social media, and community events to the City's residents beginning on July 1, 2023 and was requested to be returned no later than February 20, 2024. Of the XXXX residents, XX surveys were completed and returned with a response rate of X%. Responses were tracked and are described in *Appendix J: Public Engagement Summary*. The survey identified the following needs relating to parks: **TO BE PROVIDED AFTER SURVEY CLOSES**. Figure 2 captures the frequent requests for amenities and park needs in a word cloud, with larger words reflecting a greater number of responses.

**Figure 2: Parks Needs Word Cloud**

**TO BE PROVIDED AFTER SURVEY CLOSES.**

### **Statewide Trends**

While local residential needs were gathered through the engagement process, Algona also evaluates new opportunities for recreation through trends seen at the state level. The Washington Recreation and Conservation Office (RCO) tracks current trends in preferred active and passive recreation in the *State Recreation and Conservation Plan (SCORP)*. The plan was recently updated in 2023 ranking the popularity of activities residents valued. The top twelve activity trends statewide are described in **Figure 3**. Residents across Washington State most often participated in walking or day hiking, nature viewing, and leisurely activities like hanging out, scenic driving, or enjoying a picnic outdoors.

Figure 3: Statewide Recreation Trends (2023)<sup>1</sup>

<b>Activity</b>	<b>Activity Category</b>	<b>Percent of Population</b>	<b>Number of Responses</b>
Walking or using Mobility Device on Roads or Sidewalks	Trail and Road Based Activity	91%	5,390
Walking or Day Hiking or Using Mobility Device on Trails	Trail and Road Based Activity	90%	5,331
Wildlife and Nature Viewing	Nature and Culture Based Activity	85%	4,812
Scenic Driving (Sightseeing)	Nature and Culture Based Activity	85%	4,767
Hanging Out	Leisure Activities in Parks	70%	3,679
Picnic, Barbecue, or Cookout	Leisure Activities in Parks	68%	3,639
Community Garden or Farmers' Market	Leisure Activities in Parks	66%	3,556
Visiting Outdoor Cultural or Historical Facility, includes Attending Cultural Events	Nature and Culture Based Activity	62%	3,413
Swimming in Natural Settings	Water Based Activity	61%	3,374
Paddle Sports (Rafting, Canoes, Kayaks, Stand-up, Rowing)	Water Based Activity	52%	2,910
Outdoor Concert or Special Event	Leisure Activities in Parks	49%	2,602
Gathering or Collecting Anything in Nature	Nature and Culture Based Activity	49%	2,635

<sup>1</sup> Washington RCO, State Recreation and Conservation Plan (2023)

### Level of Service

Level of Service (LOS) is a measurable standard utilized in understanding the quality and quantity of parks and recreation spaces necessary to meet a community's local needs. The National Recreation and Park Association (NRPA) and the Washington State Recreation and Conservation Office (RCO) do not have universally recommended level of service standards for parks or recreation programs. Parks are difficult to measure – they are places experienced and felt as users but often not measured. Park amenities are often determined by available budgets, community interests, and location of available undeveloped, suitable lands. Instead, the NRPA and RCO recommend jurisdictions craft their own LOS standards that cater to the unique qualities of their communities. This creative approach to LOS standards grants localities flexibility to design standards that fit into their existing character and development pattern that residents and city staff alike can identify with and support.



*A warm summer evening at the Community Garden at John Matchett Memorial Park. Residents are able to reserve a plot in the community garden and often grow perennials, fruit, and vegetables. Photo by Betty Padgett.*

### LOS Standards

Algona strives to acquire, develop, and maintain high-quality parks within close proximity to residents. Historically, Algona has not administered parks LOS standards due to the limited population it serves and its proximity to neighboring communities that administer a Parks Department or recreation program (City of Auburn, City of Pacific, and King County).

Much like the Puget Sound region, Algona has grown over time. Populations have steadily and consistently increased since 2000 and Algona is serving a greater population now than it did 24 years ago. Changing community conditions are pushing Algona to consider how to support equity in parks and recreation opportunities for residents. Local initiative for park availability and equitable development triggers the need to begin administering LOS standards to evaluate where the City should invest new park development to better meet all community needs.

One standard the City has evaluated in past iterations of the comprehensive plan is service areas. A service area indicates how many people are served within an appropriate distance to a certain park type. Appropriate distances are determined by what is seen as a walkable distance to a park, based on the size and amenities of the park. Service areas are an ideal starting place for park LOS metrics as they evaluate the availability of a park against how accessible the park is to residents who are likely walking to the amenity. **Figure 4** describes the City's parks service area LOS metric.

Service area metrics are driven by accessibility – how far are residents likely walking to visit a park or use equipment and facilities? Typically, residents will walk approximately 15 minutes, or a quarter mile, comfortably to visit a place. Residents are more likely to drive if the distance to a location exceeds a quarter mile. Algona's parks have limited parking facilities – only John Matchett Memorial Park and Waffle Park have their own designated parking lots. Other parks rely upon on-street parking to accommodate residents who are outside the service area or are more likely to drive than walk to the park.

**Figure 4: Algona Parks Level of Service**

<b><i>Level of Service Standard</i></b>	<b><i>Performance Metric</i></b>				
	<b><i>E</i></b>	<b><i>D</i></b>	<b><i>C</i></b>	<b><i>B</i></b>	<b><i>A</i></b>
Pocket Park - 50% of the population within 0.15 mile	<30%	30-49%	49-63%	64-84%	>85%
Neighborhood Park -- 75% of the population within 1/4 mile					
Community Park -- 90% of the population within 1/2 mile					
Trails -- 90% of population within 1/2 mile of a trail					

### Park Classifications

There are four park types that exist within Algona as described in **Figure 5**. Park classifications determine how the LOS metrics are applied to the City's parks and ultimately what the current needs are to enhance the demand for parks now and over the next 20 years. Park classifications are noted in the *Inventory* subsection and are categorized below.

**Figure 5: Park Classifications<sup>2</sup>**

<b>Park Type</b>	<b>Definition</b>	<b>Designation</b>
<b>Pocket Park</b>	A small, pedestrian oriented park of one-half acres or less that provides green space in more developed areas. Pocket parks typically include landscaping, seating, art, smaller play features, and community identification features such as interpretive signage or historic markers.	Waffle Park
		Stanley Avenue Park
		3 <sup>rd</sup> Avenue Pocket Park
		Stanley Tot Lot
<b>Neighborhood Park</b>	A pedestrian oriented park that is typically one acre or less and is intended to serve adjacent residential units. Parks typically provides playground area and open space. Neighborhood parks can provide a single sports court.	7 <sup>th</sup> Avenue Park
<b>Community Park</b>	A large park ranging from one to five acres in size. Park provides active recreation facilities and includes features such as parking lots, sports fields/courts, and natural areas.	John Matchett Memorial Park
		David E. Hill Wetland Preserve
<b>Trail</b>	Trails are identified as a network or pathway for the exclusive use of pedestrians, cyclists, or other non-motorized forms of transportation. The intent of trails is to both provide recreational and transportation uses. Ideally, trails create a well connected city and supplement sidewalks and bike lanes. Trails can include features such as parking areas, paved or unpaved paths, picnic tables or benches, and informational markers.	Interurban Trail

<sup>2</sup> References to park classification are made using National Parks and Recreation Association, Park, Open Space, and Greenway Guidelines (1996).



## LOS Analysis

On average, 1,625 residents live within the service area of a City park<sup>3</sup> and the City overall has an average park performance of LOS D (49%). Algona's parks serve most of the community in one way or another – most residents are within the service area of the Interurban Trail and one of the community parks. Parks LOS performance is described in **Figure 6** and **Figure 7**. There is a noticeable discrepancy in who has access to pocket and neighborhood parks. Algona, as a whole, has an adequate number of parks; however they are not distributed equitably resulting in a lack of park access in certain areas of the City. In particular, the north half of Algona (north of 10<sup>th</sup> Avenue, east of Celery Avenue) and along the western side of SR 167 have the lowest access to City operated parks as shown in **Figure 9**.

The Interurban Trail effectively serves the community within its assigned service area. Only about 11% of the population is located outside a walkable distance (one half mile) from the corridor. It is the overall highest performing park facility within the City with a LOS A despite not being owned, maintained, or operated by the city.

