# Capital Facilities Plan

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## 1. INTRODUCTION

The purpose of the Capital Facilities Plan (CFP) is to demonstrate that all capital facilities serving Sequim have been addressed and that capital facility planning will continue for all capital facilities. A CFP that is meaningful and Growth Management Act (GMA) compliant empowers Sequim to practice good management of its infrastructure and resources. Planning for major facilities allows Sequim to:

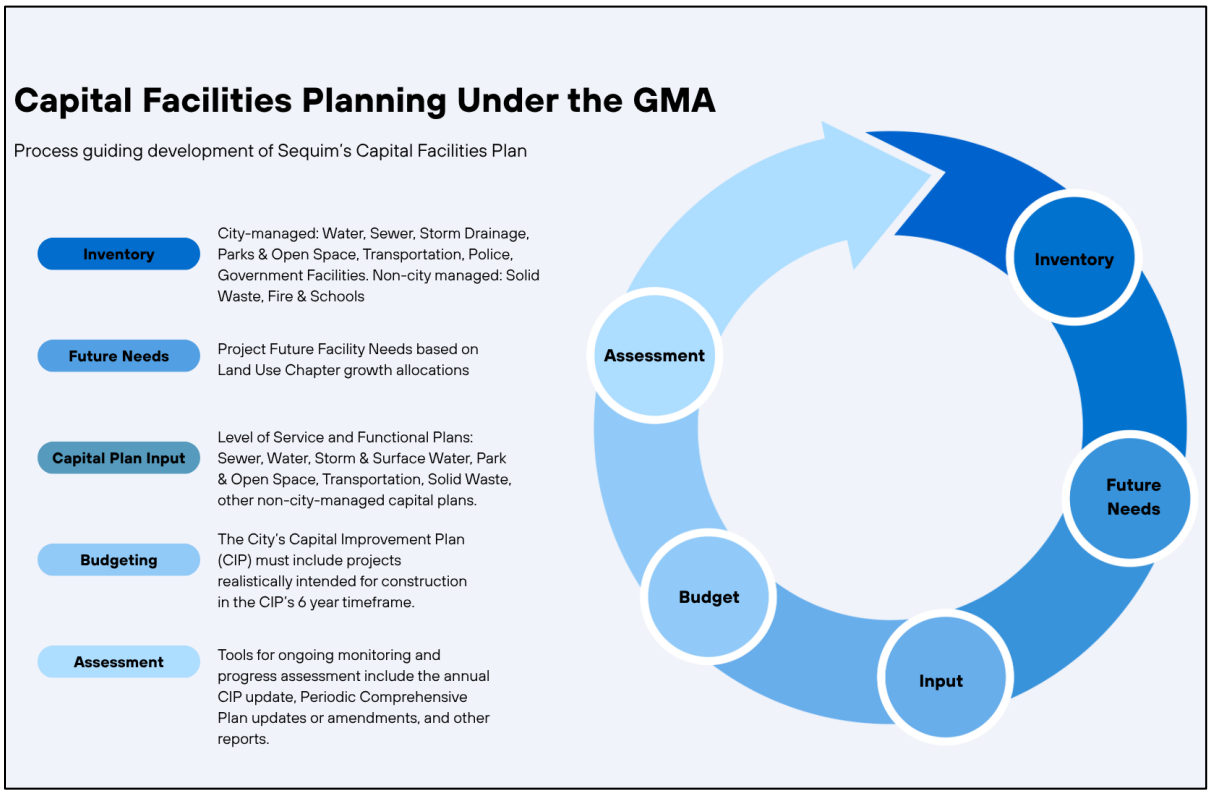
- Ensure future capital facilities are GMA-compliant
- Maintain adopted levels of service;
- Demonstrate the need for facilities based on growth, level of service and other factors
- Demonstrate revenue need and ensure capital facilities are cost effective
    - Estimate future operation and maintenance costs of new facilities that will impact the annual budget
    - Utilize revenue sources (e.g. grants, impact fees, real estate excise taxes) that require a CFP in order to qualify
    - Improve bond ratings if the City borrows money for capital facilities (reducing interest rates and borrowing costs).

Sequim owns and maintains numerous capital facilities including roads, parks, water and sewer lines, police facilities, Water Reclamation Facility, operations facilities, and administrative buildings.

In addition, there are several publicly owned capital facilities managed by other entities which provide for some of Sequim's public capital facility needs. These include, but are not limited to schools, libraries, fire protection, medical, and public transit facilities. Planning decisions made regarding these facilities are made by the responsible governing bodies. These decisions include the construction of new facilities, improvements to existing facilities, the levels of service provided by those facilities, and the sources of revenue and financing.

Sequim's CFP must provide reasonable assurances of adequate public facilities which address past deficiencies, anticipate growth needs, achieve satisfactory levels of service, uses fiscal resources efficiently, and meet realistic timelines. City-wide planning policies like the CFP ensure development of infrastructure for allocated growth through the Capital Improvement Plan (CIP), and adequate public facilities and services.

CFP development and ongoing assessment is guided by the tasks outlined in Exhibit CFP-1 below.




## Sequim's Capital Facilities

In this Appendix, a section is dedicated to each type of capital facility service: Water, Sanitary Sewer, Stormwater Management, Transportation, Parks, Police Protection, Solid Waste, Government Facilities, Fire Protection, and Schools. The providing entity, a description of the service and applicable functional plan or other document for each facility type is summarized in Exhibit CFP-2 below.

For each Section, the following is identified: 1) a list of capital facility projects needed to meet the projected growth demands; 2) the facilities' 6-year CIP with projected costs; and 3) a funding strategy.

| Exhibit CFP-1 Type and Provider of Capital Facilities | | | |
|---|---|---|---|
| **Facility Type** | **Providing Entity** | **Service Description** | **Applicable Functional Plan or other Document** |
| **Water** | City of Sequim Public Works Department | Provide supply of potable water from system of wells. Service area includes developed portions of city and surrounding unincorporated areas within UGA or by agreement. | Water System Plan |
| **Sanitary Sewer** | City of Sequim Public Works Department | Provides facilities used in the collection, transmission, storage, treatment, reclamation or discharge of wastewater within the city limits, UGA or by agreement. | General Sewer Plan |
| **Stormwater Management** | City of Sequim Public Works Department | Provides facilities that collect and treat stormwater runoff. | Storm & Surface Water Plan |
| **Transportation** | City of Sequim Public Works Department | Provides streets, sidewalks, traffic controls, street lighting and other multimodal accommodations. | Transportation Master Plan, Local Road Safety Plan, Comprehensive Safety Plan, Americans with Disabilities Act (ADA) Transition Plan |
| **Parks & Open Space** | City of Sequim Public Works Department | Provides facilities for active and passive recreational activities. | Parks & Open Space Plan |
| **Police Protection** | City of Sequim Police Department | Provides facilities that support the provision of law enforcement services. | City of Sequim Annual Budget |
| **Solid Waste** | Contracted Hauling Services and Disposal | Provides facilities for collection and disposal of solid waste. | Clallam County Solid Waste Management Plan |
| **Government Facilities** | City of Sequim | Provides facilities at which the function and administration of city services can occur. | City of Sequim Annual Budget |
| **Fire & Emergency Services** | Clallam County Fire District 3 | Provides facilities that support the provision of fire and emergency services. | 2025-2035 Fire District 3 Capital Improvement Plan |
| **Schools** | Sequim School District | Provide facilities for education required by the Basic Education Code of the State of Washington. | Sequim School District EP&O Levy and construction bond |

## 2. CAPITAL FACILITIES LEVEL OF SERVICE

All capital facilities provided by Sequim have an identified Level of Service (LOS). These standards are quantifiable measures established by the type of public facility. The City measures actual performance, compares it to the established LOS, and identifies future needs

as appropriate. LOS standards influence the quality of life of the community and should reflect the community's vision of its future and values.

**Exhibit CFP-2 Capital Facilities Level of Service**

| Capital Facility/ Service | Level of Service |
|---|---|
| Water System | A flow volume that meets instantaneous peak demand together with projected fire flows, and sufficient storage volumes to comply with Washington State Department of Health regulatory requirements. |
| Sanitary Sewer System | A conveyance system which allows collection of peak wastewater discharge plus infiltration and inflow. |
| Storm Water | Manage stormwater to ensure compliance with applicable federal, state and local requirements. |
| Transportation | Transportation Level of Service standards are established in Policy TR-3.1 of the Comprehensive Plan Transportation Chapter. LOS standards are established for vehicles, pedestrians, bicycle and mobility scooter. |
| Parks | Parks and Open Space Level of Service is as established in the most recently adopted City Parks and Open Space Plan. |
| Government Facilities | Adequate and accessible facilities to provide services to the City of Sequim. |
| Police Protection | Provide emergency response times for high priority calls for service within four minutes or less and maintain responsiveness for all other services. |
| Solid Waste | Provide collection, removal, and disposal of solid waste to maintain public health and sanitation. |
| Fire/EMS | Emergency response time is a key level of service measure for fire and EMS. It reflects the ability of emergency personnel to arrive and begin mitigation efforts in time-critical incidents. The Clallam County Fire District #3 identifies an emergency response time target of 8-12 minutes or less. |

Once LOS standard has been established, the performance of a capital facility can be measured. A capital facility operating at or above the established LOS indicates no need for improvements or new facilities. A facility operating below the established LOS is an indication that there may be a need for improvements, new facilities, or an evaluation of the LOS. This evaluation feeds into capital planning, helping Sequim build, maintain, and replace infrastructure responsibly and cost-effectively.

## 3. CAPITAL FACILITIES FUTURE FACILITY NEEDS

The 2045 population target established for Sequim by the Clallam County Resolution 24-101, approved and adopted by the Board of Clallam County Commissioners is approximately 3,000 new people during the planning period. The CFP and the functional plans have applied

Sequim's average annual growth rate of 1.80% in order to proactively analyze system deficiencies, identify future capital needs, and to ensure sufficient and conservative overall and long-term capital facility planning.

The functional plans include lists of projects that have been identified as necessary to provide capital facilities to accommodate the 2045 population allocation. In some cases, those projects have been categorized as short-term or long-term priorities. Regardless of how the functional plan categorizes them, items in the 6-year CIP (Exhibit CFP-4) identified here in the comprehensive plan's Capital Facilities Plan are the projects intended to be financed through a variety of revenue sources and constructed by the City of Sequim; the remaining projects have been identified in the City's 2045 Capital Facility Project List (Exhibit CFP-3) as part of the 20-year project list.

It is the intent of the City to continually manage the Comprehensive Plan's Capital Facilities Plan's 2045 project list and 6-year CIP to ensure its relevancy and update during the City's annual comprehensive plan amendment process. As the City completes projects on its 6-year CIP, projects from the 2045 project list will then move onto the 6-year CIP.

The city's functional plans shall also be kept current and relevant by the appropriate Department, updating them in accordance with the state-required timelines at a minimum, but earlier if warranted by changing conditions or new information. The functional plans' updates and/or amendments shall be adopted as comprehensive plan amendments (or as set forth in Capital Facilities Chapter Policy CF-6.4). The functional plans shall serve as the foundation for identifying the City's long-term capital facilities needs and funding strategies.

This method of continuous evaluation by the city, through its annual budget process, the annual comprehensive plan amendment process (2045 Project List), and by keeping the city's functional plans current and relevant, ensures long-range, coordinated capital facility planning and implementation of the City's Capital Facilities Plan.

Exhibit CFP-3 below identifies the list of capital facility improvements necessary for the city to adequately accommodate the 2045 population allocation assigned to Sequim. Detailed descriptions of each of the projects as well as funding strategies are identified further in this chapter under the specific facilities section.

Please note this list of projects has been developed comparing current facilities and projecting the needs of the 2045 population allocation, as described in detail in the City's functional plans. These projects are to be implemented over the long-term planning period and will be funded through a variety of means available to the City. Specific funding sources are identified later in this Chapter.

| **Exhibit CFP-3 2025 - 2045 City Capital Facilities Project List** | |
|---|---|
| **Transportation/Streets** | |
| W Sequim Bay Rd Asphalt Trail Construction | City wide Pavement Rehabilitation, Arterial, Collectors |
| Multiuse Trail Asphalt Trail Construction, ODT to waterfront | W Sequim Bay Rd Ped improvements at Rhodefer Rd |
| Etta Street Active Alleyway | Systemic Signalized Intersection & Pedestrian Safety |
| Sunnyside Ave Sidewalks Construction | Washington St ADA Improvements |
| Seal St Alley Rehabilitate, E Washington St to W Cedar St | E Washington St Multimodal Transportation Expansion Study |
| N Kendall Rd & W Hendrickson Rd Intersection Improvements | S 9th St & W Hammond St Corridor Complete Streets |
| South Sequim Complete Streets Construction | Signal improvements on Washington St and 5th Ave |
| W Washington St Eastbound Auxiliary Lane Modify, at River Rd | Crosswalk Enhancement Program |
| South 7th Avenue between Comfort Road & Reservoir Rd. | Spruce St Bicycle Boulevard |
| West Norman St Extension to 7th Ave | Mini Roundabouts |
| W Brownfield Rd Realignment | South Sequim Complete Streets phase 2 |
| City wide Pavement Rehabilitation, Local Roads | Washington St Access Management |
| E Silberhorn Rd Bike lanes between River Rd & S 7th Ave | Washington St Ped/Bike Safety Improvements |
| Transportation Master Plan/Impact Fee Update | City wide speed limit study |
| W Sequim Bay Rd Shoreline Revetment Repair | W Fir St Bike Lanes, 5th Ave to 9th Ave |
| N Brown Rd Pavement Preserve, E Washington St to Fir | S 7th Ave Ped Bike Improvements |
| North 9th Ave Roadway Construction, Brackett to Fir | S 3rd Ave crosswalk at Norman St |
| City wide Pedestrian/Bike Improvements | Priest Rd and W Washington St Intersection Improvements |
| 7th Ave & W Washington St Intersection Improvements | Traffic Signal at Prairie St & Sequim Ave |
| Silberhorn & 7th Ave Intersection Improvement | US101 & Whitefeather Intersection |
| Johnson Creek Crossing repair | Traffic Signal at Fir & N Sequim Ave |
| N 3rd Ave Complete Streets | Priest Rd Multiuse Path |
| E Fir St Rehabilitation, N Sequim Ave to N Brown Rd | Blake Ave Bike Ped Improvements |
| E WA St bike lanes between Sequim Ave and Rhodefer | River Rd Multiuse Path |
| 7th Ave Bike Lanes between Hwy 101 and WA St | Happy Valley Rd to Simdars Frontage Road Connection |
| Keeler Rd Multiuse Path, W Sequim Bay Rd & ODT | US101 ramps & S Sequim Ave RAB |
| W Sequim Bay Rd repair from Marina to SE City Limits | US101 & Simdars Rd intersection improvements |
| W Sequim Bay Rd pedestrian improvement at E WA St | S Sequim Ave Multiuse Path, Brownfield to Miller Rd |
| S 7th Ave West Side Pedestrian Improvements between W WA St and Hammond St | E Washington Place Connection, Blake Ave to Rhodefer Rd |
| E WA St Intersection Improvements at WA and Blake | Carrie Blake Park ODT Realignment |

