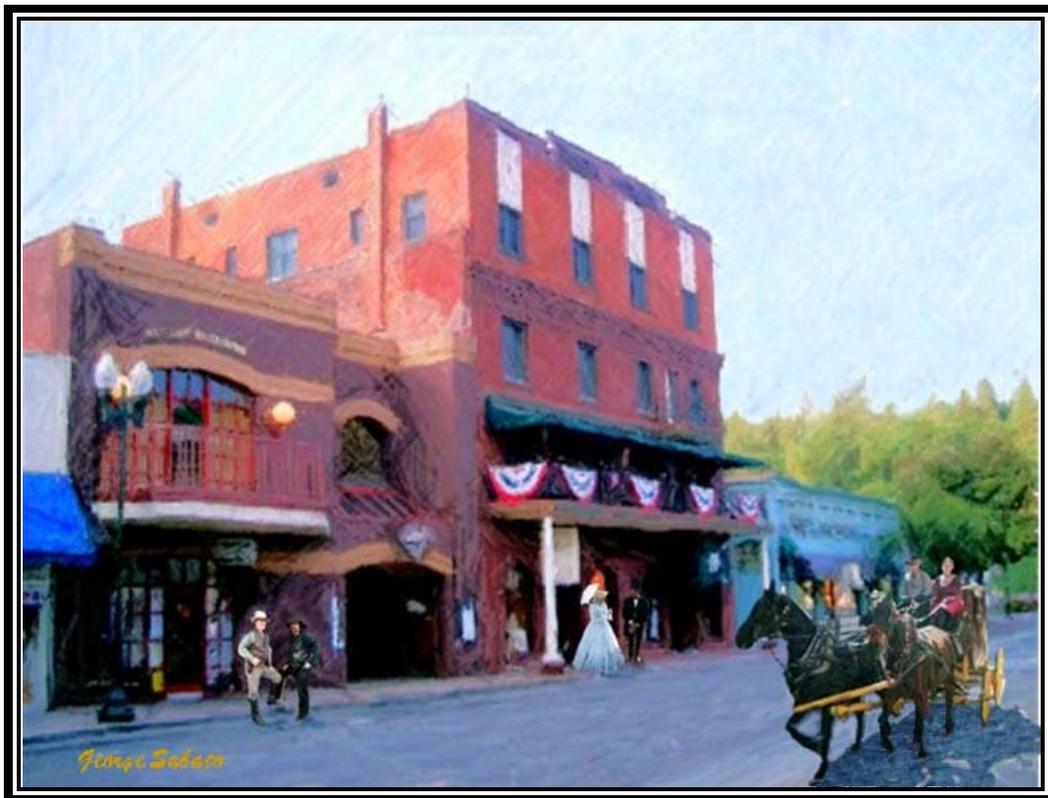


CITY OF PLACERVILLE

PROPOSED CAPITAL IMPROVEMENT PROGRAM BUDGET 2006/2007



Historic Cary House Hotel
Placerville, California

CAPITAL IMPROVEMENT PROGRAM POLICY

Each year the City faces the challenge of meeting infrastructure and equipment needs with limited financial resources. The Capital Improvement Program Budget is designed to address the large financial investment that is required to maintain and expand public facilities and infrastructure. Ongoing service delivery can be assured only if adequate consideration is given to capital needs including capital asset replacement. If the City were to fail to maintain its capital assets, facilities and infrastructure will deteriorate until costly, constant maintenance is required, service levels are threatened, and community growth stagnates or even declines.

- In contrast to the Operating Budget, the Capital Improvement Program is a multi-year planning document. With respect to capital projects, it sets our goals for the next five years within what we believe to be realistic revenue projections.
- Capital assets are defined as a new or rehabilitated physical asset that is nonrecurring, has a useful life of more than three to five years, and is expensive to purchase. Capital projects are undertaken to acquire a capital asset. Examples of capital projects include construction of public facilities, major street improvements, and the acquisition of large pieces of equipment.
- Each project, shown within this document, indicates the potential funding sources based upon a number of restrictions that are common to local government revenue sources. As an example, we can build roads with gas tax funds and development impact funds, but not with park development funds.
- The funding strategy for the capital improvement program is to use all available restricted funds before general capital improvement funds. This maintains the City's flexibility to fund priority projects without regard to the source of revenues.
- Because of limited resources, the City's strategy during the last several years has been to contribute any carry-over from the prior year's operating budget to the General Capital Improvements Fund. This is the only true source of unrestricted capital improvement funds within the City. With the backlog of street and building maintenance projects, the City's goal is to some day allocate a percentage of sales tax revenues to be used only for capital improvements. This will assure long-term financial health of the City.
- Available along with the CIP is a cash flow analysis for the current year's projects described herein.
- The first year projects described herein are funded by action of the Council in accordance with the Cash flow Analysis, minimizing the use of the unrestricted General Capital Improvements Fund. Later years are not funded and, in most cases, if operating budget carry-overs are not achieved these projects will not be funded in future years.