Algona's greatest performing park is John Matchett Memorial Park which serves the most residents. This park performs better than all of the City's other parks because it is a community park with more amenities, it has a centralized location near residential units, and has a larger service area than other park classes. The park individually serves approximately 2,140 residents. John Matchett Memorial Park has an LOS C (64.56%).

The David E. Hill Wetland Preserve also serves a great need for park access in the southeast area. The Preserve has a lower LOS since it serves a limited number of Algona residents due to its location adjacent to a commercial corridor (Ellingson Road) and its remote location. When the Preserve is combined with John Matchett Memorial Park, Algona's community parks overall have a LOS B and serve about 74% of the overall population.



*Algona's youth enjoying a hula hoop competition coordinated by Gary Klein, the Community Connector, at Algona Days 2022. Photo by Tanner Machala.*

<sup>3</sup> As of 2023, the estimated population is 3,315 people and the estimated housing units are 1,061. There are approximately 3.12 residents per housing unit assumed in service area calculations.



Algona only has one neighborhood park, 7<sup>th</sup> Ave Park, and effectively meets immediate park and recreation needs in the northern half of the City. This park alone serves nearly a fifth of residents by service area. One neighborhood park on its own cannot meet the citywide service area metric of 75% of residents within a quarter mile of a neighborhood park. An additional park is needed in the northern half of contiguous Algona to improve the LOS grade. There is an over-concentration of pocket parks in one area of the city, along Stanley Avenue, and a lack of pocket park opportunities throughout the city. The clustering of the pocket parks results in a lower LOS since they are serving the same households in their respective service areas. A greater distribution of pocket parks in the future will increase the city's performance in small, informal park opportunities. Pocket parks only serve about 41% of the population.

**Figure 6: Park LOS Analysis by Park**

Park	Classification	Service Area	Est. Population within Service Area <sup>4</sup>	% of Population in Service Area
Stanley Tot Lot	Pocket Park	50% of the population within 0.15 mile	321	9.7%
3 <sup>rd</sup> Avenue Pocket Park	Pocket Park	50% of the population within 0.15 mile	409	12.33%
Waffle Park	Pocket Park	50% of the population within 0.15 mile	552	16.65%
Stanley Avenue Park	Pocket Park	50% of the population within 0.15 mile	399	12.04%
7 <sup>th</sup> Avenue Park	Neighborhood Park	75% of the population within 1/4 mile	643	19.38%
Algona Wetland Preserve	Community Park	Community Park -- 90% of the population within 1/2 mile	468	14.11%
John Matchett Memorial Park	Community Park	Community Park -- 90% of the population within 1/2 mile	2140	64.56%
Interurban Trail	Trail	90% of population within 1/2 mile of a trail	2976	89.78%

<sup>4</sup> Service areas are estimated based on the number of residential units within each park's service area and the average number of residents per household. Parks may overlap with one another.

Figure 7: Park LOS Analysis by Class

Classification	Service Area	Est. Population within Service Area <sup>5</sup>	% of Population in Service Area	Park Classification LOS
Pocket Park	50% of the population within 0.15 mile	680	41%	D
Neighborhood Park	75% of the population within 1/4 mile	643	25%	E
Community Park	Community Park -- 90% of the population within 1/2 mile	2200	73.7%	B
Trail	90% of population within 1/2 mile of a trail	2976	99%	A
Average No. of People in Service Area:			1,625	
Average LOS:			D	

### Consistency with Capital Facilities

The State requires the *Parks and Recreation* element to describe how it is consistent with the *Capital Facilities* element under [WAC 365-196-440](#). Parks are considered to be a capital facility or an asset (property owned and maintained) by the City. Parks are described as assets within the *Capital Facilities and Utilities* element, however their LOS performance is described within this *Parks and Recreation* element. There are a number of proposed parks projects the City is currently considering, including:

- 1. David E. Hill Wetland Preserve – Acquisition and Expansion:** The City is in the process of acquiring additional lands west of the current site. There are plans to expand the trail westerly and create an loop trail throughout the site connecting to a small parking lot along Ellingson Road.
- 2. Algona Village Trail Acquisition and Development:** A trail is proposed to be developed along the wooded, steep slopes off the West Valley Highway South, adjacent to the old site of the South King County Transfer Station connecting to a proposed mixed-use project in the southwest corner of Algona.
- 3. New Park – Acquisition and Development:** The City is evaluating opportunities to acquire new public lands in the Algona, north of 8<sup>th</sup> Avenue North. The city is aiming to develop a neighborhood or community park in this area to effectively have all residents be served by a community park within the service area standards described in *Level of Service Standards* subsection above.

<sup>5</sup> Service areas are estimated based on the number of residential units within each park's service area and the average number of residents per household. Parks may overlap with one another

The city will continue to acquire parcels for new within its neighborhoods as opportunities become available. Details on the above proposed projects as well as other parks projects and capital projects are detailed in *Appendix D: Capital Improvement Plan*.

### Park Impact Fees

Algona currently collects a Parks Impact Fee as described in Algona Municipal Code [Chapter 2.50](#). As of 2024, the City collects \$1,000 per new residential unit developed. The impact fee program was established in 2004 and updated in 2017 as a result of a consistent community interest in improving park accessibility and anticipated influx of new residential development spurred by code updates expanding permitted forms of housing.

The City will evaluate the need to incrementally increase park impact fees as it corresponds with inflation costs for materials, permitting, construction, and property values. Updating fee schedules for impact fees is a quasi-judicial process requiring rate studies and a fiscal analysis. City Council must vote to adopt changes to the fee schedule. Generally, impact fees do not recover the full cost of developing new facilities since the fee must be directly related to a specific development project and their proportional impacts.

In Washington, impact fees are authorized for those jurisdictions planning under the Growth Management Act and creating a comprehensive plan, as part of “voluntary agreements” under [RCW 82.02.020](#) to mitigate for impacts of new development.



*A basketball lies on the court at John Matchett Memorial Park. Photo by Caitlin Hepworth.*

## Interagency Opportunities

Additionally, the State requires the *Parks and Recreation* element to describe opportunities to work collaboratively with other agencies to expand park and recreation opportunities under [WAC 365-196-440](#). As noted previously, it is critical for the City to work with grant opportunities and develop partnerships to meet local park needs. Algona is a relatively small community; it is the ninth smallest<sup>6</sup> in geographic size and eighth smallest<sup>7</sup> in population in King County. Due to Algona's limited size and population, creative approaches to getting the community outside to enjoy recreation are absolutely necessary to maintain level of service while expanding opportunity.

### Grants

Public grants are an option to supplement the City's budget for parks development, acquisition, design, and construction. The City of Algona has successfully obtained parks grants in the past to fund acquisition, design, and development projects. While the grant process is competitive and provides limited financial assistance, it historically has been instrumental in providing complete funding for projects in smaller communities like Algona where there is a more limited residential and commercial tax base.

Grants are not intended to be relied upon for nominal funding for each project the City pursues. However, grants reduce the burden of a project's overall cost on local taxpayers and annual budgets. **Figure 8** lists grants the City is eligible to pursue in future parks related capital improvement projects.

**Figure 8: Park and Recreation Grant Opportunities**

<i>King County Grants</i>	<i>Description</i>
Parks Capital and Open Space Grant	This grant can fund a broad range of parks projects, including land acquisition, park planning, and development of passive and active parks and trails.
Healthy Communities and Park Fund	This grant funds projects and programs that provide new, increased, or enhanced access to recreation, parks, and open space in underserved communities, including investing in capacity-building for community groups.

<sup>6</sup> Algona is 1.29 square miles in geographic size. Smallest cities by geographic area in King County (in order): Beaux Arts Village, Skykomish, Wilderness Rim, Hunts Point, Yarrow Point, Clyde Hill, Baring, and Carnation

<sup>7</sup> Algona's population is 28<sup>th</sup> out of 35 jurisdictions in King County. Smallest city populations in King County (in order): Skykomish, Beaux Arts Village, Hunts Point, Yarrow Point, Carnation, Medina, and Clyde Hill.