| |
|---|
| E WA St Intersection Improvements at WA and Brown Rd |
| Hendrickson Rd extension between N Brown Rd and Sequim Ave, intersection improvements |
| N Brown Rd improvements between E Fir St & Hendrickson Rd |
| Port Williams Rd improvement between Valley Farm Ct & N Brown Rd |
| Construct N 9th Ave between W Fir St & W Hendrickson St |
| **Multiple Divisions** |
| Guy Cole Parking Lot Improvement |
| Marlo Dr Extension to River Road |
| W Maple St Extension from 4th Ave to 5th Ave |
| W Sequim Bay Corridor Improvements |
| S 3rd Ave Improvements, Washington St to Pine St |
| E Fir St Rehabilitation, Sequim Ave to to N Blake Ave |
| W Maple St Rehabilitation, 5th Ave to 7th Ave |
| Bell St Rehabilitation, Sequim Ave to 2nd Ave |
| E Fir St Rehabilitation, N Brown Rd to N Blake Ave |
| Flaura's Acres |
| **Water System** |
| Reservoir Rd water main and booster station |
| Simdars Rd Booster Station Construction |
| Hammond Street Water Main |
| Brown Rd Water Main Construction, Pt Williams to Fir |
| Washington St Water Main Construction |
| Water Main Installation, Lofgren Rd to Keeler Rd |
| Brown Rd Water Main Installation, E Fir St to E Washington St |
| Water System PRV Purchase & Install |
| South Lee Chatsfield Water Main Loop |
| AC/Galv Iron Main Replacement |
| W Washington St Isolation Valves Upgrade |
| West Prairie from S Sequim to S 5th |
| Pt Williams Well #4 Construction |
| Silberhorn Deep Well No. 4 Construction |
| Happy Valley Reservoir |
| Ranney Well Water Main Replacement, Ranney Well to Reservoirs |
| SCADA Installation, Water Division |

| |
|---|
| Brackett Rd Sidewalk, Priest Rd to 9th Ave |
| S 5th Ave Extension (McCurdy to Driveway) |
| Old Olympic Hwy Bike Ped Improvements, Sequim Ave to 5th Ave |
| Norman St Bike Ped Improvements, 3rd Ave to city limits |

| |
|---|
| **Sanitary Sewer** |
| W Cedar St & W Spruce St Alley sewer pipe Rehabilitation |
| Doe Run Lift Station Rehabilitation & Replacement |
| Outfall Pipeline Replacement |
| WRF Influent Trunk Pipeline Repair & Replacement |
| Hammond Street Sewer Extension |
| Reclaimed Water Network Expansion |
| Aerobic Digester Capacity Upgrades |
| 4th Ave Sewer System Replacement |
| City Wide Sewer Plan Update |
| Reclaimed Water Storage Feasibility Study |
| E Willow St Sewer Replacement |
| City-wide Inflow and Infiltration Reduction |
| WRF Operations Building Construction |
| North End lift Station Replacement |
| Sunnyside St Sewer Improvements |
| Emerald Highlands Pond access road to manholes |
| Reservoir Rd Sewer Main & Manholes Rehab, S 3rd |
| Eunice St Sewer Main & Manholes Rehab, S 3rd Ave |
| Norman St Sewer Main & Manholes Rehab, S 3rd Ave |
| Biosolids Capacity & Process Upgrades |
| **Storm Water** |
| S 3rd Ave Culvert Install, Hideaway Homes Park |
| Bell Creek Culvert Upgrade |
| Bell Creek Culvert Under Blake Ave & Rhodefer Rd. |
| 7th Ave and Washington St Discharge Retrofit |
| Sequim area stormwater-watershed plan |
| Miller Rd Stormwater Improvements |
| Infiltration Facilities |

| **Water System Cont'd** |
|---|
| Dungeness River Surface Water Treatment Facility |
| Infiltration Gallery Flow Control Valve |
| Water line on S 5th Ave between McCurdy & Reservoir Rd |
| Norman St Water Main Construction |
| Eunice St Water Main Construction |
| Rolling Hills looping |
| Water line on Silberhorn Rd from River Rd to 7th Ave |
| Land for future reservoir |
| S 3rd Ave Water Main |
| Water Looping Program |
| **Government Buildings** |
| Solar on Guy Cole |
| City Shop Upgrade and Expansion |
| City Fuel Station |
| Guy Cole ECC Generator Purchase |
| City Wide Security |
| City Shop Covered Storage |
| |

| **Parks** |
|---|
| Carrie Blake Park Tennis Courts Development |
| Keeler Park Pedestrian Boardwalk Development |
| City Wide Parks Land, Trail, Riparian Acquisition |
| Reuse Demo Parking Lot Rehabilitation |
| Playground Equipment Upgrade - Margaret Kirner |
| Carrie Blake Park Vehicular Circle Development |
| Carrie Blake Park Skate/BMX Track Development |
| Carrie Blake Park Rock Climbing Wall |
| Pioneer Park Parking Loop Construction |
| Re-use Water Demonstration site Playground & Trail |
| Re-use Water Demonstration site Restroom with Plaza |
| Dr Standard Dugout Replacement |
| Splash Pad |
| Centennial Place Construction |
| Pickleball Court Resurfacing |
| McCord Park Master Plan |
| Playground Equipment Upgrade - Carrie Blake |
| Playground Equipment Upgrade - Dr Standard Park |

### 6-Year Capital Improvement Plan

The 6-Year Capital Improvement Plan (CIP) (Exhibit CFP-4) is the City's prioritized public facilities and infrastructure projects have been identified and priced as short-term needs. The City adopts the 6-year CIP each year as part of the budget and prioritization process, and the Comprehensive Plan's Capital Facilities Plan is amended to reflect any changes or updates.

The CIP is divided into four categories. The General-Purpose category contains projects dealing with parks and public buildings. The Enterprise category contains projects associated with the City's utilities – water and sanitary sewer. The Transportation category contains projects dealing with vehicle and active transportation. The Multiple Division category contains larger projects that involve more than one of the categories previously mentioned.

The Water and Sanitary Sewer Capital Improvement Projects are funded through each utility's enterprise fund capital reserves. The enterprise funds' monthly user charges and general facilities charges for connection are the primary revenue sources for their capital projects.

The funding source for the General-Purpose category is from impact fees, grants and loans, city reserves, and real estate excise tax

Transportation category projects are funded primarily through grants and loans, Transportation Benefit District, and impact fees.

**Exhibit CFP-4 Capital Improvement Plan**

**2026 - 2031 General Purpose Capital Improvements**

| Capital Project | Funding Sources | 2026 | 2027 | 2028 | 2029 | 2030 | 3031 | Project Total |
|---|---|---|---|---|---|---|---|---|
| CFL-013NC - City Fuel Station | General Fund<br>REET<br>Sewer<br>Water<br>Safety Tax<br>Grant | 844,000 | 673,000 | - | - | - | - | 1,517,000 |
| CFL-182NC - City Shop Covered Storage | General Fund<br>REET | 412,000 | 318,000 | - | - | - | - | 730,000 |
| CFL-102CU - City Wide Security | General Fund<br>GFC Sewer<br>GFC Water | - | 212,000 | - | - | - | - | 462,000 |
| PRK-054NC - Playground Equipment Upgrade - Margaret Kirner | Park Impact Fees<br>REET<br>Grant | 410,000 | 796,000 | 765,000 | - | - | - | 2,023,000 |
| PRK-183PL - McCord Park Master Plan | General Fund | 77,000 | 80,000 | - | - | - | - | 157,000 |
| PRK-159RR - Pickleball Court Resurfacing | General Fund | - | - | 109,000 | - | - | - | 109,000 |
| **General Purpose Project Total** | | **1,743,000** | **2,079,000** | **874,000** | **-** | **-** | **-** | **4,998,000** |

**2026 - 2031 Enterprise Funds Capital Improvements**

| Capital Project | Funding Sources | 2026 | 2027 | 2028 | 2029 | 2030 | 3031 | Project Total |
|---|---|---|---|---|---|---|---|---|
| SMR-118PL - Stormwater Plan | Stormwater | - | 300,000 | - | | | | 300,000 |
| SMR-143RR - Miller Rd stormwater improvements | Sewer<br>Water | - | - | - | - | - | 239,000 | 239,000 |
| SRR-003CU - Doe Run Lift | GFC Sewer | 309,000 | - | - | - | - | - | 1,209,000 |
| SRR-041PL - City Wide Sewer Plan Update | GFC Sewer<br>Wholesale Contribution | 206,000 | - | - | - | - | - | 431,000 |
| SRR-082RR - City-wide | Sewer | 258,000 | - | - | - | - | - | 323,000 |
| SRR-173RR - Reservoir Rd | GFC Sewer | - | 106,000 | - | - | - | - | 106,000 |
| SRR-042CU - Direct Potable | GFC Sewer | - | - | 142,000 | - | - | - | 142,000 |
| SRR-043CU - E Willow St Sewer Replacement | GFC Sewer<br>Wholesale Contribution | - | - | - | 154,000 | 1,424,000 | - | 1,578,000 |
| SRR-040CU - 4th Ave Sewer System Replacement | GFC Sewer | - | - | - | - | - | 716,000 | 716,000 |
| WTR-014NC - Water Main Installation, Lofgren Rd to | Developer Contribution | 225,000 | 2,087,000 | - | - | - | - | 2,312,000 |
| WTR-027CU - AC/Galv Iron Main Replacement | Water | 220,000 | - | - | - | - | - | 1,820,000 |
| WTR-040CU - Silberhorn | Loan | 1,844,000 | - | - | - | - | - | 4,884,000 |
| WTR-186RR - Waterline on Silberhorn Rd from River Rd to 7th Ave | Water | 155,000 | | - | - | - | - | 155,000 |
| WTR-031NC - W Washington St Isolation Valves Upgrade | Water | - | 302,000 | - | - | - | - | 302,000 |
| WTR-071NC - SCADA Installation, Water Division | Water | - | 583,000 | - | - | - | - | 583,000 |
| WTR-023NC - Water System PRV Purchase & Install | Water | - | - | 437,000 | - | - | - | 437,000 |
| WTR-025NC - S Lee Chatsfield Water Main Loop | Developer Contribution | - | - | - | 338,000 | - | - | 338,000 |
| WTR-005CU - Hammond Street Water Main | Developer Contribution | - | - | - | - | 203,000 | 1,879,000 | 2,082,000 |
| WTR-017CU - Brown Rd Water Main Installation, E Fir St to E Washington St | GFC Water<br>Developer Contribution | - | - | - | - | - | 131,000 | 1,121,000 |
| **Enterprise Funds Project** | | **3,217,000** | **3,378,000** | **579,000** | **492,000** | **1,627,000** | **2,965,000** | **19,078,000** |

**Exhibit CFP-4 Capital Improvement Plan Cont'd**

**2026 - 2031 Transportation Capital Improvements**

| Capital Project | Funding Sources | 2026 | 2027 | 2028 | 2029 | 2030 | 3031 | Project Total |
|---|---|---|---|---|---|---|---|---|
| STR-041RR - City-wide | TBD | 309,000 | 318,000 | 328,000 | 338,000 | 348,000 | 358,000 | 1,999,000 |
| STR-072CU - City Wide | TBD | 155,000 | 159,000 | 164,000 | 169,000 | 174,000 | 179,000 | 1,300,000 |
| STR-087RR - Johnson Creek Crossing Repair Design | Grant | 300,000 | - | - | | - | - | 400,000 |
| STR-104RR - N 3rd Ave Complete Streets | Grant | 984,000 | | | - | - | - | 984,000 |
| STR-146CU - Keeler Rd Bike lanes between W Sequim Bay Rd and ODT | TBD<br>Grant | 546,000 | - | - | - | - | - | 546,000 |
| STR-177RR - Systemic Signalized Intersection & Pedestrian Safety | Grant | 949,000 | - | - | - | - | - | 1,203,000 |
| STR-179CU - E Washington St Multimodal Transportation Expansion | Grant | 435,000 | - | - | - | - | - | 435,000 |
| STR-037CU - W Brownfield Rd Realignment | Traffic Impact Fees<br>Developer Contribution | - | 1,458,000 | - | - | - | - | 1,458,000 |
| STR-134RR - E Fir St Rehabilitation, N Sequim Ave to N Brown Rd | Grant | - | 644,000 | | | - | - | 644,000 |
| STR-165RR - City-wide Pavement Rehabilitation, Arterial, Collectors | TBD<br>Sewer<br>Water | - | 128,000 | - | 135,000 | - | 143,000 | 406,000 |
| STR-081RR - 7th Ave and W Washington St Intersection Improvements | TBD<br>Traffic Impact Fess | - | - | 219,000 | 726,000 | - | - | 945,000 |
| **Transportation Project** | | **3,678,000** | **2,707,000** | **711,000** | **1,368,000** | **522,000** | **680,000** | **10,320,000** |

**2026 - 2031 Multiple Division Capital Improvements**

| Capital Project | Funding Sources | 2026 | 2027 | 2028 | 2029 | 2030 | 3031 | Project Total |
|---|---|---|---|---|---|---|---|---|
| PWP-111CU - W Sequim Bay Corridor Improvement, Water/Sewer | Grant<br>Loan<br>Developer Contribution | 2,208,000 | 6,634,000 | 6,000,000 | - | - | - | 16,279,010 |
| PWP-172NC - Flaura's Acres Sewer line, Sewer, Water, Streets | Grant<br>Loan | 6,305,198 | - | - | - | - | - | 6,305,198 |
| PWP-170RR - E Fir St Rehabilitation Brown Rd to N Blake Ave, Streets, Water | TBD<br>GFC Water<br>Grant | - | 106,000 | 382,000 | - | - | - | 488,000 |
| PWP-020NC - Marlo Drive Water Main Extension to River Road & Waterline | Developer Contribution | - | - | 235,000 | 2,174,000 | - | - | 2,409,000 |
| PWP-131CU - S 3rd Ave Sewer Main, WA St to Pine, Sewer & Street | Sewer | - | - | 273,000 | 2,532,000 | - | - | 5,578,000 |
| PWP-139RR - Bell St Rehabilitation - Sewer, Water, Storm | Sewer<br>Wholesale Contribution<br>Water | - | - | 437,000 | 4,096,000 | - | - | 4,540,000 |
| PWP-013RR - Guy Cole Parking Lot Overlay, Improve Drainage | General Fund<br>REET<br>Sewer<br>Water | - | - | - | 709,000 | - | - | 709,000 |
| PWP-038NC - W Maple St extension from 4th Ave to 5th Ave, Waterline & Street | GFC Water | - | - | - | - | 23,000 | 215,000 | 2,619,000 |
| PWP-138RR - W Maple St water line repair between 5th Ave and 7th Ave | GFC Water | - | - | - | - | 1,449,000 | - | 750,000 |
| **Multiple Division Project** | | **8,513,198** | **6,740,000** | **7,327,000** | **9,511,000** | **1,472,000** | **215,000** | **39,677,208** |
| **Grand Total** | | **17,151,198** | **14,904,000** | **9,491,000** | **11,371,000** | **3,621,000** | **3,860,000** | **74,073,208** |

## 4. CAPITAL FACILITY FUNDING

The CIP identified here in the CFP and in the City's most current annual budget, is the City's six-year financing and implementation plan where the City's prioritized public facilities and infrastructure projects have been identified and priced.