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EQUIPMENT REPLACEMENT PROGRAM POLICY

In previous fiscal years, the City has budgeted for equipment replacement on a pay-as-you-go basis. The City has not previously employed an equipment replacement reserve funding mechanism. Often times, there are insufficient funds to purchase much needed equipment. During both the operating and capital improvement budget preparation, the Budget Team, through a competitive process, prioritizes identified equipment purchase and replacement needs. The available funding ultimately determines how many priorities are met each fiscal year. Staff recognizes the need for better planning and funding mechanisms.

- To initiate the development of a funding mechanism for routine equipment replacement, a detailed financial analysis was performed and for each piece of the City's equipment. Reserve values were determined based upon a number of factors.
- Special consideration was given to those factors that affect the equipment replacement reserve valuation decisions, but that do not lend themselves to a numerical cost analysis. For example, when determined the validity of planning for the replacement of certain equipment, the alternative of renting each piece is considered. Availability of rental equipment is one factor that is difficult to value. Renting occasionally needed equipment works and offers flexibility, however this is a cost factor with coordinating the rental and the risks associated with finding a vendor who has the equipment when needed. This presents a problem when emergency repairs are needed.
- To evaluate the economics of implementing the equipment replacement program, staff performed analysis to develop an hourly cost rate for existing and desired equipment. The variables in this analysis strongly depended on how many hours the equipment is expected to be in use, and how well it has been maintained to extend its service life.
- Other components of calculating an hourly rate for each piece of equipment includes depreciation, maintenance and operation costs, repair, finance interest, insurances and salvage value. While public agencies do not use depreciation for the purpose of tax deductions, depreciation is key to estimating the useful life. Provided the equipment is well maintained, the expected useful life may be exceeded. In these cases, the component for the depreciable costs is dropped from the hourly rate. Repair costs may not occur for several years. And then one year a substantial repair may be needed. The hourly rate includes a factor for the repair cost reserve.
- Finally, in order to determine an aggregate hourly rate for each piece of equipment, each cost component reviewed as a function of use and or a function of time. Equipment maintenance, operation and repair costs are a function of use, while insurance and finance interest are a function of time.

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2006/2007 CAPITAL IMPROVEMENT PROGRAM PROJECTS

Police Station Laminate Flooring / Interior Painting (CIP #40701)

DESCRIPTION:

The public safety building flooring and walls typically both take a tremendous beating from the officers and other staff returning from the field. The myriad of duties conducted by all personnel cause staff to inflict significant wear and tear on the flooring and walls within the building. Historically, the flooring within the public safety building has been commercial grade carpeting. The carpeting has been replaced several times since the building was constructed in about 1977.

The proposal would be to replace all carpeting with laminate flooring in all hallways, the squad room, the men's locker room and dispatch. Also included in this proposal would be to paint most interior walls to improve the appearance and presentation of the facility. This would be a stopgap measure to provide acceptable areas for staff and the public until the future of the public safety building can be finally determined.

The cost projection for painting is approximately \$3,000 and is based on a commercial private contractor conducting the work. Some of this cost projection for painting could be mitigated and reduced if City maintenance staff were available to do the interior painting.

COST SUMMARY:

Construction	\$19,000
Architecture/Engineering	
Environmental Document	
Right-of-Way Acquisition	
Inspection/Testing	
Subtotal	<u>19,000</u>
Contingency	<u>3,800</u>
Total Estimate	<u>\$22,800</u>

POTENTIAL FUNDING SOURCES:

General Capital Improvement Fund	\$22,800
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IMPACT ON ANNUAL MAINTENANCE AND OPERATION COSTS:

It is anticipated that new laminate flooring would hold up well to the heavy traffic of the office providing for enhanced value to the facility for future consideration. Introduction of this flooring could have some cost savings due to reduced need for commercial carpet cleaning within the facility.

ALTERNATIVES:

1. Expand this flooring project to additional areas of the public safety building.
2. Do nothing with any of the flooring or wall surfaces in anticipation of the new public safety building project.