Youth and Amateur Sports	This grant funds programs and capital projects that increase youth access to physical activity.
Conservation Futures	This grant funds the purchasing or preservation of open space lands to be used for passive, low-impact recreation.
Water Works	The Water Works program funds park projects that improve water quality in the service area of the County's regional wastewater system, including creek and wetland restoration projects.
<b>Washington State Grants</b>	<b>Description</b>
RCO – Planning for Recreation Access	Grants are used to support planning, community engagement, and collaboration between local governments, community-based organizations, and residents to define outdoor recreation needs, prioritize investments to address those needs, and prepare on-the-ground projects for RCO and other funding opportunities.
RCO – Community Outdoor Athletic Facilities	<p>Eligible community outdoor athletic facilities should attract and accommodate practice, training, or competition using a participant's physical skills or capabilities. Such athletic activities should be the primary focus of the facility rather than leisure activities. Specific policies for eligible elements, costs and activities are in development; however, examples of typical projects that likely could be funded through this program include the following outdoor facilities:</p> <ul style="list-style-type: none"> <li>• Rectangular fields for soccer, football, lacrosse, etc.</li> <li>• Fields for baseball, softball, cricket, etc.</li> <li>• Tracks and courses</li> <li>• Skateparks, BMX, and mountain bike parks</li> <li>• Paddling facilities, rock climbing</li> <li>• Ice and roller hockey</li> <li>• Swimming pools</li> <li>• Acquisition of land for such facilities</li> </ul>
RCO – Parks Maintenance Grant	The Washington State Legislature provided one-time funding in the operating budget to help local parks departments maintain their working facilities to meet the needs of their residents. This program will focus on helping communities in need address maintenance backlogs for key local parks facilities and capital improvements. Accessed through a simple application process, grants can be used for general maintenance of things such as trails, restrooms, picnic sites, playgrounds, signs, and kiosks.

No Child Left Inside	<p>The Washington State Legislature created the No Child Left Inside grant program to provide under-served youth with quality opportunities to experience the natural world.</p> <p>Grants are available for outdoor environmental, ecological, agricultural, or other natural resource-based education and recreation programs serving youth. Funding focuses on serving youth with the greatest needs and helping them improve their overall academic performance, self-esteem, personal responsibility, community involvement, personal health, and understanding of nature.</p>
Youth Athletic Facilities	<p>The Youth Athletic Facilities program provides grants to buy land and develop or renovate outdoor athletic facilities such as ball fields, courts, swimming pools, mountain bike tracks, and skate parks that serve youth through the age of 18.</p> <p>While the program focuses on youth, RCO strongly encourages grant recipients to design facilities to serve all ages and multiple activities.</p> <p>An athletic facility is an outdoor facility used for playing sports or participating in competitive athletics and excludes playgrounds, tot lots, vacant lots, open or undeveloped fields, and level open space used for non-athletic play.</p>

### Partnerships

Partnerships are another pathway to supporting growing demands for parks and recreational activities in Algona, and can include land donations, funding, interlocal agreements, and park stewardship. Partnerships can happen between public, private, and non-profit agencies to help meet community needs publicly or privately. Mutual goals shared between agencies drive the need to develop partnerships.

Algona does not currently have any parks partnerships, however there is interest in beginning to partner with other agencies, community groups, and non-profits to increase public access to recreation and garner environmental stewardship. Partnerships in particular are beneficial in granting opportunities to participate in recreation programs. The City of Auburn has an established recreation program that the City of Algona could develop an interlocal agreement to help fund and participate in. Other cities in King County have similar agreements – in particular the City of Clyde Hill has an interlocal agreement with the City of Bellevue to be eligible for participation in Bellevue’s recreational programming.



Partnerships can advance completion of various park projects and opportunities and also reduce the demand for funding from local taxpayers. For example, Algona could consider a partnership with its jurisdictional neighbors (City of Auburn or City of Pacific) to help meet mutual needs for parks or recreation in mutually underserved areas.



*The YMCA held a booth at 2022 Algona Days presenting different opportunities for youth and adults to get active in nearby YMCA facilities in Auburn or Kent. Photo by Tanner Machala.*

### Washington Recreation and Conservation Office (RCO)

The Washington RCO offers a number of grant programs annually to assist local jurisdictions in planning for parks and recreation to meet local and future demands. While some grants are eligible for any jurisdiction to apply for, there are a number of grants that are exclusively developed and eligible for cities that develop a *Parks, Recreation, and Open Space Plan (PROS Plan)*. A PROS Plan would need to be reviewed and certified by the RCO to allow Algona to have additional grant opportunities. Certification is conducted by RCO every even numbered year and expires after six (6) years. A PROS Plan requires the following elements to be considered a complete report:

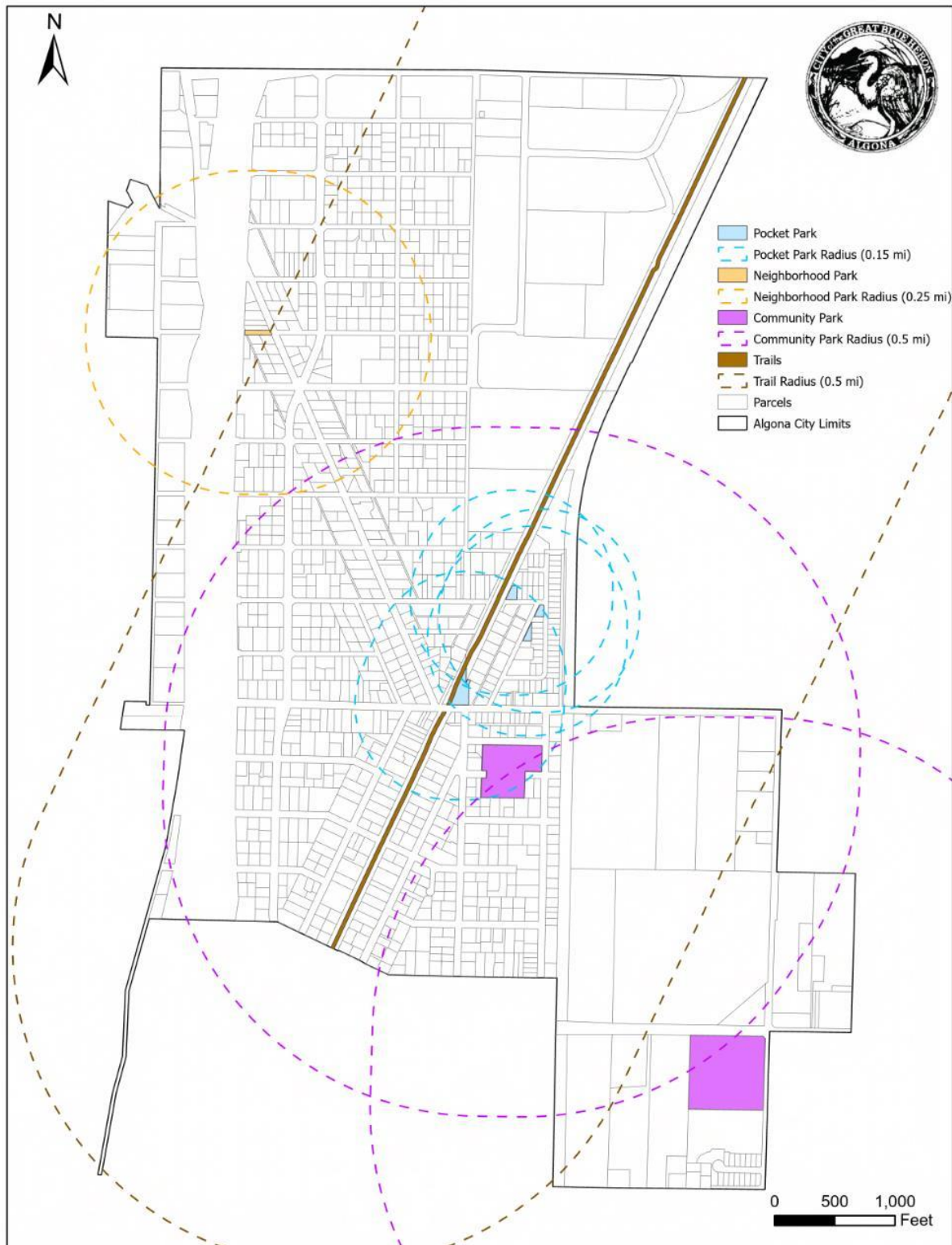
1. Goals and Policies
2. Inventory
3. Public Engagement
4. Needs and Demand Analysis
5. Capital Improvement Plan
6. Adoption



*Civic events like Algona Days bring the community together sparking a love for the outdoors, community, and recreation while championing community pride and identity. Photo by Tanner Machala.*



Figure 9: Parks Service Area Map



## Goals and Policies

### Goal PR-1 Uniting Park and City Identity

**Maintain and enhance a parks system that meets the needs and desires of Algona Residents.**

Policies:

**PR-1.2** Emphasize physical activity in the review and approval of public or private recreational facilities proposed in site plans or park designs.