The objective of the CIP is to identify capital facility needs and funding mechanisms to finance the construction, reconstruction, and acquisition of necessary assets due to aging infrastructure, growth, changing needs, and Sequim's desire to improve the city's capital investment.

The CIP utilizes numerous revenue sources to fund designated capital improvement projects. City Revenues come from various sources, including but not limited to taxes, monthly utility rates and general facilities charges (connection fees), as well as state revenues, and grants or loans. Another source of revenue is impact fees and other specific revenues allowed under the Growth Management Act to fund the city's capital investment and needed public facilities.

The City of Sequim believes that a "pay as you go" approach for capital facility improvements is the most advantageous method for the community. This sometime results in delaying capital improvements until most, if not all, of the funding is reasonably secured. To manage this, the City has established a variety of different accounts to reserve funds for specific projects.

For transportation projects, the City established a voter approved Transportation Benefit District collection currently at 0.2% sales tax to support safety, maintenance, and improvements.

For public safety related projects, the City established a voter approved Public Safety Tax collection of 0.1% sales tax to support police related infrastructure and services.

The City also uses real estate excise tax (REET) for costs related to maintaining and constructing infrastructure as well as debt payments related to capital improvement.

### Debt Financing

Incurring debt is a component of the capital facility program. While debt is an appropriate method of financing capital projects, it also entails careful monitoring to prevent erosion of the City's credit quality. The City of Sequim received an underlying "AA-" rating for its last insured General Obligation Bonds.

The implementation of the City's formal debt policies is an important component of the City's overall capital program. Two basic forms of long-term debt are General Obligation and Revenue Bonds. The difference between the two types is that General Obligation bonds are backed by the full faith and credit (i.e. taxes) of the City. Revenue bonds are backed by the

income of a specific utility or activity for repayment (i.e. monthly utility fees). The City of Sequim has utilized both general obligation and revenue debt in its operations.

The decision to borrow money binds the City to a stream of debt service payments that can last as long as thirty years, but most are issued for a period not exceeding 20 years. The consistent application of carefully developed debt management policies can benefit the City in many areas. Foremost among these benefits are enhanced credit quality and improved access to the tax-exempt and tax credit markets. Formal debt policies send a clear message to credit analysts, underwriters, and investors that the City is administering its debt program in a responsible manner. The City utilizes a financial advisor supporting the debt process and helping the City analyze the best funding options. The City of Sequim complies with its policies relative to debt management.

In addition, the City, under RCW 39.36.020(4), may ask the public to approve park facilities and utility bond issuance. Voter-approved bonds have a limit on the amount to be approved. All voted bonds require 60% majority approval, and total votes must equal at least 40% of the total votes cast in the last general election. The City may issue bonds for general government in an amount not to exceed 2.5% of the City's assessed valuation. Within the 2.5%, the City Council may approve bond issuances not to exceed 1.5% (non-voted) of the City's assessed value.

**Rate Increases**

The City's current utilities of sewer and water are enterprise funds and are intended to be self-sufficient – the rates collected for the services are used to operate, maintain and improve the utilities. The City, through its functional plan updates, continuously monitors its utilities' financial ability to fund its operations, maintenance, capital improvements, and debt alerting the City of when rate increases, or additional revenue sources are necessary. The City also frequently models the rate structures to ensure program sustainability.

**Regional Partners**

The City has regional customers that provide sewer collection services in their respective jurisdictions, which is then transmitted and processed by the City's wastewater system. Under service agreements, these partners contribute proportionately to relevant City capital improvement costs.

**Development Contribution**

To mitigate effects of development on local infrastructure, the City may require new developments to assist in the funding of system improvements and/or changes infrastructure that directly supports the development.

**Impact Fees**

Impact fees are charges assessed by local governments on development to recover the cost incurred by the government in providing public facilities required to serve development. Impact fees are only used to fund facilities, such as roads and parks, that are directly associated with growth. They may be used to pay the proportionate share of the cost of public facilities that benefit development. Impact fees cannot be used to correct deficiencies in existing public facilities.

In Washington, impact fees are authorized for those jurisdictions planning under the Growth Management Act (GMA)(RCW 82.02.050 - .100), as part of "voluntary agreements" under RCW 82.02.020, and as mitigation for impacts under the State Environmental Policy Act (SEPA – Ch. 43.21C RCW). GMA impact fees are only authorized for: public streets and roads; publicly owned parks, open space, and recreation facilities; school facilities; and fire protection facilities in jurisdictions that are not part of a fire district.

**Tax Resources Specific to Sequim:**

**Public Utility Tax**

The City has imposed a Public Utility tax on any utility that operates within the City limits, including water, sewer, electric, garbage, cable, and telephone. The tax rates vary among these utilities and is imposed upon the Public Utility's gross receipts. This fee supports general government activities including capital facilities.

**Transportation Benefit District**

Chapter 36.73 RCW authorizes cities and counties to form transportation benefit districts (TBDs), quasi-municipal corporations and independent taxing districts that can raise revenue for specific transportation projects, usually through vehicle license fees or sales taxes. Transportation benefit district revenue may be used for transportation improvements included in a local, regional, or state transportation plan. Improvements can range from roads and transit service to sidewalks and transportation demand management. Construction, maintenance, and operation costs are also eligible. The City established a TBD in 2008 increasing the local sales tax rate. The intention is to utilize funds for maintaining the growing number of streets and allocate funds to neighborhood streets which usually are not eligible for grant funding.

**Public Safety Tax**

Effective January 1, 2013, a voter-approved Public Safety Sales Tax was implemented. Amounts collected support capital public safety facilities including the police station, combined emergency operations center and public services such as police patrol, crime prevention, police equipment replacement and associated support services.

**Summary**

The City's ability to finance its CIP is the critical piece in ensuring the city is able to fully serve its current and future citizens, as well as being compliant with the requirements of the GMA. As part of it's financing "toolbox", the City can obtain external funds through grants or loans or raising service rates and taxes as methods of increasing its revenues.

## 5. REASSESSMENT OF LAND USE CHAPTER

The GMA requires that provisions be made to reassess the Land Use Chapter of the Comprehensive Plan periodically because a capital facilities plan is an evolving document based on projected population growth and future land development. The purpose of this requirement is to ensure that adequate facilities will be made available at the time certain portions of the city are developed and facilities are needed. If the anticipated funding for the needed capital facilities falls short, the GMA requires a reassessment of the Land Use Chapter to determine what changes need to be made. Policy CFP-4.4 in the Capital Facilities Chapter also addresses the reassessment process.

## 6. WATER SYSTEM

The City of Sequim Water Utility provides potable water within the city limits to approximately 8,400 people. A complete inventory, analysis of need, identification of deficiencies, and the capital facilities program is provided in the 2023 Water System Plan (WSP), adopted by City Resolution R23-018 and is available on the City's website

The City's water system consists of two well fields and an Infiltration Gallery. There are three storage reservoirs totaling 2.9 million gallons of active storage, four booster pump stations and approximately 77 miles of distribution and transmission main piping. The City has six pressure zones.

The City's water service area is identified in the 2023 Water System Plan Map Figure 1-2. An average of 73 water service connections were added to the City's water system annually from 2013 through 2021.

The City's water consumption has been generally steady since 2013. In the 2014 Water System Plan, the City used on average 163 gpd/ERU and currently uses 146 gpd/ERU based on the 2023 Water System Plan data collected from records provided from the City's billing system. This decrease in water usage has occurred due to a combination of increased efficiency, building code changes, education, and lowering the distribution system leakage.

### 2045 Projected Water Usage

By 2041 the total annual water use is projected to reach 1,742 acre-feet/year, representing an 81 percent increase from current usage of 963 acre-feet/year. The projection is based on an assumed average annual growth rate of 3%, as identified in the WSP. This growth rate is intentionally more conservation than the City's projected population average annual growth rate of approximately 1.3% through 2045.

The City holds confirmed water rights for a total of 1,850 acre-feet/year. The WSP uses a conservative water demand forecast that assumes an average annual growth rate exceeding the projected 2045 population growth rate. This approach accommodates Clallam County's growth allocation and ensures adequate water supply capacity to serve future growth.

### Water System Improvements

The City's water system capital facility improvements have been identified and prioritized on the basis of water quality concerns, growth demands, regulatory requirements, component reliability, system benefit, and financial priority, and are listed below in Exhibit CFP-5.

| **Exhibit CFP-5 Sequim Water System Improvement Plan** | |
|---|---|
| Reservoir Rd water main and booster station | Construct a new booster pump station (located at the City-owned Reservoir Road property) that will be capable of providing flow and pressure for build-out of the southwestern portion of the City in areas that are high enough in elevation that they cannot be served by either the 420 or 480 pressure zones.<br><br>The ultimate build-out area for the proposed booster station is shown in Appendix L in Figure L-1 of the WSP. Distribution piping projects (including some PRVs) will be needed to connect this new booster pump station to the areas shown, and these piping projects will be driven by development schedules. One exception is project D-21, which will allow the booster pump station to provide service to the Emerald Highlands area, which is an existing development current served by the PUD but is within City limits. The booster station will pull water from the 420 pressure zone and discharge to a new pressure zone with a Hydraulic Grade Line of approximately 635 ft to provide both residential fire flow and peak hour demand for build-out of the service area following applicable standards for redundancy and resiliency. |
| Simdars Rd Booster Station Construction | This project will provide the city with additional capacity to transfer water from the Port Williams Wellfield in the 350 Zone into the 420 Zone. This project would be located near the PRV station located adjacent to Simdars Road. The proposed Simdars Road Booster Station would have a reliable capacity of 600 gpm with three pitless booster pumps with capacities of 300 gpm each. The booster station would provide redundant supply to the Solana area, which is currently served by a single line along Brownfield Road. This project would also improve water quality in the Solana Reservoir by allowing the City to deliver water more directly from the Port Williams Wellfield. |
| Hammond St Water Main Installation | Provide fire flow and improve east-west transmission in the system. The construction will consist of approximately 2,800 LF of 12-inch water main along East Hammond Street from South Sequim Avenue to South Brown Road. It is anticipated that this project will be developer funded. |
| Brown Rd Water Main Construction, Port Williams Rd to E Fir St | Provide additional capacity for the system to serve the east portion of the service area and provide additional transmission capacity to the system from the Port Williams Wellfield. The construction will consist of |

| | |
|---|---|
| | approximately 2,600 LF of 12-inch water main along Brown Road from Port Williams Road to Hendrickson Road. |
| Washington St Water Main Construction, West Sequim Bay Rd to E Washington St | Water main construction will consist of approximately 2,500 LF of 12-inch water main from West Sequim Bay Road south to the existing water mains on Washington Street. It is anticipated that this project will be developer funded. |
| Water Main Installation, Lofgren Rd to Keeler Rd | Construction to install 1,350 LF of 12-inch diameter CVP water main piping east along Washington Harbor Loop from Lofgren Road to Keeler Road, connecting to an existing main along Washington Harbor Loop owned by the Sequim Bay Resort and Marina Water System. This project is contingent on development in this area and will be a developer-funded extension. |
| Brown Rd Water Main Installation, E Fir St to E Washington St | Improve fire flow to commercial developments in the city center. Construction will consist of approximately 1,800 LF of 12-inch water main along Brown Road from East Fir Street to East Washington Street. It is anticipated that this project will be developer funded. |
| Water System PRV Purchase & Install | Construct pressure relief valve stations in the 500 Zone, 420 Zone and in the 350 Zone to provide protection from overpressure if a PRV from an upper zone is stuck open. Exact locations of these stations will be determined during design. |
| South Lee Chatsfield Rd Water Main Loop | Construct approximately 500 LF of 8-inch water line to connect South Lee Chatfield Avenue to Espeth Way to provide additional looping to that area. It is anticipated that this project will be developer funded. |
| AC/Galv Iron Main Replacement | Annual allotment to replace undersized or failing AC and galvanized water mains throughout the distribution system with more durable and appropriately sized piping. |
| W Washington St Isolation Valves Upgrade | Add isolation valves to three intersections along Washington Street, four-way valve clusters to 2nd Avenue, and 8-inch valves on the North/South pipes to allow future upsizing of 6-inch mains. The project will add valves to the North & East legs at 5th Avenue, and the south leg of 3rd Avenue. These isolation valves will reduce the number of blocks that will need shutdown to isolate the subject sections of pipe. |
| West Prairie Water Main Installation, S Sequim Ave to S 5th Ave | Replace an undersized line along West Prairie Street. Construction will consist of approximately 2,650 LF of 8-inch water main along West Prairie Street from South Sequim Avenue to South 5th Avenue. |
| Port Williams Well #4 Construction | Drill and develop a fourth well at the Port Williams Well Field. |
| Silberhorn Deep Well No. 4 Construction | Drill and develop an additional well within the water system. The anticipated location of the well is in the vicinity of the Silberhorn Wellfield, although it is planned to be developed in the deepest aquifer in this area, roughly 600-700 feet deep. |
| Happy Valley Reservoir Construction | Existing service area capacity upgrade from 1.7MG to 4.2MG at Reservoir Rd site. Would serve 480 with booster station as well as other areas. The new reservoir would provide adequate pressure, fire flow to this area and additional storage. |
| Ranney Well Water Main Replacement, Ranney Well to Reservoirs | Rehabilitation or replacement of approximately 3 miles of existing 12" diameter AC water main from the Infiltration Gallery (Ranney Well) to the reservoirs on Reservoir Rd. A trenchless method is anticipated, either Cured-In-Place-Pipe (CIPP), slip lining, or pipe bursting. |