**PR-1.2** Promote revision of standards for public street development that include aesthetic enhancement, distinctive street signage, lighting, and/or furnishings, enhanced pedestrian walkways, and street tree plantings. Ensure coordination of changes with Public Works standards.

**PR-1.3** Features, signs, and design should be compatible with the capability of the site to sustain the anticipated recreational uses.

**PR 1.4:** Incorporate placemaking or educational signage at parks to communicate historical context and explain park naming practices.

**PR-1.5:** Prioritize investment in parks to serve historically underserved neighborhoods.

### Goal PR-2 Enhancing User Experience

**Maintain and improve the Parks and Recreational opportunities within the City of Algona to the benefit of its citizens.**

Policies:

**PR-2.1** Work with new development and other agencies to fund park maintenance, development, and acquisition.

**PR-2.2** Encourage low-maintenance park facilities options with consideration to minimize long-term maintenance, operation, and renovation /replacement costs.

**PR-2.3** Seek to increase federal, State, regional, and local grants for Park & Recreational facilities.

**PR-2.4** Explore concession “enterprises” at Matchett Park from April 1 to September 1, to provide services to the public in exchange for rental fees. These fees are to be designated to the Park Facilities fund for park upkeep and improvement.

**PR-2.5:** Develop and maintain the Algona Wetland Preserve to provide additional recreational opportunities for community members.

## Goal PR-3 Expanding Our Trails

**Maintain a trail system that joins the existing public/ private trail system with future trail systems both inside and outside the city limits.**

### Policies:

**PR-3.1** Facilitate the creation of a trail system corridor where new development can link the existing trail system.

**PR-3.2** Facilitate public education and awareness of Electric Avenue (P.S. P&L. Co. R.O.W.) Bike Trail as a length in a “Heron Bike Tour Route”.

**NEW (From email correspondence): PR-3.3:** Work with PSE and King County to maintain and improve the Interurban Trail by maintaining the trail surface and adding trailside amenities.

## Goal PR-4 Considering Natural Lands

**Enhance the natural environment through the preservation of natural vegetation and the addition of landscaping throughout the city.**

### Policies:

**PR-4.1** Use open space, greenbelts, and natural vegetation to reduce noise and visual pollution and encourage natural buffering between land uses and separate incompatible land uses from residential areas.

**PR-1.1** Parks, Bike/Pedestrian Corridors, and Open Space areas shall emphasize and protect the environmental qualities and natural amenities within and along their boundaries.

**PR 1.3** Include natural areas such as wetlands, streams, and wildlife habitats into the park design and identified with interpretive signage to foster understanding of the natural environment.

## Goal PR-5 Improving Park Accessibility

**New and existing parks should be safe and convenient.**

### Policies:

**PR-5.1** Park and recreation facilities, park designs, facilities, and fixtures should be encouraged to incorporate measures that reduce the exposure of users to unsafe conditions.

**PR-5.2** Park facilities shall meet the requirements of the Americans with Disabilities Act (ADA) by incorporating designated spaces for barrier-free parking, curb cuts, hard surface trails, low gradient ramps and inclines, recreational equipment, plumbing fixtures, and any other improvements required by the ADA that ensure that parks are accessible to all persons.



**CITY COUNCIL****AGENDA BILL # AB24-0112**

**City of Algona**  
**200 Washington Blvd.**  
**Algona, WA 98001**

**ITEM INFORMATION**

<b>SUBJECT:</b>  <b>Resolution 1271-24, EJ Municipal Land Use Planning Services</b>	<b>Agenda Date: February 12<sup>th</sup>, 2024</b>		
	<b>Department/Committee/Individual</b>	<b>Created</b>	<b>Reviewed</b>
	Mayor		x
	City Administrator	x	x
	City Attorney		x
	City Clerk		
	Finance Dept		
	PW/Utilities		
	Planning Dept		
	Community Services		
<b>Cost Impact:</b>	Police Dept		
<b>Fund Source:</b>	Finance Committee		
<b>Timeline:</b> 1 <sup>st</sup> review – 1/8/24	Planning Commission		
2 <sup>nd</sup> review – 1/22/24	Civil Service Committee		
3 <sup>rd</sup> review – 2/12/24			

**Staff Contact: Jessica Griess, City Administrator****Attachments: Planning Services Contract; Resolution 1271-24****SUMMARY STATEMENT:**

In December, the City put out a RFP for on call planning services. We received four proposals and after reviewing all four, Mayor Linnell and City Administrator Griess is presenting a contract for EJ Municipal Planning as they seem to be the best fit. Eric is already familiar with ongoing projects and our vision for the future of the City. He has experience with small cities, has a proven track record for project and grant management, and the background in planning services.

The contract is for two years with a budget of \$100,000 per year.

**COMMITTEE REVIEW AND RECOMMENDATION:****RECOMMENDED ACTION:****Make a motion to approve Resolution 1271-24.****RECORD OF COUNCIL ACTION**

*Meeting Date:*                      *Action:*    *Vote:*

## RESOLUTION NO. 1271-24

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF  
ALGONA, WASHINGTON, APPROVING AND  
AUTHORIZING THE EXECUTION OF A CONSULTANT  
AGREEMENT WITH EJ MUNICIPAL LAND USE PLANNING  
FOR MUNICIPAL PLANNING SERVICES.

WHEREAS, the City of Algona regulates the development and use of land within its jurisdiction; and

WHEREAS, the City requires the services of a qualified consultant firm to perform and assist with municipal planning services, including without limitation long range planning and permit review services, on an as-needed basis; and

WHEREAS, the City has selected EJ Municipal Land Use Planning to perform such services, and desires to contract with said firm;

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF ALGONA, WASHINGTON, HEREBY RESOLVES AS FOLLOWS:

Section 1. Approval of Agreement; Execution Authority. The City Council hereby approves the Consultant Agreement between EJ Municipal Land Use Planning and the City of Algona substantially in the form provided in Exhibit A, attached hereto and incorporated herein by this reference as if set forth in full. The Mayor is hereby authorized to execute said agreement on behalf of the City, inclusive of any minor revisions deemed reasonably necessary or desirable by the Mayor.

Section 2. Effective Date. This resolution shall take effect immediately upon passage.

PASSED by the City Council of the City of Algona, at its regular meeting thereof this \_\_\_\_ day of February, 2024.

CITY OF ALGONA, WASHINGTON

\_\_\_\_\_  
Troy Linnell, Mayor

(SEAL)

ATTEST:

---

Dana Parker  
City Clerk

**Exhibit A**

<b>CONSULTANT AGREEMENT</b>	
<b>PROJECT TITLE AND IDENTIFICATION NUMBER</b>	<b>WORK DESCRIPTION</b> Municipal Planning Services
<b>CONSULTANT</b> EJ Municipal Land Use Planning	<b>CONSULTANT CONTACT NAME, ADDRESS AND TELEPHONE NO.</b> Eric Jensen PO Box 2056 Kirkland, WA 98083 (206) 898-1843
<b>FEDERAL I.D. NO.</b>	<b>BUDGET OR FUNDING SOURCE</b>
<b>PROJECT ADMINISTRATOR NAME, ADDRESS AND TELEPHONE NO.</b>	<b>MAXIMUM AMOUNT PAYABLE, IF ANY</b>  \$100,000 annually
<b>COMPLETION DATE</b>  December 31 <sup>st</sup> , 2025	<input type="checkbox"/> Lump Sum <input type="checkbox"/> Cost Plus a Fixed Fee <input type="checkbox"/> Schedule Rate/Time and Materials <input checked="" type="checkbox"/> Time and Materials/Not to Exceed

THIS AGREEMENT is entered into on \_\_\_\_\_, 2024, between the City of Algona, Washington, hereinafter called "the CITY", and the above person, firm or organization, hereinafter called "the CONSULTANT".