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|---|---|
| SCADA Installation, Water Division | SCADA/telemetry system improvements, connecting numerous remote Public Works sites to a central location where an operator will be able to observe, record, and change process control parameters at the remote site. |
| Dungeness River Surface Water Treatment Facility | To fully utilize the City's Dungeness River water right, a new surface water treatment facility will be needed to treat raw river water. The facility is anticipated to be constructed on the City's Reservoir Road property and designed to utilize the full surface water right. Backwash may be discharged to the City's sewer system for treatment and reuse, reducing the need for on-site solids handling. |
| Infiltration Gallery Flow Control Valve | This project will add flow control valve in new vault for automatic and remote control of infiltration gallery flow rate for the Infiltration Gallery. |
| Water line on S 5th Ave, McCurdy Rd & Reservoir Rd | Construct approximately 650 LF of 8-inch water main along 5th Avenue from West Reservoir Road to West Norman Street to provide water looping and fire flow. |
| Norman St Water Main Construction | Construct approximately 1800 LF of 8-inch water main along Norman Street to provide water looping and fire flow. |
| Eunice St Water Main Construction | Construct approximately 1800 LF of 8-inch water main along Eunice Street to provide water looping and fire flow. |
| Rolling Hills looping | Connect 7th Ave and Silberhorn Rd water mains. |
| Water line on Silberhorn Rd from River Rd to 7th Ave | Install approximately 1,350 LF of 12-inch water main along South 7th Avenue from Silberhorn Road to McCurdy Road Avenue to provide additional fire flow to the commercial areas of the 420 Zone north of Highway 101. |
| Land Purchase for future reservoir | Additional storage will be required at approximately the end of the 20-year planning period and the City plans to construct additional storage at least 5 years before it is needed. Additional future storage (2.5 MG) is at the City-owned property on Reservoir Road. |
| Marlo Dr Extension to River Rd, Water and Streets Project | Construct approximately 900 LF of 8-inch water main along Marlo Drive from the end of the existing main to River Road for water looping and fire flow. It is anticipated that this project will be developer funded. |
| W Maple St Extension from 4th Ave to 5th Ave, Water and Streets Project | Install approximately 780 LF 8" watermain to provide redundancy and looping for the system. |
| W Sequim Bay Corridor Improvements, Water and Sewer Project | Construct approximately 4,000 LF of 12-inch water main and 500 LF of 8-inch water main along West Sequim Bay Road from the Battelle Parcel to connect to existing Marina Water System Main. A 12-inch loop will be constructed through the Mariner's Outlook Subdivision and connect with an 8-inch extension from Water View Drive. The project will intertie with the Marina Water System and include a pressure reducing valve to supply the Marina System's lower zone. It is anticipated that this project will be developer funded. |
| S 3rd Ave Improvements, Washington St to Pine St, Water and Sewer Project | Replace approximately 2000 LF of existing 12" AC watermain from Washington St to Pine St, with a new 12" PVC watermain. |

| | |
|---|---|
| W Maple St Rehabilitation, 5th Ave to 7th Ave, Water and Streets Project | Replace approximately 700 LF (6th-7th) (or 1300 LF if 5th-7th) of existing 6" AC watermain with a new upsized 8" PVC watermain. |
| Bell St Rehabilitation, Sequim Ave to 2nd Ave, Water, Sewer, and Storm Water Project | Replace 8" waterline on Bell St between 2nd and 5th. This project is part of a larger project that replaces the sewer line and rehabilitates the street. |
| Flaura's Acres, Water, Sewer, Streets Project | Construct 3000 LF of water line at Flaura's Acres, Blair & Belfield off of Still Rd. |

### Water Efficiency

The City must set goals for water use efficiency and report progress annually. For the 2022-2031 planning period, the demand-side goal is to continue to reduce ERU value by 5% over a 10-year period through increased conservation and increased use of reclaimed water. The supply-side goal is to continue to reduce distribution system leakage by 3% over a 10-year period by fixing leaks. Supplementary measures include conservation pricing, bills showing consumption history, reclaimed water use, customer notification of leaks, reduced non-residential irrigation usage, and outreach and education.

### Water Facilities Funding Strategy

Municipal utilities in Washington State are operated as enterprise funds and are required by state law to operate with a balanced budget. The City has decided how it will finance its utility capital improvements as well as provide funds to operate the utility through some combination of user rates, debt, and one-time General Facilities Charges. It must maintain user rates at a level that is sufficient to operate and maintain its facilities, pay debt service on any debt issued, and maintain reasonable cash reserves.

Funding the Water System's capital improvements comes from the Water Enterprise Fund, which is self-sufficient. Revenue is from monthly rates from both residential and commercial users, and through one-time General Facilities Charges. The combination of these revenue sources funds the water utility's operational expenses, debt reduction, maintenance and capital improvements.

The 2023 Water System Plan provided a financial analysis of the water utility's anticipated monthly rate revenues and projected operational expenses over a ten-year period. It also provided an analysis for projected connection charge revenues, which are used to upgrade and expand the water system. The 2023 Water System Financial Analysis concludes that to ensure a financially balanced water utility over the planned capital improvements, the City should consistently raise rates by 2.00% each year starting in 2023, for a 10-year duration. Since 2020 the City had not raised rates. Additional modeling completed in 2025 adjusted

the planned rate increases from 2.00% per year starting in 2023 to 5.50% per year from 2026 through 2030 with a 3% per year increase in GFCs. These new planned rates increases were approved and implemented in 2026. As part of future planning the City will look at alternative funding sources as identified in the 2023 Water System Plan to assist with additional funding sources or plan to adjust the capital improvement timeline to match revenue.

## 7. SANITARY SEWER SYSTEM

The City of Sequim's sanitary sewer utility provides sanitary sewer service within most of the City limits and the surrounding Urban Growth Area (UGA). Sanitary sewer service is also provided to an unincorporated area of Bell Hill to the south of the City and several customers to the southeast of the City (Sequim Bay Lodge, Sequim Bay State Park, and the Jamestown S'Klallam Tribe). In addition, the City provides conveyance and transmission of sanitary sewer from the Carlsborg area, to the west of the city limits.

RH2 Engineering, Inc., (RH2) is in the process of updating the City's *General Sewer Plan* (GSP), which contains (among other elements) a detailed sewer system description, flow and loading projections, collection and treatment system analysis, a Capital Improvement Plan (CIP), and a financial analysis. For purposes of the 2025 Comprehensive Plan Update, a technical memorandum was prepared by RH2 and is included as Appendix B-1A; this memo includes data on existing and 2045 projected system flow and loading, existing and projected lift station capacity, existing and projected collection system flows, capital improvement projects, project list, figures and methodology. It is intended that upon completion of the GSP update, amendments to this section will occur at the next appropriate annual comprehensive plan amendment cycle.

The sewer collection system owned by the City contains approximately 71.8 miles of gravity mains, 4 lift stations, and 6.5 miles of force mains that convey wastewater to the City's Water Reclamation Facility (WRF). The WRF treats wastewater to produce Class A reclaimed water that is either used by the City for approved uses or discharged via an outfall in Strait of Juan de Fuca.

### Projected Wastewater Flows

The projected sewer flow and loading were developed by estimating a baseline of dry-weather residential flows to the WRF and dry-weather residential per capita flow. Dry-weather flows are used as the basis for projections to exclude the influence of I/I. The estimated dry-weather per capita flow was used for all existing residents served, and additional residents to be served were assigned a greater per capita flow value for conservatism. For each year, the per capita flow value was multiplied by the 2045 population projection assigned to Sequim to determine the projected baseline residential flow. The projected sewer flows are presented in Exhibit CFP-6 below.

| Exhibit CFP-6 2025-2045 Sewer System Flow and Loading | | | | | | | |
|---|---|---|---|---|---|---|---|
| **Year** | AAF (MGD) | MMF (MGD) | PHF (MGD) | BOD, AA (ppd) | BOD, MM (ppd) | TSS AA (ppd) | TSS MM (ppd) |
| **City Limits** | | | | | | | |
| 2025 | 0.51 | 0.57 | 2.03 | 1,441 | 1,619 | 1,413 | 1,645 |
| 2045 | 0.84 | 0.95 | 3.36 | 2,280 | 2,561 | 2,236 | 2,602 |
| **Outside City Limits within UGA** | | | | | | | |
| 2025 | 0.03 | 0.04 | 0.13 | 89 | 100 | 88 | 102 |
| 2045 | 0.17 | 0.19 | 0.66 | 426 | 479 | 418 | 487 |
| **Bell Hill** | | | | | | | |
| 2025 | 0.05 | 0.05 | 0.19 | 136 | 153 | 133 | 155 |
| 2045 | 0.08 | 0.09 | 0.31 | 219 | 246 | 215 | 250 |
| **Carlsborg** | | | | | | | |
| 2025 | 0.04 | 0.05 | 0.16 | 117 | 131 | 115 | 134 |
| 2045 | 0.09 | 0.10 | 0.38 | 250 | 281 | 245 | 285 |
| **Flow and Loading East of Sequim** | | | | | | | |
| 2025 | 0.02 | 0.03 | 0.09 | < 100 | < 100 | < 100 | < 100 |
| 2045 | 0.03 | 0.03 | 0.12 | < 100 | < 100 | < 100 | < 100 |
| **Totalized Values to WRF** | | | | | | | |
| 2025 | 0.65 | 0.73 | 2.59 | 1,783 | 2,003 | 1,749 | 2,036 |
| 2045 | 1.20 | 1.36 | 4.82 | 3,175 | 3,567 | 3,113 | 3,624 |
| **WRF Design Criteria** | | | | | | | |
| | | 1.67 MGD | | 4,036 ppd | | | 3,855 ppd |

Overall, the City sewer system operates satisfactorily for the 20-year planning period. Deficiencies in gravity sewer capacity and pump station capacity were identified and are addressed by improvements included in the sewer capital facilities improvements projects (See Exhibit CFP-7).

### System Deficiencies

Primary deficiencies in the City's sanitary sewer system consist of:1) pump station upgrades to accommodate future growth; and 2) potential capacity constraints within the City WRF system related to flow, organic loading, and solids loading.

### Inflow and Infiltration

The City is initiating an infiltration and inflow (I/I) study to characterize the I/I component of existing flows.

### City System and Treatment Capacity

The RH2 Technical Memorandum to the General Sewer Plan included a capacity assessment of the City's system. Based on the analysis, pipe segments and pump stations in limited areas

of the City are potentially deficient in the future. Based on the assessment, several projects were added to the capital 2045 project list to remedy these capacity constraints.

The City of Sequim's Water Reclamation Facility has an existing treatment capacity of 1.67 mgd, which is adequate to accommodate the City's existing flows. The 2045 flow projection will near but not exceed the permitted capacity. The 2045 projected flow, organic loading, and solids loading are projected to surpass 85 percent of their permitted capacity and the City has begun planning and securing funding for design and expansion of the WRF capacity.

The following project have been identified

| **Exhibit CFP-7 Sequim Sanitary Sewer System Improvement Plan** | |
|---|---|
| **Sanitary Sewer System** | |
| **WRF Improvements** | |
| Aerobic Digester and Solids Handling Improvements | Increase capacity of WRF solids handling system |
| **Collection System Improvements** | |
| Upsize Grant Rd to W Washington St Gravity Main | Replacing under sized mains and manholes |
| Upsize W Hammond Gravity Main | Replacing under sized mains and manholes |
| Upsize Sewer Gravity Main near W Salal Place | Replacing under sized mains and manholes |
| Upsize Sewer Gravity Main Along N Blake Ave | Replacing under sized mains and manholes |
| **Lift Station Improvements** | |
| Forest Rd Lift Statin and Force Main | Construction of lift station at Forest Rd, including force main |
| North End/Port Williams Lift Station Improvements | Replace existing north end lift station at Port Williams Rd |

### Sewer Facilities Funding Strategy

Municipal utilities in Washington State are operated as enterprise funds and are required by state law to operate with a balanced budget. The City has decided how it will finance its utility capital improvements as well as provide funds to operate the utility through some combination of user rates, debt, and one-time General Facilities Charges. It must maintain user rates at a level that is sufficient to operate and maintain its facilities, pay debt service on any debt issued, and maintain reasonable cash reserves.

Funding the Sewer System's capital improvements comes from the Sewer Enterprise Fund, which is self-sufficient. Revenue is from monthly rates from both residential and commercial users, and through one-time General Facilities Charges. The combination of these revenue

sources funds the water utility's operational expenses, debt reduction, maintenance and capital improvements.

Financial analysis of the sewer utility's anticipated revenues and expenses completed in 2025 calculated rate increases of 4.50% per year from 2026 through 2030 with a 3% per year increase in GFCs. These rate increases were approved and implemented in 2026. The updated GSP will include additional financial analysis to ensure that the operation, maintenance, and capital improvement plan for the sewer system are adequately funded.

**System Expansion Projects Funding**

For future proposed residential or commercial developments that currently do not have the City's sanitary sewer system readily available, the City generally requires the developer or landowner to pay all costs associated with designing, engineering, and constructing the extension to City standards. The City also requires the developer/landowner to turn over and dedicate any capital facilities such as main lines, pump stations, and wells to the City, at no cost. The City anticipates this process will be used more often to serve development occurring throughout the underdeveloped areas of the city and the urban growth area.

## 8. STORMWATER MANAGEMENT SYSTEM

The City recognizes that stormwater capital facilities are critical to protect public infrastructure and resources. The City of Sequim is not covered under the National Pollutant Discharge Elimination System (NPDES) municipal stormwater permit.

Sequim is located mostly within the Dungeness watershed resource inventory area (WRIA 17), which includes the Dungeness, Cassalery, Geirin and Bell Creek watersheds; a part of eastern Sequim, the Johnson Creek watershed, is included in the Snow-Quilcene WRIA 18.

Surface water management within the city limits includes development and maintenance of stormwater collection and treatment system. The City's 2016 Storm and Surface Water Master Plan (SSWMP) include identification of, and proposed solutions to, drainage and water quality issues, including capital facilities improvements.

In 2022, the City adopted the Department of Ecology's Stormwater Management Manual for Western Washington to regulate stormwater facilities in private and public development as set forth in Sequim Municipal Code 13.104.030.

**System Description**

The City's physical stormwater system is composed primarily of gravity-assisted open ditches, pipes, culverts and drywells/perforated pipes receiving runoff through catch basins and inlets from streets, alleys, parks, parking lots and buildings. This system conveys it to drainage features such as infiltration systems, stormwater ponds, and creeks which eventually discharge to Sequim Bay or ground water. Water quality treatment and water quantity

detention/retention structures are throughout the system, many of which are privately owned and maintained. In areas of potential concentrated pollutants, water quality filters that can remove pollutants are required before infiltration or discharge.

Stormwater generated from public facilities is managed by the Public Works Department, including capital improvement activities, and operation and maintenance (O&M).

**Stormwater Management Facility Improvements**

The SSWMP identified stormwater problems and solutions based on a 2014 Stormwater Management Needs Assessment. Within the SWWMP, a prioritized schedule of stormwater capital projects was developed including potential funding source, project timing, and cost.

| **Exhibit CFP-8 Sequim Stormwater System Improvement Plan** | |
|---|---|
| **Stormwater Management Projects** | |
| S 3rd Ave Drainage Improvements | Install an 18-inch diameter culvert under the Hideaway Homes Park driveway and a catch basin at the discharge end of the culvert, tied to existing drainage pipes discharging to the large retention pond on the NE corner of S. 3rd Ave and W. Brownfield Rd. |
| Bell Creek Culvert Upgrade (RM 1.8) | Replacement of an existing 48 in. dia. culvert with a fish passable culvert to join the 11 in. by 6 in. box culvert (under Les Schwab driveway). |
| Bell Creek Culvert Under Blake Ave. and Rhodefer Rd. (RM 1.5) | Replaces most existing runoff from E Washington that directly discharges to Bell Creek with infiltration facilities installed under sidewalk on west side N Brown. |
| Discharge Retrofit, 7th Ave and Washington St | Installation of a biofiltration unit for treatment of runoff and protection of the infiltration facility, tie in of existing catch basis into the filtration unit, and installation of extended infiltration trench for infiltration runoff. |
| Sequim Area Stormwater Plan | Update Storm & Surface Water Plan, identify strategy to provide adequate surface water system capacity for growth. Include assessment of existing conditions & develop plan for maintaining/improving stormwater conveyance, infiltration, resource protection and financial analysis |
| Miller Rd Stormwater Improvements | Reroute stormwater to Emerald Highlands Detention Pond and make improvements. |
| Infiltration Facilities | Improve infiltration facilities throughout City |

During development of the annual CIP, project prioritization is reviewed and revised annually based on new information, funding availability, specific project needs, or plan updates.

Project costs are based on planning level estimates, updated annually for inflation, that reflect concept design level information and anticipated to be funded by a combination of grants, general facilities charges and capital reserves.

### Stormwater Facilities Funding Strategy

Funding for stormwater facilities comes from a portion of water and sewer enterprise fund revenue. These revenue sources fund the utility's operational and maintenance expenses like street sweeping and catch basin cleaning. It also funds capital improvement expenditures including the purchase of equipment to maintain the system, costs to replace deteriorated pipes, culverts, or other components; and costs to install new components to better manage storm water (filters and other best management practices or BMPs).

Per Comprehensive Plan Capital Facilities Policy CF 3.1, the City may consider a standalone stormwater utility to ensure that there is adequate long-term capacity for stormwater needs and sufficient financial capacity to support the 20-year capital improvement needs for stormwater management.

## 9. TRANSPORTATION

This section of the CFP is based on the City's Transportation Master Plan (TMP) most recently updated in 2026; it is included as Appendix B-2 of the City's Comprehensive Plan. In meeting the transportation requirements of the GMA, the TMP includes an existing system evaluation, growth and transportation demand forecast, future transportation needs assessment, active transportation facilities and needs assessment, necessary facility improvements and cost estimates, and implementation/funding strategies. The following sections are summarized from the TMP.

### Roadway System

Sequim's roadways are classified by the types of uses that the roadways are intended to provide. Some roadways are intended to serve regional travel and vehicle circulation, while other facilities provide safe options for people who walk, bike, and roll. The efficiency of the street network system depends upon how streets move traffic through the system.

The transportation network forms the spine of the City, shaping how residents and visitors experience Sequim. Roadway classifications are principal arterials, minor arterials, collectors, and local streets; examples of each roadway type and the intended uses served are described in Exhibit CFP-9.

**Exhibit CFP-9 Street Classifications**

| Type | Description / Purpose | Example |
|---|---|---|
| Principal Arterial | A limited access, high-speed roadway that connects Sequim with the rest of the Olympic Peninsula and state. | US-101 |
| Minor Arterial | Minor arterial streets provide intra-neighborhood connections and predominantly serve through trips. | Washington Street |
| Collector | Collectors distribute trips between local streets and arterials and serve as transitions roads to or from residential areas. | 3rd Avenue |

| | | |
|---|---|---|
| Local | Local streets provide circulation and access within residential neighborhoods. | Dunlap Avenue |

**Traffic Volumes** Traffic counts were collected throughout the City in the summer of 2023. This data showed that the most heavily travelled roadways during the peak hour, which in Sequim is midday between 12:00 and 2:00 p.m. on a typical weekday, are US-101 and Washington Street. Traffic volumes peak near the west Sequim regional commercial center at the River Road interchange with US-101.

Sequim Avenue and 5th Avenue are the major north-south routes. There are two alternative routes for traffic heading north out of Sequim: Old Olympic Highway and Sequim-Dungeness Way. These two routes serve approximately equal volumes of traffic. Existing (2023) midday peak hour volumes are displayed in Figure 3 of the TMP, included as Appendix B-2 of the Comprehensive Plan.

### Traffic Operations

Roadway traffic operations are typically assessed using intersection level of service (LOS), a measure of vehicular delay, reported for the busiest hour of each day. Criteria range from LOS A, indicating free-flow conditions with minimal vehicle delays, to LOS F, indicating roadways that are over capacity with significant vehicle delays. Six LOS categories are described in the TMP, included as Appendix B-2 of the Comprehensive Plan.

Weekday midday peak hour traffic operations for existing conditions were evaluated based on the procedures identified in the Highway Capacity Manual, Seventh Edition (HCM) using Synchro 12 for signalized and stop-controlled intersections. Synchro 12 is a software program that uses HCM methodology to evaluate intersection LOS and average vehicle delay. For roundabouts, Sidra 9 was used in accordance with WSDOT's Sidra Policy Settings.

Results for the existing operations analysis are summarized in Table 2.2 of the TMP, included in the Comprehensive Plan as Appendix B-2.

### Travel Demand Model Framework

The City's travel demand model was used to develop traffic forecasts along the roadway network based on future population, housing and job growth assumptions for the 2025 Comprehensive Plan periodic update consistent with the Land Use Element and Future Land Use Map. The City of Sequim's travel demand model was developed to provide a robust technical basis for transportation system needs evaluation that aligns with the City's long-term planning. The model has a base year of 2023 and forecast horizon through 2045. The 2023 year had the latest available land use data when the model was developed. The City's model was built with Visum software and is consistent with local and regional growth plans. The model's scope is within the city and county areas surrounding the city within the area census tract boundaries.

Land use assumption for the 2045 horizon year were developed and assigned to Transportation Analysis Zones (TAZs). The model trip assignment represents the afternoon peak hour period (one-hour volume). Trip generation is based on daily trips, then converted to peak hour trips by time-of-day factors.

### 2045 Intersection Level of Service

The City of Sequim aims to develop a transportation system that maintains a level of service (LOS) which will mitigate the impacts of new growth and is adequate to serve adjoining land uses.

The Vehicular LOS for intersections and all City streets, except for Washington Street, are developed and maintained to provide a minimum of LOS D. Washington Street has a LOS F standard within downtown (5th to Brown) and must maintain a minimum of LOS E outside of downtown.

The City's travel demand model developed 2045 forecasts that were used to analyze future weekday midday traffic operations at the study intersections using the HCM methodology. Exhibit CFP-10 reports the results of the LOS evaluation at intersections within the city limits under future growth assumptions.

The City of Sequim is served by US-101, which is classified as a Highway of Statewide Significance (HSS). Per the WSDOT Highway System Plan, the LOS standards for HSS facilities are set forth by State law. State law sets LOS D for HSS facilities in urban areas. Since US-101 is located within the Sequim urban area, the LOS D standard applies.

**Exhibit CFP-10 Future (2045) Conditions Level of Service**

| Intersection | Control Type | LOS | Delay | Worst Movement or Vehicle Capacity |
|---|---|---|---|---|
| 5th Ave/Old Olympic Hwy | AWSC | C | 15.2 | EB |
| Sequim Ave/Old Olympic Hwy | RAB | A | 6.4 | 0.34 |
| Kendall Rd (Cameron Farm Dr)/Hendrickson Rd | TWSC | B | 15.0 | SB |
| 5th Ave/Hendrickson Rd | Signal | B | 17.4 | |
| Sequim Ave/Hendrickson Rd | TWSC | C | 18.4 | EB |
| 5th Ave/Fir St | Signal | A | 9.1 | |
| Sequim Ave/Fir St | TWSC | C | 20.4 | EB |
| Brown Rd/Fir St | TWSC | B | 11.2 | EB |
| Blake Ave/Fir St | TWSC | A | 9.7 | WB |
| Sequim Ave/Spruce St | TWSC | C | 21.1 | WB |
| River Rd/Washington St | RAB | A | 8.3 | 0.63 |
| N Priest Rd/ W Washington St | Signal | C | 21.2 | |
| 9th Ave/Washington St | RAB | A | 7.0 | 0.64 |
| 7th Ave/Washington St | Signal | C | 30.4 | |

| | | | | |
|---|---|---|---|---|
| 5th Ave/Washington St | Signal | C | 33.7 | |
| N 3rd Ave/Washington St | Signal | B | 17.4 | |
| Sequim Ave/Washington St | Signal | D | 45.0 | |
| Brown Rd/Washington St | TWSC | E | 46.6 | NB |
| Lee Chatfield Ave/Washington St | Signal | C | 20.5 | |
| E Hammond St/Washington St | TWSC | C | 23.9 | SB |
| Sequim Bay Rd/Washington St | TWSC | C | 24 | NBL |
| 7th Ave/Prairie St | TWSC | B | 11.3 | WBL |
| 3rd Ave/Prairie St | TWSC | B | 11.2 | EB |
| Sequim Ave/Prairie St | TWSC | E | 43.5 | WB |
| River Rd/US 101 WB Ramps | Signal | A | 10 | |
| River Rd/US 101 EB Ramps | Signal | C | 20.2 | |
| Sequim Ave/US 101 WB Ramps | WB | B | 14.6 | WB |
| S Sequim Ave/US 101 EB Ramps | TWSC | E | 40.4 | EB |
| Simdars Rd/US 101 WB Ramps | RAB | A | 5.8 | 0.21 |
| Simdars Rd/US 101 EB Ramps | TWSC | B | 13.2 | EB |
| S Sequim Ave/Brownfield Rd | TWSC | B | 12.5 | EB |
| Kendall Rd/Old Olympic Hwy | TWSC | B | 13.7 | NB |
| N Priest Rd/W Hendrickson Rd | AWSC | B | 11.1 | WB |

*Shaded intersections identify those exceed LOS standard*

**Bicycle, Pedestrian, and Mobility Scooter Network/Active Transportation**

Sidewalks, bicycle lanes and trails contribute to the city's active transportation network, which offers people a wider range of transportation options within and around the city. Pedestrian facilities also serve those with mobility-assisted devices, such as wheelchairs and electric scooters. Sequim's pedestrian facility inventory – which includes sidewalks, footpaths, and trails – show that pedestrian facilities are available in many parts of the city. In Sequim's historic downtown, Washington Street has sidewalks along both sides of the road between Blake Ave and Priest Rd to provide access to commercial destinations for residents and visitors alike. Roads with connections to schools – including 3rd St, Fir St, N Sequim Ave, and Hendrickson Rd – have some sidewalks for students accessing the schools but also have significant gaps.

Where pedestrian facilities do exist, they are not always universally compliant with Americans with Disabilities Act (ADA) standards. In 2023, the City adopted an ADA Transition Plan to map the City's plan to bring pedestrian facilities up to compliance.

Sequim's bicycle network includes a series of dedicated facilities, including multiuse paths, bicycle lanes, and sharrows. There are 5.2 miles of existing bicycle lanes along the City's streets, with sections along W Fir St, N. Sequim Ave., and N. 5th Ave. The Olympic Discovery Trail provides an additional 5.15 miles of trail for bicyclists within the City as well.

The City passed a Complete Streets Resolution (R2023-020) to support implementation of active transportation and support the city's comprehensive plan.

An existing (2023) inventory of bicycle and pedestrian facilities can be found in Figure 7 of the TMP, included as Appendix B-2 of the Comprehensive Plan.

**Other Transportation Plans**

The City of Sequim has developed other transportation plans to meet federal and state requirements and to consider opportunities for connectivity and mobility, safety and other factors. These include the 2020 South Sequim Complete Streets Improvement Plan developed to plan for street improvements that enhances multi-modal connections in South Sequim for people walking, biking, driving and living in the neighborhood, the ADA Transition Plan to identify discontinuities on City streets and sidewalks that do not meet accessibility requirements, the Local Road Safety Plan which addresses fatal and serious injury crashes and systemic safety needs, and the Comprehensive Safety Action Plan that aims to reduce and eliminate serious-injury and fatal crashes affecting all roadway users.

**Transit**

Existing public transportation service in Sequim is provided by regional and local bus services operated by three providers: Clallam Transit, Jefferson Transit Authority, and the WSDOT Dungeness Line operated by a private operator. Service includes both fixed-route and on-demand services. There is a park and ride at the Transit Center in Sequim.

**Exhibit CFP-11 Sequim Transit Service Summary**

| Route | Operator | Destination | Weekday Frequency | Saturday Frequency |
|---|---|---|---|---|
| 8 | Jefferson Transit | Port Townsend | 5 trips | 2 trips |
| 30 | Clallam Transit | Port Angeles | 30 min | 60 min |
| 50 | Clallam Transit | Jamestown Campus | 4 trips | - |
| 52 | Clallam Transit | Diamond Point | 3 trips | - |
| 123 (The Straight Shot) | Clallam Transit | Bainbridge Ferry Terminal | 3 trips | 3 trips |
| Interlink Sequim | Clallam Transit | Replaces Sequim Shuttle | On-Demand | On-Demand |
| Dungeness Line | Greyhound | Seattle – Sea-Tac Airport | 2 Trips | 2 Trips |

In addition to fixed-route transit service, Clallam Connect is a shared ride paratransit type of service within Clallam County, in compliance with the ADA. Connect service is available for qualified passengers unable to use Clallam Transit's regular fixed or on-demand Interlink route buses some or all the time.

Demand for transit is expected to increase within Sequim which supports transit-oriented development, improved active transportation facilities, and improved access to transit. The City of Sequim is committed to being an active partner with Clallam and Jefferson Transit to increase options for access to and the use of transit in Sequim.

### 2045 Transportation Facility Improvements

The City regularly plans for and adapts to changing growth patterns to ensure adequate and reliable transportation facilities long term. The GMA requires adequate transportation facilities to be available or available within six years of development.

In addition, the Transportation chapter of the Comprehensive Plan was updated concurrently with the comprehensive plan periodic update and utilized the population and jobs growth projections in demand modeling. Capital improvement projects have been identified for the 20-year planning period.

Exhibit CFP-12 includes transportation improvement projects identified in the TMP, included in the Comprehensive Plan as Appendix B-2. These projects address the three intersections with future failing LOS, and represent a balance of safety, maintenance, and operational improvements for all modes, with a focus on those that provide the most benefit to Sequim residents and leverage outside funds to the greatest extent possible. The projects address safety, capacity, active transportation and complete streets, and roadway preservation needs. The projects are categorized as Planning, Active Transportation Projects, and Roadway and Intersection Projects.