WHEREAS, the CITY desires to accomplish the above-referenced project; and

WHEREAS, the CITY does not have sufficient staff or expertise to meet the required commitment and therefore deems it advisable and desirable to engage the assistance of a CONSULTANT to provide the necessary services for the project; and

WHEREAS, the CONSULTANT has represented to the CITY that the CONSULTANT is in compliance with the professional registration statutes of the State of Washington, if applicable, and has signified a willingness to furnish consulting services to the CITY, now, therefore,

IN CONSIDERATION OF the terms and conditions set forth below, or attached and incorporated and made a part hereof, the parties agree as follows:

1. Retention of Consultant - Scope of Work. The CITY hereby retains the CONSULTANT to provide professional services as defined in this agreement and as necessary to

accomplish the scope of work attached hereto as Attachment A and incorporated herein by this reference as if set forth in full. The CONSULTANT shall furnish all services, labor and related equipment necessary to conduct and complete the work, except as specifically noted otherwise in this agreement.

2. Completion of Work. The CONSULTANT shall not begin any work under the terms of this agreement until authorized in writing by the CITY. The CONSULTANT shall complete all work required by this agreement according to the schedule attached as Attachment B and incorporated herein by this reference as if set forth in full. A failure to complete the work according to the attached schedule, except where such failure is due to circumstances beyond the control of the CONSULTANT, shall be deemed a breach of this agreement. The established completion time shall not be extended because of any delays attributable to the CONSULTANT, but may be extended by the CITY, in the event of a delay attributable to the CITY, or because of unavoidable delays caused by circumstances beyond the control of the CONSULTANT. All such extensions shall be in writing and shall be executed by both parties.

3. Payment. The CONSULTANT shall be paid by the CITY for satisfactorily completed work and services satisfactorily rendered under this agreement as provided in Attachment A, attached hereto and incorporated herein by this reference as if set forth in full. Such payment shall be full compensation for work performed or services rendered and for all labor, materials, supplies, equipment, and incidentals necessary to complete the work specified in the Scope of Work attached. The CONSULTANT shall be entitled to invoice the CITY no more frequently than once per month during the course of the completion of work and services by the CONSULTANT. Invoices shall detail the work performed or services rendered, the time involved (if compensation is based on an hourly rate) and the amount to be paid. The CITY shall pay all such invoices within 45 days of submittal, unless the CITY gives notice that the invoice is in dispute. In no event shall the total of all invoices paid exceed the maximum amount payable set forth above, if any, and the CONSULTANT agrees to perform all services contemplated by this agreement for no more than said maximum amount.

4. Changes in Work. The CONSULTANT shall make such changes and revisions in the complete work provided by this agreement as may be necessary to correct errors made by the CONSULTANT and appearing therein when required to do so by the CITY. The CONSULTANT shall make such corrective changes and revisions without additional compensation from the CITY. Should the CITY find it desirable for its own purposes to have previously satisfactorily completed work or parts thereof changed or revised, the CONSULTANT shall make such revisions as directed by the CITY. This work shall be considered as Extra Work and will be paid for as provided in Section 5.

5. Extra Work.

A. The CITY may, at any time, by written order, make changes within the general scope of the agreement in the services to be performed. If any such change causes an increase or decrease in the estimated cost of, or the time required for, performance of any part of the work or services under this agreement, whether or not changed by the order, or otherwise affects any other terms or conditions of the agreement, the CITY shall make an equitable



adjustment in the (1) maximum amount payable; (2) delivery or completion schedule or both; and (3) other affected terms, and shall modify the agreement accordingly.

B. The CONSULTANT must submit any "proposal for adjustment" under this clause within 30 days from the date of receipt of the written order to make changes. However, if the CITY decides that the facts justify it, the CITY may receive and act upon a proposal submitted before final payment of the agreement.

C. Failure to agree to any adjustment shall be a dispute under the Disputes clause of this agreement, as provided in Section 13. Notwithstanding any such dispute, the CONSULTANT shall proceed with the agreement as changed.

D. Notwithstanding any other provision in this section, the maximum amount payable for this agreement shall not be increased or considered to be increased except by specific written amendment of this agreement.

6. Ownership of Work Product. Any and all documents, drawings, reports, and other work product produced by the CONSULTANT under this agreement shall become the property of the CITY upon payment of the CONSULTANT'S fees and charges therefore. The CITY shall have the complete right to use and re-use such work product in any manner deemed appropriate by the CITY, provided, that use on any project other than that for which the work product is prepared shall be at the CITY'S risk unless such use is agreed to by the CONSULTANT.

7. Independent Contractor. The CONSULTANT is an independent contractor for the performance of services under this agreement. The CITY shall not be liable for, nor obligated to pay to the CONSULTANT, or any employee of the CONSULTANT, sick leave, vacation pay, overtime or any other benefit applicable to employees of the CITY, nor to pay or deduct any social security, income tax, or other tax from the payments made to the CONSULTANT which may arise as an incident of the CONSULTANT performing services for the CITY. The CITY shall not be obligated to pay industrial insurance for the services rendered by the CONSULTANT.

8. Indemnification / Hold Harmless. The CONSULTANT shall defend, indemnify and hold the City, its officers, officials, employees and volunteers (collectively, "the CITY") harmless from any and all claims, injuries, damages, losses or suits, including attorneys' fees, arising out of, in connection with, or otherwise resulting in any manner from the performance of this agreement, except for injuries and damages caused by the sole negligence of the City.

Should a court of competent jurisdiction determine that this agreement is subject to RCW 4.24.115, then, in the event of liability for damages arising out of bodily injury to persons or damages to property caused by or resulting from the concurrent negligence of the CONSULTANT and the City, the CONSULTANT'S liability hereunder shall only be to the extent of the CONSULTANT'S negligence.

It is further specifically and expressly understood that the indemnification provided herein constitutes the CONSULTANT'S waiver of immunity under the Industrial Insurance provisions

of Title 51 RCW, solely for the purposes of this indemnification. This waiver has been mutually negotiated by the parties.

The provisions of this section shall survive the expiration or termination of this agreement.

9. Insurance. The CONSULTANT shall obtain and provide verification of insurance coverage of the type and amount specified in this section.

A. Minimum Scope of Insurance.

The CONSULTANT shall obtain insurance of the types described below:

(1). Worker's compensation and employer's liability insurance as required by the State of Washington;

(2). Commercial General Liability insurance written on Insurance Services Office (ISO) occurrence form CG 00 01 and covering liability arising from premises, operations, independent contractors and personal injury and advertising injury. The CITY shall be named as an insured under the CONSULTANT'S Commercial General Liability insurance policy with respect to any work performed for the CITY.

(3). Professional liability insurance, appropriate to CONSULTANT's field of expertise.

(4). Automobile Liability insurance covering all owned, non-owned, hired and leased vehicles. Coverage shall be written on ISO form CA 00 01 or a substitute form providing equivalent liability coverage. If necessary, the policy shall be endorsed to provide contractual liability coverage.

B. Minimum Amounts of Insurance.

The CONSULTANT shall maintain the following insurance limits:

(1) Automobile Liability insurance with a minimum combined single limit for bodily injury and property damage of \$1,000,000 per accident.

(2) Commercial General Liability insurance shall be written with limits no less than \$1,000,000 each occurrence and \$2,000,000 general aggregate.

(3) Professional Liability insurance shall be written with limits no less than \$1,000,000 per claim and \$1,000,000 policy aggregate limit.

The amounts listed above are the minimum deemed necessary by the CITY to protect the CITY'S interests in this matter. The CITY has made no recommendation to the CONSULTANT as to the insurance necessary to protect the CONSULTANT'S interests and any decision by the

CONSULTANT to carry or not carry insurance amounts in excess of the above is solely that of the CONSULTANT.

C. Other Insurance Provisions.

(1) All insurance coverage required by this agreement shall be obtained from an insurance company authorized to do business in the State of Washington and holding a current A.M Best rating of not less than A:VII. Excepting professional liability insurance, the CITY will be named on all insurance as an additional insured. The certificates of insurance shall cover the work specified in, related to or performed in any manner under this agreement.

(2) The Automobile Liability, Commercial General Liability and Professional Liability insurance policies required under this agreement shall contain or be endorsed to contain the following provisions:

a. The CONSULTANT'S insurance coverage shall be primary insurance with respect to the City. Any insurance, self-insurance or insurance pool coverage maintained by the City shall be excess of the CONSULTANT'S INSURANCE and shall not contribute with it.

b. The CONSULTANT'S insurance shall be endorsed to state that coverage shall not be cancelled by either party, except after thirty (30) days prior written notice by certified mail, return receipt requested, has been given to the City.

D. Verification of Coverage.

The CONSULTANT shall furnish the CITY with original certificates and a copy of the amendatory endorsements, including but not limited to the additional insured endorsement, evidencing the insurance requirements of the CONSULTANT before commencement of the work specified under this agreement.