**Exhibit CFP-12 Sequim Transportation System Improvement Plan**

| Project | Description |
|---|---|
| **Planning** | |
| Transportation Master Plan/Impact Fee Update | Update of Transportation Master Plan (TMP) which provides a long-term planning strategy for the City's surface transportation network for the 6-year and 20-year planning periods. |
| City wide speed limit study | Speed limit study |
| **Active Transportation** | |
| S 3rd Ave Complete Streets, WA to Brownfield Rd | Improvements include fill sidewalk gaps on South side of Fir between Sequim Ave & Brown Rd; Sharrows and signage on S 3rd Ave, between Washington St & Bell St; Bike lanes on S 3rd Ave, between Bell St and Brownfield Rd; Multiuse Path on west side of S 3rd Ave, between Brownfield Rd & S City Limits; Ped Bike Crosswalk at S 3rd Ave & Hemlock St, Brownfield Rd, & Norman St |
| E Fir St Rehab Brown Rd to Blake Ave | Fill sidewalk gaps on E Fir St, from Sequim Ave to Brown Rd; Upgrade/install ADA curb ramps and Bike lanes |
| W Sequim Bay Rd Asphalt Trail Construction | Install Multiuse Path on West Sequim Bay Rd, between Washington St & Keeler Rd |

| | |
|---|---|
| Multiuse Trail Asphalt Trail Construction, ODT to waterfront | Install Multiuse Path on Whitefeather Way between West Sequim Bay Rd & ODT |
| Etta Street Active Alleyway | Rehabilitate the alley with new lighting, street features, traffic calming, stormwater improvements, and pavers. |
| Sunnyside Ave Sidewalks Construction | Install sidewalks & bike facilities between Fir St & Prairie St, enhance crossing at Washington St |
| Seal St Alley Rehabilitation, E Washington St to W Cedar St | Rehabilitate the alley with new lighting, street features, traffic calming, and pavers. |
| South Sequim Complete Streets Construction | Install bike lanes & sidewalks between 5th and eastern terminus; Upgrade ADA curb ramps; Install mini roundabouts on Prairie at 4th Ave, 3rd Ave, 2nd Ave, Sunnyside |
| E Silberhorn Rd Bike lanes between River Rd & S 7th Ave | Install bike lanes on E Silberhorn Rd, between River Rd & S 7th Ave |
| North 9th Ave Roadway Construction, Brackett to Fir | Complete roadway connection of N 9th Ave, between Fir St & Bracket Ave |
| City wide Pedestrian/Bike Improvements | Annual program for construction of pedestrian and bicycle projects thought the City. |
| Johnson Creek Crossing repair | Repair the Railroad Trestle Foot Bridge along the ODT |
| N 3rd Ave Complete Streets | Install cross walks at 3rd Ave and Alder St; Remove stop controlled approaches along 3rd Ave and move stop controlled approached to east-west roadways at Cedar St; cross walks at 3rd Ave and Spruce St, and Cedar St.; Install bike lanes & Sidewalks & curb ramps along 3rd from Fir St to Washington St |
| E WA St bike lanes between Sequim Ave and Rhodefer Rd | Install bicycle facilities on E Washington Street, between Sequim Avenue & Rhodefer Rd |
| 7th Ave Bike Lanes between Hwy 101 and WA St | 7th Ave bike lanes between US Hwy 101 and Washington St |
| Keeler Rd Multiuse Path, W Sequim Bay Rd & ODT | Install Multiuse Path on Keeler Rd, between West Sequim Bay Rd & ODT |
| W Sequim Bay Rd pedestrian improvement at E WA St | W Sequim Bay Rd at E Washington St Intersection and Pedestrian Improvement, includes signal and sidewalk |
| S 7th Ave West Side Pedestrian Improvements between W WA St and Hammond St | Install Pedestrian Improvement on S 7th Ave between W Washington St & W Hammond St |
| W Sequim Bay Rd Ped improvements at Rhodefer Rd | Intersection and Pedestrian Improvement at West Sequim Bay Rd and Rhodefer Road, includes signal and sidewalk |
| Systemic Signalized Intersection & Pedestrian Safety | Replace signal cabinets & equipment at Washington St and 5th Ave, 3rd Ave, Sequim Ave; Improve crosswalks on 7th Ave at Spruce St, Fir St, Hendrickson Rd, midblock between Fir and Hendrickson; Improve crosswalks on 3rd Ave at Bell St, Maple St, Cedar St, Spruce St and Alder St; Improve crosswalks on Hendrickson Rd midblock at Sequim Middle School and 5th and 7th Ave |

| | |
|---|---|
| Washington St ADA Improvements | Install pedestrian push buttons, countdown signals, and ADA curb ramp retrofits at W Washington St and Sequim Ave, 3rd Ave, and 5th Ave. |
| E Washington St Multimodal Transportation Expansion Study | E Washington St Bike & Ped Improvements, including installation of Multiuse Path between Brown Rd & Simdars |
| S 9th St & W Hammond St Corridor Complete Streets | S 9th St and W Hammond St Corridor improvements, complete streets |
| Signal improvements on Washington St and 5th Ave | Replace signal cabinets & equipment at Washington St and N Priest Rd, 7th Ave, & Lee Chatfield Ave.; Replace signal cabinets & equipment at 5th Ave and Hendrickson Rd and Fir St |
| Crosswalk Enhancement Program | Improve crosswalks on 4th Ave at Spruce St and Alder St; Improve crosswalks on Sequim Ave at all intersections between Prairie and Hendrickson; Improve crosswalks on Fir St at Knapman Ave, Dunlap Ave and Brown Rd; Improve crosswalks on Washington St at 4th Ave, 2nd Ave, midblock between 2nd and Sequim Ave, Sunnyside, Govan and Brown; Improve crosswalks on 5th St at Hendrickson and Fir St |
| Spruce St Bicycle Boulevard | Minim roundabouts at Spruce St intersections between 4th Ave and Haller Ave; Bicycle sharrow markings and signage between 7th Ave and Blake Ave |
| South Sequim Complete Streets phase 2 | 7th Ave: fill sidewalk gaps from Washington St to Hemlock St, ADA curb ramps and protected bike lanes from Washington to McCurdy Rd; 5th Ave: sharrows & signage from Washington St to Hemlock St; Bell St: sharrows & signage from 5th Ave to Sequim Ave; Maple St: Mini roundabouts at 4th Ave, 3rd Ave, 2nd Ave, and Sunnyside Ave |
| Washington St Ped/Bike Safety Improvements | Install protected bike lane from 9th to 7th Ave; Roundabouts on Washington St at River Rd and 9th Ave; Rectangular Rapid Flashing Beacon (RRFB) improvements at Blake, Rhodefer, and Holiday Inn Express; Pedestrian crossing improvements at Washington & Brown; Washington St curb ramp improvements at 30 locations between 5th and River |
| W Fir St Bike Lanes, 5th Ave to 9th Ave | Bike lanes on W Fir St between 5th Ave and 9th Ave |
| S 7th Ave Ped Bike Improvements | Construct a Multiuse Path on 7th Ave, between McCurdy Rd & Rolling Hills Wy; Bike lanes on 7th Ave between Rolling Hills & Happy View Ln, Happy Valley Rd & US101, and US101 & W Hendrickson Rd; Ped Bike Crosswalk at McCurdy Rd & Silberhorn Rd; Sidewalk on 7th Ave between Washington St & W Hemlock St |
| S 3rd Ave crosswalk at Norman St | Ped Bike Crosswalk at S 3rd Ave & Norman St |
| Priest Rd and W Washington St Intersection Improvements | Install 2 stage turn queue for east-bound and north-bound bikes, curb extensions on northeast and southeast corners at Washington St and Priest Rd |
| Priest Rd Multiuse Path | Install Multiuse Path along Priest Rd, between Washington St & City Limits |
| Blake Ave Bike Ped Improvements | Fill missing sidewalk gaps on Blake Ave, between Carrie Blake Park & Washington St |

| | |
|---|---|
| River Rd Multiuse Path | Install Multiuse Path along the east side of River Rd, between Washington St & Silberhorn, enhanced crossing at Grant Rd |
| S Sequim Ave Multiuse Path, Brownfield to Miller Rd | Install Multiuse Path along west side of S Sequim Ave, between Brownfield Rd & Miller Rd |
| Brackett Rd Sidewalk, Priest Rd to 9th Ave | Fill missing sidewalk gaps on Bracket Rd, between Priest Rd & 9th Ave |
| Old Olympic Hwy Bike Ped Improvements, Sequim Ave to 5th Ave | Install missing sidewalk gaps on Old Olympic Hwy, between 5th Ave and Sequim Ave. Install bike lanes on Old Olympic Hwy between 5th Ave & Sequim Ave |
| Norman St Bike Ped Improvements, 3rd Ave to city limits | Install sidewalks & bike lanes on Norman St, between Western terminus and 3rd Ave |
| **Roadway & Intersection** | |
| W Maple St extension from 4th Ave to 5th Ave | Complete roadway connection on W Maple St, between 5th Ave and 4th Ave |
| Maple St Repair between 5th Ave & 7th Ave | Maple St repair b/w 5th Ave & 7th Ave |
| Flaura's Acres Streets | Repair curbs and roads in Flaura's Acres, Blair & Bell Field off of Still Rd |
| N Kendall Rd & W Hendrickson Rd Intersection Improvements | Install additional pavement, improved sight lines, striping, & signage |
| W Washington St Eastbound Auxiliary Lane Modify, at River Rd | Roadway improvements on W Washington St, between River Rd and Priest Rd, realignment of the east-bound slip lane |
| South 7th Avenue between Comfort Road & Reservoir Rd. | Complete roadway connection of S 7th Ave, between Silberhorn Rd and Reservoir Rd |
| West Norman St Extension to 7th Ave | Complete road connection on W Norman St, between 7th Ave & W terminus |
| W Brownfield Rd Realignment | Realign Brownfield Rd, between 3rd Ave & Sequim Ave, install bike lanes, sidewalk, curb and gutter |
| City wide Pavement Rehabilitation, Neighborhood & Local | Annual program for repair, overlay, or reconstruction of pavement of non-arterial, non-collector City streets. |
| W Sequim Bay Rd Shoreline Revetment Repair | Reconstruction of the rock revetment supporting West Sequim Bay Rd |
| N Brown Rd Pavement Preserve, E Washington St to E Fir St | Pavement preservation as well as construction of curb-bulbs with rain graders for stormwater treatment and infiltration, ADA accessible curb ramps and driveways, and bike lanes. |
| 7th Ave & W Washington St Intersection Improvements | Install 2 stage turn queue for east-bound and north-bound bikes, curb extensions on north-east and south-east corners at Washington & 7th; Replace signal cabinets & equipment at Washington St and N Priest Rd, 7th Ave, & Lee Chatfield Ave.; Replace signal cabinets & equipment at 5th Ave and Hendrickson Rd and Fir St |
| Silberhorn & 7th Ave Intersection Improvement | This project aims to make intersection improvements including sidewalk, curb ramps, aligned lanes, and intersection traffic control. |
| E Fir St Rehabilitation, N Sequim Ave to N Brown Rd | Full depth road restoration of E Fir St, from N Sequim Ave to Blake Ave |
| W Sequim Bay Rd repair from Marina to SE City Limits | W Sequim Bay Rd repair from Marina to eastern SE City limits |

| | |
|---|---|
| E WA St Intersection Improvements at WA and Blake | Intersection improvements at E Washington St and Blake Ave |
| E WA St Intersection Improvements at WA and Brown Rd | Intersection Improvements at E Washington St & Brown Rd |
| Hendrickson Rd extension between N Brown Rd and Sequim Ave, intersection improvements | Complete roadway connection of Hendrickson Rd, between Sequim Ave & Brown Rd |
| N Brown Rd improvements between E Fir St & Hendrickson Rd | Improvements on N Brown Rd between E Fir St and Hendrickson Rd |
| Port Williams Rd improvement between Valley Farm Ct & N Brown Rd | Expand roadway of Port Williams Rd and install pedestrian facilities between Sequim Ave & Brown Rd |
| Construct N 9th Ave between W Fir St & W Hendrickson St | Complete roadway connection of N 9th Ave, between Fir St & Hendrickson Rd |
| City wide Pavement Rehabilitation, Arterial, Collectors | Annual program for repair, overlay, or reconstruction of pavement of arterial and collector streets. |
| Mini Roundabouts | 4 roundabouts on 2nd Ave between Hammond St & Washington St and 4 roundabouts on Maple St between Sunnyside & 4th Ave |
| Washington St Access Management | Access management & center medians between River Rd & 5th Ave; Access management and center medians between Brown & West Sequim Bay Rd |
| Traffic Signal at Prairie St & Sequim Ave | Install traffic signal at Prairie St & Sequim Ave |
| US101 & Whitefeather Intersection | Safety/operational improvements at the intersection of US101 & Whitefeather Way & Palo Alto |
| Traffic Singal at Fir & N Sequim Ave | Intersection improvements at Fir St & Sequim Ave |
| Happy Valley Rd to Simdars Frontage Road Connection | Install new roadway to connect Happy Valley Rd to Simdars |
| US101 ramps & S Sequim Ave Roundabouts | Install roundabouts at US101 ramp intersections |
| US101 & Simdars Rd intersection improvements | Insall improvements to the US101 and Simdars Rd Interchange, construct west-bound On-Ramp and east-bound Off-Ramp, install roundabout at Washington St & Simdars |
| E Washington Place Connection, Blake Ave to Rhodefer Rd | Complete roadway connection on E Washington Place, between Blake Ave & Rhodefer Rd |
| Carrie Blake Park ODT Realignment | Realign ODT segment within Carrie Blake Park |
| S 5th Ave Extension (McCurdy to Driveway) | Construct half-roadway on S 5th Ave, between McCurdy Rd & driveway |

**Active Transportation**

Sequim regularly funds the design, right-of-way acquisition, and construction of active transportation facilities. The City also seeks grant funding and partnerships with other agencies, private developers, and volunteer organizations as other resources to fund nonmotorized investments. The TMP identified a set of high-priority Active Transportation projects, which are included in Exhibit CFP-12.

The intent of these projects is to address the highest-priority needs within the City's transportation network related to safe walking, bicycling, rolling, and also access to and from transit. They also address the Level of Traffic Stress (LTS), a metric used to evaluate the quality and degree of comfort for pedestrian and bicycle facilities to determine improvements. It is important to note that the recommended projects are focused on potential improvements to City owned streets.

### State Facilities

There are projects outside of Sequim's purview that will also affect travel in and around the city. WSDOT oversees planning and operations of US-101, a Highway of Statewide Significance (HSS) and Sequim's major east-west corridor. The City coordinates with WSDOT and provides input on potential roadway projects on US-101, but the State ultimately has control of this corridor. However, as part of the transportation planning that occurred in 2025, the City has identified a series of improvements along US-101 to improve safety and active transportation mobility. These improvements are important and critical to the US-101 corridor.

### Developer-Funded Roadways

New roadways and roadway improvements may require development by developers to implement connectivity through the city consistent with Sequim Municipal Code Street Design Standards 17.32, Development Standards SMC Title 17 and 18 and Sequim Engineering Standards. The City also requires an evaluation of transportation concurrency for development projects. The concurrency evaluation is intended to identify project impacts that will cause City facilities to operate below the City's level of service. To resolve such a deficiency, the applicant can propose to fund and/or construct improvements to provide an adequate level of service standard.  Finally, some of the transportation improvements identified in Exhibit CFP-12 have been identified as being fully or partially funded by development.  These developer-funded projects are identified in the TMP, included in the Comprehensive Plan as Appendix B-2

### Transportation Demand Management Strategies

In those situations, where it is not physically possible, economically viable, or socially desirable to meet forecast growth by adding new capacity (e.g., new lanes) in the same location where the demand appears, an alternative strategy is to divert or manage the forecasted traffic growth by re-directing to other facilities or provide transportation systems

that encourage and support other transportation modes such as public transit and non-motorized paths, trails, and bike lanes.

Collectively, such strategies are described as Transportation Demand Management (TDM). The central goal of TDM is to reduce the demand instead of increasing the supply. TDM strategies the City will explore may include:

- Pedestrian and Bicycle Network Improvements
- Ride Share Programs
- Transit Oriented Development (TOD)
- Parking Management

**Capital Facilities Plan & 6-Year Transportation Improvement Program Coordination**

The CFP Transportation section contains all major capacity and safety improvements that have been identified as necessary in the 2045 planning horizon As additional projects are identified, or projects are completed, the CFP Transportation section will be updated through the regular Comprehensive Plan amendment process. As identified in the 2026 Transportation Master Plan, the projects identified will likely cost approximately $62 million over the 20-year planning period.

All projects that are potentially eligible for federal transportation funding and most sources of funding from Washington State must be included on the 6-year TIP that is submitted to the Washington State Department of Transportation each year. The CIP contains those projects from the TIP for which funding has been secured or is anticipated with reasonable assurance.

Pavement restoration projects are not listed individually in the CFP but are kept on lists maintained by the Public Works Department and reviewed annually during the 6-year TIP and annual budget process. Similarly, minor street maintenance and restoration projects, as well as minor bicycle facilities installation and pedestrian improvements not connected to a larger plan of improvement or development, are not included in the CFP if construction costs are generally less than $100,000 and will be programmed through annual budget process.

**Transportation Facilities Funding Strategy**

Funding for the 2045 Transportation Facilities improvements will be through a combination of public and private financing. Primary funding sources include the City's Transportation Benefit District tax, federal and state grants, other state and local agency assistance, property tax revenue, general obligation bonds, developer impact fees and developer improvements.

Specific unit costs for sidewalks, turn lanes, bike lanes, roadway widening and new roadways were developed and applied to the lengths of various improvements required. Preliminary intersection costs were determined by applying planning level unit costs for various intersection improvements. Specific unit costs for signalization, roundabout construction, re-channelization, realignment, and two-way and all-way stop-control were developed and

applied to the various intersection locations. The City anticipates contributing $50 million through taxes, grants, impact fees and City revenues over the 2045 planning period for the improvements identified, shown in Exhibit CFP-13.

**Exhibit CFP-13 Transportation Funding Sources**

| Source | Revenue |
|---|---|
| Grant | $30,000,000 |
| Transportation Benefit District | $17,000,000 |
| Transportation Impact Fee | $3,000,000 |

Funding for transportation improvements will also come from private funding through improvements paid for by developers. Frontage improvements on City streets will be required for all new development and therefore are not identified in the facility improvement tables. New streets and street connectivity for new residential development in the underdeveloped areas of the City will be improved by private developers at the time of project construction. Additional transportation improvements may also be identified through the SEPA impact analysis, and mitigation may be required on a project-by-project basis.

The City of Sequim must provide public funding for anticipated transportation improvements. Funding from the City budget must be included in the variety of funding sources already identified. It is vital that the process is established to review, prioritize and fund the City's capital projects through the 6-year TIP, and that the City Council continue to review annually the revenue identified for transportation capital improvements.

## 10. PARKS SYSTEM

The City of Sequim Public Works Parks Division manages parks, open space and recreation facilities to serve the Sequim community and surrounding region. The City adopted the 2022 Parks and Open Space Plan (PMP) to guide park policy, land acquisition, and strategic guidance for the City's parks and open space system.

The City of Sequim owns 13 parks ranging in size from .03 acres to over 42.98 acres. These parks are classified into six categories based on their characteristics and recreational offerings. Collectively, they provide a range of outdoor recreation facilities, including playgrounds, picnic areas, athletic facilities, ponds, an event space/amphitheater, walking/hiking trails, restrooms, off-leash dog park, gardens, and natural open spaces.

- *Community Parks* serve broader purposes than neighborhood parks and are intended to accommodate community-wide active recreation, passive uses, and natural areas. They also function as nodes in the city-wide pathway system. Facilities may include playing fields, softball and baseball diamonds, playground equipment, courts and other athletic facilities. Passive recreation opportunities such as picnicking, benches, walking may also be provided where a natural setting also exists. Because of the

amenities they provide, community parks typically require more support facilities such as parking and restrooms. Community parks may also serve nearby local neighborhood parks and can be connected to schools or other community facilities. Sequim has four community parks totaling 110.61 acres. This includes the wastewater utility's Re-use Water Demonstration Site, a 28.59-acre site connected to Carrie Blake Park. Its primary function is educating and demonstrating the sustainable practice of reusing wastewater through community sports field, demonstration gardens, and walking paths.

- *Neighborhood Parks* are the basic unit of the park system and serve as recreational and social gathering spaces for residents within a half-mile of the park. They are intended to be geographically distributed throughout the community and typically range from 0.3 to 7.65 acres in size. Neighborhood parks provide informal active and passive recreation, and generally include amenities such as paved pathways, picnic tables, benches, play equipment, multiuse open fields, sport courts or multi-purpose paved areas, and landscaping. Sequim has four neighborhood parks totaling 8.38 acres.
- *Commercial Parks and Plazas* are small passive areas designed primarily to improve and maintain urban environmental quality. They provide rest and relaxation areas and provide aesthetic improvements in developed areas. No intensive recreation facilities are provided at these sites; however, landscaping, benches, tables, etc. are typically provided. In addition, areas of protection from the elements through screening, plantings and covered areas should be provided. These areas sometimes contain small green spaces that serve pedestrians in downtown shopping areas and are typically situated within a ¼-mile of a commercial area. Instead of providing outstretching grassy space or playground equipment for children to play, Commercial parks and plazas provide a place to take a quick breather while walking through downtown, an area to host public events or simply a place to sit and wait for the next bus. Sequim has 5 commercial parks totaling 4.37 acres.
- *Natural Areas* are undeveloped lands retained in a primarily natural condition with only minimal improvements for recreation. These open spaces are typically owned or managed by a governmental agency. Natural areas may provide trail corridors and offer low-impact or passive activities such as walking or nature observation where appropriate. Sequim has one natural area totaling 1.08 acres.
- *Pathways and Bikeways* provide opportunities for walking and bicycling within an urban setting and, where possible, connect to other recreational areas, scenic vistas, historic points of interest, or waterfront access. These routes are typically designed as a portion of a statewide or local trail system. Sequim has four parks with paths and trails totaling 7.00 miles.

| **Exhibit CFP-14 Parks and Open Space Inventory** | | | |
|---|---|---|---|
| **Name** | **Acres** | **Park Classification** | **Existing amenities** |

| | | | |
|---|---|---|---|
| Centennial Place | 0.19 | Commercial Park | Picnic table |
| Civic Center Plaza | 0.34 | Commercial Park | Event Space |
| Heritage Park | 0.05 | Commercial Park | Walking/Hiking Trail |
| Pioneer Memorial Park | 3.76 | Commercial Park | Parking, Gardens |
| Seal Street Park | 0.03 | Commercial Park | Bench |
| Carrie Blake Park | 22.43 | Community Park | Restrooms, Parking, Walking/Hiking Trail, Picnic Shelter, Playground, Skatepark, Pickleball Courts, Baseball Field, Basketball Courts, Dog Park |
| Re-use Water Demonstration Site | 28.59 | Community Park | Restrooms, Parking, Amphitheatre, Walking/Hiking Trail, Picnic Shelter, Soccer Field, Reflecting Pond, Gardens |
| Keeler Memorial Park | 42.98 | Community Park | Undeveloped |
| Ruth C McCord Memorial Park | 16.61 | Community Park | Undeveloped |
| Gebhardt Zwicker Park | 1.08 | Natural Area | Walking/Hiking Trail |
| Gerhardt Park | 7.65 | Neighborhood Park | Walking/Hiking Trail |
| June Robinson Memorial Park | 0.30 | Neighborhood Park | Parking, Picnic table, Gardens |
| Margaret Kirner Park | 0.43 | Neighborhood Park | Parking, Picnic Shelter, Playground |
| **Total** | **124.44** | | |

**Demand and Need Analysis**

The need for park and recreation land is commonly estimated using acreage to population ratios, such as 10 acres of parkland per 1,000 population or 3 acres of athletic fields per 1,000 residents. The ratio method is relatively simple to compute and allows easy comparison with other agency standards. These ratios can be used to establish Level of Service (LOS) standards for park and recreation facilities in Sequim.

The Planned LOS (PLOS) standards as established in the PMP are as follows:

| | |
|---|---|
| Community Park | 7.50 acres per 1,000 population |
| Neighborhood Park | 1.25 acres per 1,000 population |
| Commercial Park & Plaza | 0.25 acres per 1,000 population |
| Park Trails | 0.25 miles per 1,000 population |
| Overall Citywide LOS | 9.00 acres per 1,000 population |

These planned LOS standards can be applied to Sequim's 2020 population (8,024) and projected year 2045 population (10,983, reflecting the 2,959 new population allocation) to determine current parkland shortfalls and future park needs by classification. Exhibit CFP-15 shows existing park acreages, levels of service and projected needs. In addition, it compares the existing parkland inventory of 124.44 acres to the future need by the year 2045, reflecting a deficit of 5.35 acres of neighborhood parks.

**Exhibit CFP-15 Park Acreages, Level of Service and Projected Need**

| Park Type | Existing Acres | 2025 Existing Level of Service, Acres per 1,000 population | Planned Level of Service (PLOS) | 2045 Acreage Need Based on PLOS | 2045 Park Acreage Needs |
|---|---|---|---|---|---|
| Community Parks | 110.62 | 13.79 ac/1000 | 7.50 ac/1000 | 82.37 | |
| Neighborhood Parks | 8.38 | 1.04 ac/1000 | 1.25 ac/1000 | 13.73 | 5.35 |
| Commercial Parks & Plazas | 4.36 | 0.54 ac/1000 | 0.25 ac/1000 | 2.75 | |
| Natural Areas | 1.08 | 0.13 ac/1000 | None established in PMP | | |
| Total | 124.44 | | 9.00 ac/1000 | 98.85 | |
| Trails (miles) | 7.00 miles | 0.87 miles/1000 | 0.25 miles/1000 | 2.75 | |

### 2025-2045 Park System Acquisition and Improvements

The City has identified several specific needs to support growth of the park system based on Demands and Needs analysis, the PMP goals and policies, public input, and budget priorities. Common themes include improving existing park infrastructure and play equipment, expanding recreational opportunities, and acquiring new land for neighborhood parks.

The following identifies parkland improvement, recreation development and trail development, and land acquisition for the 2045 planning period.

| **Exhibit CFP-16 Sequim Parks Improvement Plan** | |
|---|---|
| **Parks System** | |
| **Land Acquisition** | **Capital Improvement** |
| City Wide Park Land, Trail, Riparian Acquisition | Secure property or ROW for future neighborhood park, park improvements/development in accordance with City's Comprehensive Plan and Park Master Plan. |
| **Park Development** | **Capital Improvement** |
| Playground Equipment Upgrade - Margaret Kirner | Replacement of playground equipment with a universally accessible inclusive playground design with ADA compliant fall surfaces at Margaret Kirner Park |
| McCord Park Master Plan | Develop master plan for Ruth C McCord Memorial Park to designate the use of the space and maximize its public value |
| Pickleball Court Resurfacing | Resurfacing pickleball courts in Carrie Blake Park |
| Keeler Park Pedestrian Boardwalk Development | Non-motorized route in Keeler Park. The route will be identified through a park master planning process. |
| Carrie Blake Park Tennis Courts Development | Construct tennis courts |
| Reuse Demo Parking Lot Rehabilitation | Pave the parking area and widen the access at N Rhodefer Rd to allow two-way traffic to enter and exit from the parking area. |
| Carrie Blake Park Vehicular Circle Development | Extend existing roadway that runs along the park south boundary east to North Rhodefer Road. Add a traffic circle at the park entrance and a new park access roadway that extends north between the softball fields and restroom building |

| | |
|---|---|
| Carrie Blake Park Skate/BMX Track Development | Upgrade Carrie Blake Park Skate Park component and construction a BMX track |
| Pioneer Park Parking Loop Construction | Create a paved parking loop in Pioneer Park |
| Re-use Water Demonstration site Restroom with Plaza | Construct Plaza to include site furnishings and picnic shelter at the Reuse Water Demonstration site. |
| Splash Pad | Add a splash pad to expand recreational opportunities |
| Centennial Place Construction | Develop Centennial Place Park at the intersection of Washington St and Sequim Ave. |
| Playground Equipment Upgrade - Carrie Blake Park | Replacement of playground equipment with a universally accessible inclusive playground design with ADA compliant fall surfaces at Carrie Blake Park |

### Park Facilities Funding Strategy

Funding for park projects comes from a variety of sources, real estate excise tax (REET), park impact fees, federal and state grants, and in-kind donations. Park projects placed on the 6-year CIP have received a funding commitment, typically a combination of grant funding and impact fees.

The following summarizes funding sources available to implement Park Acquisition and Improvement projects:

- Impact Fees. The Sequim City Council adopted an ordinance imposing park impact fees on new development under the GMA, as authorized by RCW 82.02, consistent with identified Level of Service standards. This fee ensures new development pays a proportionate share of park and open space costs within the city.
- Grants. State and Federal agencies, along with private corporations, offer grant programs for outdoor recreation and conservation. Available funding varies from year to year and typically requires funds to be used for specific purposes. Grants are highly competitive, and most require local matching funds.
- Donations. Landowners may donate property or a portion of their property's purchase to preserve local land for parks.
- General Fund. Money from the General Fund may also be used to fund Park Projects when those projects are prioritized over others and there is excess fund balance to support them.

## 11. POLICE SERVICE

The Sequim Police Department is charged with a variety of duties relating to the protection and safety of the community. This mandate is carried out through the enforcement of criminal and traffic laws, the investigation of criminal activities and the arrest of offenders, and by ordinance, emergency management and preparation. The Department coordinates investigations and law enforcement operations with other jurisdictions and agencies.

### Current Personnel/Equipment

The Sequim Police Department consists of one chief, one deputy chief, 5 sergeants, 12 commissioned officers, 2 detectives, 1 school resource office, 1 code compliance officer, 1 support services supervisor, 3 administrative specialists, and 1 emergency management coordinator. Operations include patrol and 911 response, training, crime prevention, crisis response, K-9 unit, and investigation.

The department's administrative support offers weapons permitting and transfers, fingerprinting, records retrieval, incident reports, vacation check requests, evidence and property management, and public records requests.

The department is also supported by volunteers, who provide hundreds of volunteer hours to the city each year. Services include several security watch programs, search and rescue services, child car seat safety program, and chaplain services.

The Police Department is supported by thirty-four police vehicles, two box vans, three trailers, and one armored vehicle.

### Department Services/Activities

Some of the services and activities performed by the Sequim Police Department are summarized below in Exhibit CFP-17:

**Exhibit CFP-17 Police Department Activities**

| Indicator | 2023 | 2024 | 2025 |
|---|---|---|---|
| Number of Case Reports | 1117 | 1021 | 1105 |
| Number of Traffic Infraction Issued | 545 | 64 | 271 |
| Number of Traffic Stops | 1067 | 1149 | 2629 |
| Number of Calls for Service | 11,196 | 11,394 | 13,316 |
| Number of MVC | 259 | 311 | 316 |
| Number of DUI | 15 | 9 | 17 |

### Detention and Correction

The City of Sequim contracts with Clallam County to provide most incarceration services Clallam County has a 120-bed correction facility and a 104-bed juvenile facility.