10. Records Retention and Disclosure. The CONSULTANT shall keep all records related to this agreement for a period of three years following completion of the work for which the CONSULTANT is retained. The CONSULTANT shall permit any authorized representative of the CITY, and any person authorized by the CITY for audit purposes, to inspect such records at all reasonable times during regular business hours of the CONSULTANT. Upon request, the CONSULTANT will provide the CITY with reproducible copies of any such records. The copies will be provided without cost if required to substantiate any billing of the CONSULTANT, but the CONSULTANT may charge the CITY for copies requested for any other purpose. The CONSULTANT shall also provide a complete electronic copy of all reports, plans, and specifications upon completion of the work or upon request of the CITY.

Separate from and additional to the foregoing, the CONSULTANT shall fully cooperate with and assist the CITY with respect to any request for public records received by the CITY and related to any public records generated, produced, created and/or possessed by the CONSULTANT and related to the services performed under this agreement. Upon written demand by the CITY, the

CONSULTANT shall furnish the CITY with full and complete copies of any such records within five business days.

The CONSULTANT's failure to timely provide such records upon demand shall be deemed a material breach of this agreement. To the extent that the CITY incurs any monetary penalties, attorneys' fees, and/or any other expenses as a result of such breach, the CONSULTANT shall fully indemnify and hold harmless the CITY as set forth in Section 8.

For purposes of this section, the term "public records" shall have the same meaning as defined by Chapter 42.17 RCW and Chapter 42.56 RCW, as said chapters have been construed by Washington courts.

The provisions of this section shall survive the expiration or termination of this agreement.

11. Notices. All notices required to be given by either party to the other under this Agreement shall be in writing and shall be given in person or by mail to the addresses set forth in the box for the same appearing at the outset of this Agreement. Notice by mail shall be deemed given as of the date the same is deposited in the United States mail, postage prepaid, addressed as provided in this paragraph.

12. Project Administrator. The Project Administrator shall be responsible for coordinating the work of the CONSULTANT, for providing any necessary information for and direction of the CONSULTANT's work in order to ensure that it generally meets the requirements of this agreement, and for reviewing, monitoring and approving the general quality and quantity of such work. The CONSULTANT shall report to and take any necessary direction from the Project Administrator. Provided, that nothing in this section shall be construed as altering the CONSULTANT'S duty of care or otherwise limiting, abridging, waiving or reducing the CONSULTANT'S obligations under this agreement.

13. Disputes/Conflict amongst attachments. Any dispute concerning questions of fact in connection with the work not disposed of by agreement between the CONSULTANT and the CITY shall be referred for determination to the CITY Department Head who administers the department in which the Project Administrator works. The Department Head's decision in the matter shall be final and binding upon the parties to this agreement, provided, however, that if litigation is brought challenging the decision, that decision shall be subject to judicial review. In case of conflict between the Attachments to this Agreement and the portions of this Agreement preceding the signature lines (paragraphs 1-23), the terms of paragraphs 1-23 shall prevail. Any limitations on liability and indemnification expressed in the Attachments beyond those specified in paragraph 8 (prior to signature line) shall be null and void.

14. Termination. The CITY reserves the right to terminate this agreement at any time upon ten (10) days written notice to the CONSULTANT. Any such notice shall be given to the address specified above. In the event that this agreement is terminated by the City other than for fault on the part of the CONSULTANT, a final payment shall be made to the CONSULTANT for all services performed. No payment shall be made for any work completed after ten (10) days following receipt by the CONSULTANT of the notice to terminate. In the event that services of

the CONSULTANT are terminated by the CITY for fault on the part of the CONSULTANT, the amount to be paid shall be determined by the CITY with consideration given to the actual cost incurred by the CONSULTANT in performing the work to the date of termination, the amount of work originally required which would satisfactorily complete it to date of termination, whether that work is in a form or type which is usable to the CITY at the time of termination, the cost of the CITY of employing another firm to complete the work required, and the time which may be required to do so.

15. Non-Discrimination. The CONSULTANT agrees not to discriminate against any customer, employee or applicant for employment, subcontractor, supplier or material man, because of race, color, creed, religion, national origin, marital status, sex, age or handicap, except for a bona fide occupational qualification. The CONSULTANT understands that if it violates this provision, this agreement may be terminated by the CITY and that the CONSULTANT may be barred from performing any services for the CITY now or in the future.

16. Subcontracting or Assignment. The CONSULTANT may not assign or subcontract any portion of the services to be provided under this agreement without the express written consent of the CITY.

17. Non-Waiver. Payment for any part of the work or services by the CITY shall not constitute a waiver by the CITY of any remedies of any type it may have against the CONSULTANT for any breach of the agreement by the CONSULTANT, or for failure of the CONSULTANT to perform work required of it under the agreement by the CITY. Waiver of any right or entitlement under this agreement by the CITY shall not constitute waiver of any other right or entitlement.

18. Litigation. In the event that either party deems it necessary to institute legal action or proceedings to enforce any right or obligation under this agreement, the parties agree that such actions shall be initiated in the Superior Court of the State of Washington, in and for King County. The parties agree that all questions shall be resolved by application of Washington law and that parties to such actions shall have the right of appeal from such decisions of the Superior Court in accordance with the laws of the State of Washington. The CONSULTANT hereby consents to the personal jurisdiction of the Superior Court of the State of Washington, in and for King County. The prevailing party in any such litigation shall be entitled to recover its costs, including reasonable attorneys' fees, in addition to any other award.

19. Taxes. The CONSULTANT will be solely responsible for the payment of any and all applicable taxes related to the services provided under this agreement and if such taxes are required to be passed through to the CITY by law, the same shall be duly itemized on any billings submitted to the CITY by the CONSULTANT.

20. City Business License. The CONSULTANT has obtained, or agrees to obtain, a business license from the CITY prior to commencing to perform any services under this agreement if required by CITY ordinances. The CONSULTANT will maintain the business license in good standing throughout the term of this Agreement.

21. Entire Agreement. This agreement represents the entire integrated agreement between the CITY and the CONSULTANT, superseding all prior negotiations, representations or agreements, written or oral. This agreement may be modified, amended, or added to, only by written instrument properly signed by both parties hereto.

22. Legal Compliance. In the performance of work under this agreement, the CONSULTANT shall comply with all federal, state and municipal laws, ordinances, rules and regulations that are applicable to the CONSULTANT's business, equipment, and personnel engaged in operations covered by this agreement or accruing out of the performance of such operations.

23. Risk of Loss. The CONSULTANT shall be solely responsible for the safety of its employees, agents and subcontractors in the performance of the work hereunder and shall take all protections reasonably necessary for that purpose. All work shall be done at the CONSULTANT's own risk, and the CONSULTANT shall be solely responsible for any loss of or damage to materials, tools, or other articles used or held for use in connection with the work.

IN WITNESS WHEREOF, the parties hereto have executed this agreement as of the day and year first above written.

CONSULTANT:

CITY OF ALGONA:

EJ Municipal Land Use Planning

\_\_\_\_\_  
By: Eric Jensen  
Title: Principal/Owner

\_\_\_\_\_  
Troy Linnell, Mayor

ATTEST/AUTHENTICATED:

\_\_\_\_\_  
Dana Parker, City Clerk



## ATTACHMENT A

### SCOPE OF WORK AND FEE SCHEDULE

EJ Municipal Land Use Planning, LLC will provide the services specifically set forth below.

**Task 001      On-Call Planning Services**

Complete tasks as assigned by City Administrator. This effort includes, but is not limited to, performing tasks associated with:

- Phase 2-5 Algona Village commercial, residential, and mixed-use development proposal and related permit applications
- Algona Municipal Code update effort for Land Use related sections
- Park Planning for 2025 Comprehensive Plan annual amendment update
- Public Outreach and Community Engagement efforts for all plan and code updates
- Professional administrative and consultant selection support
- Professional support for land use hearings before City Hearing Examiner
- Professional support for grant writing and grant management
- Project Management for redevelopment of Old King County Transfer Station property

### BILLING RATE

Principal/Owner	\$195/hour
Senior Planner	\$155/hour
Assistant Planner	\$100/hour



## CITY COUNCIL

## AGENDA BILL # AB24-0111

City of Algona  
200 Washington Blvd.  
Algona, WA 98001

## ITEM INFORMATION

<b>SUBJECT:</b>  <b>Resolution 1272-24, Transportation Improvement Board (TIB) Grant Agreement</b>	<b>Agenda Date: February 12<sup>th</sup>, 2024</b>		
	Department/Committee/Individual	Created	Reviewed
	Mayor		
	City Administrator	x	x
	City Attorney		x
	City Clerk		
	Finance Dept		
	PW/Utilities		
	Planning Dept		
	Community Services		
Cost Impact:	Police Dept		
Fund Source:	Finance Committee		
Timeline: 1 <sup>st</sup> review – 1/8/24	Planning Commission		
2 <sup>nd</sup> review – 1/22/24	Civil Service Committee		
3 <sup>rd</sup> review – 2/12/24			
<b>Staff Contact: Public Works Director Russ Avery</b>			
<b>Attachments: TIB Grant Agreement; Resolution 1272-24</b>			
<b>SUMMARY STATEMENT:</b> The City has been awarded \$678,600 to cover 90% of an overlay project on Ellingson from Pacific Ave to Union Pacific Railroad.			
<b>COMMITTEE REVIEW AND RECOMMENDATION:</b>			
<b>RECOMMENDED ACTION:</b> <b>Make a motion to approve Resolution 1272-24.</b>			
<b>RECORD OF COUNCIL ACTION</b>			
Meeting Date:		Action:	Vote:

## RESOLUTION NO. 1272-24

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF  
ALGONA, WASHINGTON, APPROVING AND  
AUTHORIZING THE EXECUTION OF THE FUEL TAX  
GRANT AGREEMENT WITH TRANSPORTATION  
IMPROVEMENT BOARD.

WHEREAS, the City of Algona submitted for funding with the Transportation Improvement Board for a street improvement project; and

WHEREAS, the City was awarded \$678,600 and the City Council desires to accept and utilize the funds by approving and authorizing the execution of the grant agreement with the Transportation Improvement Board for the project provided herein; and

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF ALGONA, WASHINGTON, HEREBY RESOLVES AS FOLLOWS:

Section 1. Approval of Agreement; Execution Authority. The City Council hereby approves the Grant Agreement between the Transportation Improvement Board and the City of Algona substantially in the form provided in Exhibit A, attached hereto and incorporated herein by this reference as if set forth in full. The Mayor is hereby authorized to execute said agreement on behalf of the City, inclusive of any minor revisions deemed reasonably necessary or desirable by the Mayor.

Section 2. Effective Date. This resolution shall take effect immediately upon passage.

PASSED by the City Council of the City of Algona, at its regular meeting thereof this \_\_\_\_ day of February, 2024.

CITY OF ALGONA, WASHINGTON

\_\_\_\_\_  
Troy Linnell, Mayor

(SEAL)

ATTEST:

---

Dana Parker  
City Clerk

**Exhibit A**



# Washington State Transportation Improvement Board

## TIB Members

December 1, 2023

Chair  
Mayor Glenn Johnson  
City of Pullman

Vice Chair  
Councilmember Sam Low  
Snohomish County

Amy Asher  
Mason Transit Authority

Aaron Butters, PE  
HW Lochner Inc.

Susan Carter  
Hopelink

Kent Cash, PE  
Port of Vancouver

Barbara Chamberlain  
WSDOT

Elizabeth Chamberlain  
City of Walla Walla

Dongho Chang, PE  
WSDOT

Scott Chesney  
Spokane County

Vicky Clarke  
Cascade Bicycle Club/Washington Bikes

Mike Dahlem, PE  
City of Sumner

Commissioner Al French  
Spokane County

Councilmember Hilda González  
City of Granger

Commissioner Scott Hutsell  
Lincoln County

Les Reardanz  
Whatcom Transportation Authority

Peter Rogalsky, PE  
City of Richland

Mayor Kim Roscoe  
City of Fife

Maria Thomas  
Office of Financial Management

Jennifer Walker  
Thurston County

Jane Wall  
County Road Administration Board

The Honorable Troy Linnell  
Mayor  
City of Algona  
402 Warde Street  
Algona, WA 98001-8505

Dear Mayor Linnell:

Congratulations! We are pleased to announce the selection of your project, Ellingson Road Overlay, Pacific Ave to UPRR, TIB project number 2-P-119(007)-1.

TIB is awarding 90.0000% of approved eligible project costs with a maximum grant of \$678,600.

Before any work is permitted on this project, you must complete and email the following items to your TIB engineer:

- Verify the information on the attached Project Funding Status Form and, revise if necessary. Sign and email a copy.
- Sign and email one copy of the Fuel Tax Grant Distribution Agreement.

You may only incur reimbursable expenses after you receive approval from TIB.

In accordance with RCW 47.26.084, you must certify full funding by December 2, 2024 or the grant may be terminated. Grants may also be rescinded due to unreasonable project delay as described in WAC 479-05-211.

If you have questions, please contact Greg Armstrong, TIB Project Engineer, at [GregA@TIB.wa.gov](mailto:GregA@TIB.wa.gov).

Sincerely,

Ashley Probart  
Executive Director

Enclosures

Ashley Probart  
Executive Director

P.O. Box 40901  
Olympia, WA 98504-0901  
Phone: 360-586-1140  
Fax: 360-586-1165  
[www.tib.wa.gov](http://www.tib.wa.gov)





City of Algona  
2-P-119(007)-1  
Ellingson Road Overlay  
Pacific Ave to UPRR

STATE OF WASHINGTON  
TRANSPORTATION IMPROVEMENT BOARD  
AND  
City of Algona  
AGREEMENT

THIS GRANT AGREEMENT (hereinafter "Agreement") for the Ellingson Road Overlay, Pacific Ave to UPRR (hereinafter "Project") is entered into by the WASHINGTON STATE TRANSPORTATION IMPROVEMENT BOARD (hereinafter "TIB") and City of Algona, a political subdivision of the State of Washington (hereinafter "RECIPIENT").

1.0 PURPOSE

For the project specified above, TIB shall pay 90.0000 percent of approved eligible project costs up to the amount of \$678,600, pursuant to terms contained in the RECIPIENT'S Grant Application, supporting documentation, chapter 47.26 RCW, title 479 WAC, and the terms and conditions listed below.

2.0 SCOPE AND BUDGET

The Project Scope and Budget are initially described in RECIPIENT's Grant Application and incorporated by reference into this Agreement. Scope and Budget will be further developed and refined, but not substantially altered during the Design, Bid Authorization and Construction Phases. Any material alterations to the original Project Scope or Budget as initially described in the Grant Application must be authorized by TIB in advance by written amendment.

3.0 PROJECT DOCUMENTATION

TIB requires RECIPIENT to make reasonable progress and submit timely Project documentation as applicable throughout the Project. Upon RECIPIENT's submission of each Project document to TIB, the terms contained in the document will be incorporated by reference into the Agreement. Required documents include, but are not limited to the following:

- a) Project Funding Status Form
- b) Bid Authorization Form with plans and engineers estimate
- c) Award Updated Cost Estimate
- d) Bid Tabulations
- e) Contract Completion Updated Cost Estimate with final summary of quantities
- f) Project Accounting History

4.0 BILLING AND PAYMENT

The local agency shall submit progress billings as project costs are incurred to enable TIB to maintain accurate budgeting and fund management. Payment requests may be submitted as



often as the RECIPIENT deems necessary, but shall be submitted at least quarterly if billable amounts are greater than \$50,000. If progress billings are not submitted, large payments may be delayed or scheduled in a payment plan.

## 5.0 TERM OF AGREEMENT

This Agreement shall be effective upon execution by TIB and shall continue through closeout of the grant or until terminated as provided herein, but shall not exceed 10 years unless amended by the Parties.

## 6.0 AMENDMENTS

This Agreement may be amended by mutual agreement of the Parties. Such amendments shall not be binding unless they are in writing and signed by persons authorized to bind each of the Parties.

## 7.0 ASSIGNMENT

The RECIPIENT shall not assign or transfer its rights, benefits, or obligations under this Agreement without the prior written consent of TIB. The RECIPIENT is deemed to consent to assignment of this Agreement by TIB to a successor entity. Such consent shall not constitute a waiver of the RECIPIENT's other rights under this Agreement.

## 8.0 GOVERNANCE & VENUE

This Agreement shall be construed and interpreted in accordance with the laws of the state of Washington and venue of any action brought hereunder shall be in the Superior Court for Thurston County.