### Level of Service Analysis

The Police Department's LOS is associated with police protection, operations, and support services. The service standard is to have facilities and equipment sufficient to meet the demand for police services. As the City continues to grow, the demand for police services also grows. Recent crime trends show an increased need for investigations of crimes which occurred in Sequim but require travel for case investigation and resolution. Increased patrols, officers, and detectives may be necessary in the future as these demands continue.

### Capital Facilities Needs

There is no future capital facility needs that are identified. Replacement and maintenance of the City's police patrol equipment is through the City's general budget and not considered capital projects.

## 12. SOLID WASTE

State law (RCW 70A.205) requires counties and cities to plan an integrated solid waste management system. Components of an integrated solid waste management program include:

- System planning, administration and enforcement
- Collection, transfer and disposal of solid waste
- Collection and processing of recyclables
- Moderate risk waste transfer and collection programs

Clallam County Public Works is the lead planning agency for solid waste management in Clallam County. The Comprehensive Solid Waste Management Plan (CWSMP) specifies management actions for a detailed 5-year and general 20-year period. The plan is developed jointly with the County's cities and the Clallam County Solid Waste Advisory Committee. The current CWSMP update will be completed in 2027.

### Current Services/Facilities

The City of Sequim currently relies on contracts with public and private entities to provide collection, transfer, processing or disposal of solid waste and recycling. This includes residential and commercial solid waste collection services to approximately 3,241 residential and commercial utility customers within the city limits. Residential services include weekly and bi-weekly pickup of containers ranging in size from 35 to 96 gallons. Commercial services also offer dumpsters ranging in size from 2 to 30 yards with frequency of pickup subject to the property or business owner's disposal needs.

Recycling services include bi-weekly curbside collection of recyclables and yard waste, and commercial cardboard collection. It also includes publicly accessible drop boxes for drop-off glass recycling.

The City has an Interlocal Agreement with the City of Port Angeles and Clallam County for transfer and disposal of solid waste brought by the City's contracted hauler or self-hauled by city residents to two transfer stations operated by the City of Port Angeles. Curbside collection of solid waste is transported to the Regional Transfer Station (RTS) located in Port Angeles, where it is consolidated and exported to an out-of-area landfill. Exhibit CFP-18 depicts the amount of solid waste delivered to the RTS in recent years from Sequim collections.

| Exhibit CFP-18 City of Sequim Solid Waste Delivered to Regional Transfer Station | | | | | |
|---|---|---|---|---|---|
| | 2021 | 2022 | 2023 | 2024 | 2025 |
| Tons of Solid Waste Delivered to RTS | 7,287 | 6,984 | 6,722 | 7,136 | 6,826 |

The City anticipates the amount of solid waste delivered to the RTS or self-hauled to the Blue Mountain Transfer Station may continue to rise as its population and retail base grows. RTS serves as the transfer and disposal system for numerous jurisdictions in Clallam County. Municipal solid waste is transported to regional landfills in Eastern Washington or Oregon.

The public transfer stations operated by the City of Port Angeles also provide collection and disposal programs for used oil, antifreeze and Moderate Risk (hazardous) Waste.

Clallam County Health and Human Services Department is responsible for solid waste enforcement.

### Level of Service

The City of Sequim has established a Level of Service to provide collection, transfer, and disposal of solid waste to maintain public health and sanitation. Service is compulsory within city limits.

Sequim is designated as an urban area in the Comprehensive Solid Waste Management Plan based on criteria including access to markets for recyclable material. State law (RCW 70A.205.045 (7)(b)(i)) requires that recyclables be collected from homes and apartments in urban areas (although exceptions to this requirement can be granted based on viable alternatives and other criteria). The City's contract for solid waste collection provides curbside residential recycling as a service included in the customer's monthly service charge rate.

Other services provided to solid waste customers in the City of Sequim include yard waste and bulky waste collection are available for an additional fee.

### 2045 Solid Waste Facilities Needs

Long-term needs at regional facilities are funded through rates charged for collection and disposal services and grants or loans. The City of Port Angeles' annual Capital Facilities Plan identifies capital equipment needs of the Regional Transfer System and incorporates the 6-year schedule of capital needs into rate analyses. Procedures for rate changes are described in the contracts and agreements the City holds with private and public entities and reviewed by the Washington State Utilities and Transportation Commission.

## 13. GOVERNMENT FACILITIES

The City of Sequim's government facilities include government administrative offices, maintenance facilities, police station, and park structures.

**Existing Facilities/Buildings**

- Civic Center. The existing Civic Center is located at 152 W Cedar Street in downtown Sequim. The structure is two floors, 35,000 sf, and has a net metered solar array. The Civic Center houses the Executive, Finance, Legal, Human Resources, Communications and Marketing, Information Technology, Community and Economic Development, Public Works, and Police departments. The building includes several offices, conference rooms, and the City Council chambers.
- Administrative Office Building. The Administrative Office Building is located at 226 N Sequim Ave. This facility is 36,900 sf and consists of offices and storage.
- Public Works City Shop. The existing shop is located at 169 W Hemlock Street. The complex includes one 8,196 sf maintenance facility, a 1,090 sf storage building, a 3,600 sf truck shop, and a greenhouse building. All three buildings function as work-space for the Public Works staff as well as a storage facility for tools and equipment.
- Water Reclamation Facility. The Water Reclamation Facility is located at 247 Schmuck Road. The plant was originally constructed in 1966 as a wastewater treatment facility. In 1997-1998, the existing secondary wastewater treatment plant was converted to a water reclamation facility, adding chemical coagulation, filtration and high-level disinfection using ultraviolet light. These upgrades resulted in a treatment plant capable of meeting Class A reclaimed water standards as defined by the Department of Health (Washington State Water Reclamation and Reuse Standards, Department of Health and Department of Ecology, 1997). The facility also produces Class A biosolids utilizing an FKC Pasteurization/Lime Stabilization process constructed in 2003. Additional process and capacity upgrades were completed in 2010.
- Guy Cole Event Center Hall. The Guy Cole Event Center Hall is located in Carrie Blake Park, at 144 N Blake Avenue. It is 5,000 sf facility with a full commercial kitchen. The seated occupancy load with tables is 335, chairs only occupancy is 775. The facility is available for the public to rent, with or without the kitchen. This building also serves as the secondary Emergency Coordination Center.
- James Center for Performing Arts. The James Center for Performing Arts is a concert shell for outdoor events and is located within the Water Reuse Demonstration Site, at 500 N Blake Avenue. It serves as a core venue for many performances by local and regional performance groups.
- Swisher Hall. Swisher Hall is a practice room connected to the James Center for Performing Arts, located within the Water Reuse Demonstration Stie, at 500 N Blake Avenue. It's 3,757 sf space was designed to accommodate up to 75 musicians and includes bathrooms and an instrument storage area.
- Re-use Center Building. The Re-use Center Building is located at 500 N Blake Avenue. The facility is 1,580 sf and consists of bathrooms and a storage room.
- Sequim Avenue Restroom. The Sequim Avenue Restroom is located at 144 N Sequim Avenue. The facility is 610 sf and consists of bathrooms and a storage room.

- Carrie Blake Park Bathroom. The Carrie Blake Park Bathroom is located at 144 N Blake Avenue. This facility is 830 sf and consists of bathrooms and a storage room.
- Gerhardt Park House. The Gerhardt Park House is located at 1610 S Third Avenue. It is a 1,680 sf 3 bedroom, 2 bath house with attached 2-car garage. It was constructed in 1975 and gifted to the City in 2013. The house is currently used as a short-term transitional rental facility for new City staff.

### 2044 Government Building Facilities Needs

Public Works Maintenance Facility (City Shop). The city plans to expand the operations and maintenance facility with a new and more suitable campus at the existing location of 169 W Hemlock Street. The campus will include a fuel station consisting of both diesel and gasoline tanks to provide fuel storage and reserves during emergency events. Covered storage for vehicles, equipment and material stockpile areas will be included. This project has been programmed as a phased approach and will be represented in the City's 6-year CIP as funds become available.

### Government Buildings Funding Strategy

Funding for design and construction of a new Public Works Facility has yet to be determined however available funding sources include general fund, utility reserves, REET, Public Safety Tax, and external sources.

## 14. FIRE PROTECTION AND EMERGENCY MEDICAL SERVICES

Fire protection and emergency medical services within the City of Sequim are provided by Clallam County Fire District No. 3 (CCFD3). The Fire District serves Sequim and surrounding unincorporated areas of Clallam and Jefferson counties across approximately 142 square miles and an estimated population of 40,000. In 2025, the Fire District responded to 9,824 requests for service (an increase of 7 percent from 2024), of which 82 percent were EMS-related, approximately 2 percent were fire-related and remaining calls being service or good intent calls.

### Existing Facilities

CCFD3 operates from six fire stations, with three staffed 24 hours per day by career personnel supplemented by volunteers and three staffed by on-call volunteers.
Located within the city limits of Sequim is Station 34, located at 323 North Sequim Avenue, functions as the District's headquarters station and a primary emergency response facility for the City of Sequim. The station includes administrative space, training space, emergency communications capability, and living quarters for on-duty personnel. The station is staffed 24 hours/7 days with six on-duty including a Battalion chief and supported by on-call volunteers. Apparatus assigned to Station 34 include Medic 34, Medic 34A, Rescue 34, Engine 34, Ladder 34, Tender 34, and Brush 34 during wildfire season.

**Level of Service – Response Time**

Emergency response time is a key level of service measure for fire and EMS. It reflects the ability of emergency personnel to arrive and begin mitigation efforts in time-critical incidents, including cardiac arrest and structure fire events. Response time is influenced by travel time from the nearest station and by unit availability at the time of dispatch.

The District identifies an emergency response time target of 8-12 minutes or less. As the city grows, maintaining these service levels will require continued evaluation of station location, staffing, and emergency response capacity.

**Service Needs and Response Coverage**

The District's 2025–2035 Capital Improvement Plan concludes that the current station network provides general coverage but also identifies exposure gaps and facility deficiencies that affect long-term service delivery. The CIP identifies a need for additional fire service capacity on the east and southeast side of Sequim city limits. A future station near Simdars Road and Highway 101 is identified as a strategic location to improve response overlap and reduce reliance on Station 34 for eastern service demand.

**Projected Capital Facilities and Improvement Needs**

The District's 2025–2035 Capital Improvement Plan identifies both funded and unfunded projects intended to maintain service reliability, replace aging infrastructure, and improve response coverage for the District. The CIP identifies a future approximately 7,500-square-foot south/east Sequim fire station to serve growth areas on the east side of the city and surrounding service area.

**Exhibit CFP-19 2025-2035 Clallam County Fire District #3 Capital Improvements within city limits**

| Description | Status | 2026 Cost | 2030 Cost | 2035 Cost |
|---|---|---|---|---|
| Phase 1:<br>Acquire land S/E Sequim | When identified and authorized | $195,000 to $687,000 | | |
| Phase 2:<br>Construct new 7,500 sq ft neighborhood station | When authorized | $7,677,500 | $9,328,325 | $11,358,839 |

*Source: CCFD3 2025-2035 Capital Improvement Plan*

**Apparatus and Operational Support**

In addition to station facilities, the Fire District maintains an Apparatus Replacement Fund to support ongoing fleet replacement. The current apparatus replacement plan, approved in October 2024, assumes an average annual investment of $500,000 from levy proceeds through 2029. Planned and recent replacements include frontline engines, brush apparatus, ambulances, tenders, and support vehicles. Recent apparatus replacements assigned to

Station 34 include Engine 34, Brush 34, Tender 34, and Aid 34A. Future replacement needs include Rescue 34 or a lighter rescue alternative.

The Fire District has also identified Locution station alerting for its three career stations as an operational improvement intended to reduce unnecessary disruption to firefighter rest cycles in a system handling roughly 9,200 calls annually.

**Funding Strategy**

Clallam County Fire District No. 3's 2025–2035 Capital Improvement Plan identifies several revenue sources and financing tools that may be used to support fire capital needs. The Fire District currently uses Fire and EMS levy revenues to fund ongoing replacement of fleet and capital-threshold equipment, including annual contributions to its Apparatus Replacement Fund. The CIP notes that while levies may be used for capital purchases, those revenues are needed first to support day-to-day operations, including personnel, services, supplies, and asset maintenance.

For larger capital projects, the Fire District identifies voter-approved general obligation bonds, commission-approved general obligation bonds, and private financing loans as available financing tools.

The CIP also identifies development impact fees as a potential funding source for a portion of growth-related capital costs, subject to adoption by the applicable land use agency and the legal constraints that govern impact fee programs in Washington.

Additional supplemental sources include tax increment financing mitigation, benefit assessment districts, and grants, donations, and partnerships. The CIP notes that the Fire District has previously qualified for U.S. Department of Agriculture rural capital improvement grants and has a history of partnership-based fire station development, including cooperation with the Jamestown S'Klallam Tribe. Major station replacement, relocation, and expansion projects will likely require a combination of ongoing levy support, bond financing, grants, and other supplemental funding sources.

## 15. SCHOOLS

The Sequim School district provides public education and operates two elementary schools, two alternative learning experience schools, one middle school and one high school that serves the city and surrounding area.

**Enrollment Projections**

Enrollment projections across the school district are trending downward. It is anticipated that enrollment in the Sequim School District will drop by approximately 60 students in 2026-2027

and reduce by another 50 students in 2027-2028. It is feasible, given the diminishing birth rates in Clallam County, that District enrollment will continue to fall at lesser rate beyond the 2028-2029 school years.

**Future Capital Facilities Needs**

In 2023, the Sequim School District completed the State-mandated process of evaluating the condition of school district properties. These assessments are the basis by which the school district and the community define priorities, make facility replacement/renovation decisions, and determine long-rang safety and performance standards for the school system's infrastructure. As part of the 2023 evaluations, the School District's Long-Range Facilities Planning Group reviewed the existing conditions of the schools and determined that a capital bond was needed to fund the School District's immediate facility and infrastructure replacement needs.

Educational Programs & Operations (EP&O) Levy

In February 2025, Sequim School District voters approved a four-year $36.2 million replacement Educational Programs and Operations (EP&O) Levy. The levy provides local funding for educational programs and services that are not fully funded by the State of Washington, including athletics, music, student technology, transportation, counselors, nurses, special education services, and additional instructional staff. The levy also supports ongoing maintenance of existing school facilities and helps sustain the level of educational services expected by the community.

2025 School Construction Bond

Voters also approved a 20-year, $145.95 million construction bond to address the long-term capital facility needs. The funding enables replacement of Helen Haller Elementary School, replacement of much of Sequim High School, security improvements across the District, modernization of athletic facilities, replacement of the transportation facilities, new bus circulation, parking, student drop-off areas, HVAC and cafeteria at Greywolf Elementary. These investments are intended to modernize aging school facilities, improve campus safety, and provide educational facilities that support a modern and constantly evolving learning environment for students.