## 9.0 DEFAULT AND TERMINATION

### 9.1 NON-COMPLIANCE

- a) In the event TIB determines, in its sole discretion, the RECIPIENT has failed to comply with the terms and conditions of this Agreement, TIB shall notify the RECIPIENT, in writing, of the non-compliance.
- b) In response to the notice, RECIPIENT shall provide a written response within 10 business days of receipt of TIB's notice of non-compliance, which should include either a detailed plan to correct the non-compliance, a request to amend the Project, or a denial accompanied by supporting details.
- c) TIB will provide 30 days for RECIPIENT to make reasonable progress toward compliance pursuant to its plan to correct or implement its amendment to the Project.
- d) Should RECIPIENT dispute non-compliance, TIB will investigate the dispute and may withhold further payments or prohibit the RECIPIENT from incurring additional reimbursable costs during the investigation.

### 9.2 DEFAULT

RECIPIENT may be considered in default if TIB determines, in its sole discretion, that:



- a) RECIPIENT is not making reasonable progress toward correction and compliance.
- b) TIB denies the RECIPIENT's request to amend the Project.
- c) After investigation TIB confirms RECIPIENT'S non-compliance.

TIB reserves the right to order RECIPIENT to immediately stop work on the Project and TIB may stop Project payments until the requested corrections have been made or the Agreement has been terminated.

### 9.3 TERMINATION

- a) In the event of default by the RECIPIENT as determined pursuant to Section 9.2, TIB shall serve RECIPIENT with a written notice of termination of this Agreement, which shall be served in person, by email or by certified letter. Upon service of notice of termination, the RECIPIENT shall immediately stop work and/or take such action as may be directed by TIB.
- b) In the event of default and/or termination by either PARTY, the RECIPIENT may be liable for damages as authorized by law including, but not limited to, repayment of grant funds.
- c) The rights and remedies of TIB provided in the AGREEMENT are not exclusive and are in addition to any other rights and remedies provided by law.

### 9.4 TERMINATION FOR NECESSITY

TIB may, with ten (10) days written notice, terminate this Agreement, in whole or in part, because funds are no longer available for the purpose of meeting TIB's obligations. If this Agreement is so terminated, TIB shall be liable only for payment required under this Agreement for performance rendered or costs incurred prior to the effective date of termination.

## 10.0 USE OF TIB GRANT FUNDS

TIB grant funds come from Motor Vehicle Fuel Tax revenue. Any use of these funds for anything other than highway or roadway system improvements is prohibited and shall subject the RECIPIENT to the terms, conditions and remedies set forth in Section 9. If Right of Way is purchased using TIB funds, and some or all of the Right of Way is subsequently sold, proceeds from the sale must be deposited into the RECIPIENT's motor vehicle fund and used for a motor vehicle purpose.

## 11.0 INCREASE OR DECREASE IN TIB GRANT FUNDS

At Bid Award and Contract Completion, RECIPIENT may request an increase in the maximum payable TIB funds for the specific project. Requests must be made in writing and will be considered by TIB and awarded at the sole discretion of TIB. All increase requests must be made pursuant to WAC 479-05-202 and/or WAC 479-01-060. If an increase is denied, the recipient shall be liable for all costs incurred in excess of the maximum amount payable by TIB. In the event that final costs related to the specific project are less than the initial grant award, TIB funds will be decreased and/or refunded to TIB in a manner that maintains the intended ratio between TIB funds and total project costs, as described in Section 1.0 of this Agreement.



## 12.0 INDEPENDENT CAPACITY

The RECIPIENT shall be deemed an independent contractor for all purposes and the employees of the RECIPIENT or any of its contractors, subcontractors, and employees thereof shall not in any manner be deemed employees of TIB.

## 13.0 INDEMNIFICATION AND HOLD HARMLESS

The PARTIES agree to the following:

Each of the PARTIES, shall protect, defend, indemnify, and save harmless the other PARTY, its officers, officials, employees, and agents, while acting within the scope of their employment as such, from any and all costs, claims, judgment, and/or awards of damages, arising out of, or in any way resulting from, that PARTY's own negligent acts or omissions which may arise in connection with its performance under this Agreement. No PARTY will be required to indemnify, defend, or save harmless the other PARTY if the claim, suit, or action for injuries, death, or damages is caused by the sole negligence of the other PARTY. Where such claims, suits, or actions result from the concurrent negligence of the PARTIES, the indemnity provisions provided herein shall be valid and enforceable only to the extent of a PARTY's own negligence. Each of the PARTIES agrees that its obligations under this subparagraph extend to any claim, demand and/or cause of action brought by, or on behalf of, any of its employees or agents. For this purpose, each of the PARTIES, by mutual negotiation, hereby waives, with respect to the other PARTY only, any immunity that would otherwise be available to it against such claims under the Industrial Insurance provision of Title 51 RCW. In any action to enforce the provisions of the Section, the prevailing PARTY shall be entitled to recover its reasonable attorney's fees and costs incurred from the other PARTY. The obligations of this Section shall survive termination of this Agreement.

## 14.0 DISPUTE RESOLUTION

- a) The PARTIES shall make good faith efforts to quickly and collaboratively resolve any dispute arising under or in connection with this AGREEMENT. The dispute resolution process outlined in this Section applies to disputes arising under or in connection with the terms of this AGREEMENT.
- b) Informal Resolution. The PARTIES shall use their best efforts to resolve disputes promptly and at the lowest organizational level.
- c) In the event that the PARTIES are unable to resolve the dispute, the PARTIES shall submit the matter to non-binding mediation facilitated by a mutually agreed upon mediator. The PARTIES shall share equally in the cost of the mediator.
- d) Each PARTY agrees to compromise to the fullest extent possible in resolving the dispute in order to avoid delays or additional incurred cost to the Project.
- e) The PARTIES agree that they shall have no right to seek relief in a court of law until and unless the Dispute Resolution process has been exhausted.



## 15.0 ENTIRE AGREEMENT

This Agreement, together with the RECIPIENT'S Grant Application, the provisions of chapter 47.26 Revised Code of Washington, the provisions of title 479 Washington Administrative Code, and TIB Policies, constitutes the entire agreement between the PARTIES and supersedes all previous written or oral agreements between the PARTIES.

## 16.0 RECORDS MAINTENANCE

The RECIPIENT shall maintain books, records, documents, data and other evidence relating to this Agreement and performance of the services described herein, including but not limited to accounting procedures and practices which sufficiently and properly reflect all direct and indirect costs of any nature expended in the performance of this Agreement. RECIPIENT shall retain such records for a period of six years following the date of final payment. At no additional cost, these records, including materials generated under the Agreement shall be subject at all reasonable times to inspection, review or audit by TIB personnel duly authorized by TIB, the Office of the State Auditor, and federal and state officials so authorized by law, regulation or agreement.

If any litigation, claim or audit is started before the expiration of the six (6) year period, the records shall be retained until all litigation, claims, or audit findings involving the records have been resolved.

Approved as to Form  
Attorney General

By:

Signature on file

\_\_\_\_\_  
Guy Bowman  
Assistant Attorney General

Lead Agency

Transportation Improvement Board

\_\_\_\_\_  
Chief Executive Officer

\_\_\_\_\_  
Date

\_\_\_\_\_  
Executive Director

\_\_\_\_\_  
Date

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Print Name

Small City Preservation Program (SCPP)  
***Approved Segment Listing***  
FY 2025 Overlay Program

Street	Termini	Pavement Length	Pavement Width
Ellingson Road	Pacific Ave to UPRR	3,400 feet	44 feet





# Project Funding Status Form

Agency Name: **ALGONA**  
Project Name: **Ellingson Road Overlay**  
**Pacific Ave to UPRR**

TIB Project Number: **2-P-119(007)-1**

Verify the information below and revise if necessary. Email to: Your TIB Engineer

## PROJECT SCHEDULE

Target Dates		
Construction Approval	Contract Bid Award	Contract Completion

## PROJECT FUNDING PARTNERS

List additional funding partners and amount.

Funding Partners	Amount	Revised Funding
ALGONA	75,400	
WSDOT	0	
Federal Funds	0	
TOTAL LOCAL FUNDS	75,400	

Signatures are required from two different agency officials. Return the originally signed form to your TIB Engineer.

### Mayor or Public Works Director

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Printed or Typed Name

\_\_\_\_\_  
Title

### Financial Officer

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Printed or Typed Name

\_\_\_\_\_  
Title