Canal Street Drainage Repair (CIP #40702)

DESCRIPTION:

There is an existing drainage channel that runs about 50' parallel to the west of Canal Street. This drainage channel is connected to drainage lines coming from the high school and other surrounding areas. One of the drainage lines runs across 949 Simas Way. This line currently is problematic, and Staff has attempted to make temporary repairs, but it has been determined that the existing line is in need of replacement. Complicating matters, the existing line current alignment crosses under the garage structure for the property.

Review of potential solutions call for the pipeline to be intercepted in Canal Street at an existing drainage inlet and follow downhill to 637 Canal Street, where the alignment will follow the driveway to an existing drainage inlet located at a low point. This new alignment will be secured in a new easement and will remove it from being under any structures.

Engineering and Construction cost are higher than expected. Additionally, further inspection and analysis of the existing system call for repairs that are more extensive than originally anticipated. Additionally, it has been determined that the existing system is undersized and will require eventual replacement. This repair will only address the immediate issue at 949 Simas Way.

COST SUMMARY:

Construction	\$	135,000
Architecture/Engineering		38,950
Right of Way		2,500
Construction Administration, Observation & Materials Testing		<u>4,000</u>
Subtotal		180,450
Project Management		9,550
Contingency		<u>27,000</u>
Total Estimate	\$	<u>217,000</u>

PROPOSED FUNDING SOURCES:

Gas Tax	\$	157,000
General Liability Fund	\$	60,000

IMPACT ON ANNUAL MAINTENANCE AND OPERATION COSTS:

This project will correct a current maintenance deficiency, thus reducing the amount of time that is required to respond to issues related to this drainage line.

ALTERNATIVES:

There is no practical alternative to this matter as it is correcting a current maintenance deficiency. Further delay could lead to potential damages to the property, and/or a complete failure of the drainage system, which would require a repair under emergency conditions.

Geographic Information System (GIS), Phase II (CIP #40703)

DESCRIPTION:

The initial phase of GIS was begun last year. The contract for this work was to establish City Right-of-Way and all parcels that are located in the City. Additionally, this was lined up with our existing topography and, land use, and aerial mapping. The results are currently being verified, and the product should be available to the public later this summer.

At this time, we can start to incorporate information that was collected during the preparation of the Sewer and Water Master Plans. Information collected for the Storm Water Management Plan will be added as it becomes available. Also, Staff can participate in opportunities to update the topography and aerial mapping. Additional items will include securing software and equipment to make the information more accessible to Staff and the public.

The information compiled in this process is essential to the financial reporting mandates imposed by the Government Accounting Standards Board Statement Number 34 (GASB 34).

COST SUMMARY:

Architecture/Engineering	\$ 50,000
Project Management	<u>10,000</u>
Total Estimate	<u>\$ 60,000</u>

PROPOSED FUNDING SOURCES:

Sewer Enterprise Fund	\$ 25,000
Water Enterprise Fund	\$ 25,000
Gas Tax	\$ 10,000

IMPACT ON ANNUAL MAINTENANCE AND OPERATION COSTS:

With this information digitized and soon to be available through computer databases, the City will experience a marked increase in staff efficiency and reduced response time to public inquires. This system will not only speed up our response to the public, but will also allow the public access to much of our data that is currently inaccessible due to storage and the inability of Staff to find the needed document.

ALTERNATIVES:

Staff recommends no alternatives to this program.

Placerville Drive Pavement Repairs (CIP #40704)

DESCRIPTION:

The existing pavement on Placerville Drive was placed in late 1996. While it is in good condition and holding up well over time, it is in need of maintenance. The purpose of this maintenance is to protect our investment and extend the life of the current pavement. This would involve crack sealing, repairing localized pavement failures and utility boxes, and placing thin slurry overlay the entire length of Placerville Drive.

This work is considered periodic work that should take place on a schedule of every seven to ten years. Keeping up with this maintenance extends the pavement life allowing for the City to keep major rehabilitation of the pavement limited to every twenty to forty years.. If this maintenance is not performed, the pavement suffers further distress and damage until it reaches a point of failure, thus requiring a major rehabilitation.

COST SUMMARY:

Construction	\$	270,000
Architecture/Engineering		8,000
Construction Administration, Observation & Materials Testing		<u>19,000</u>
Subtotal		297,000
Contingency		<u>45,000</u>
Total Estimate	\$	<u>342,000</u>

PROPOSED FUNDING SOURCES:

Gas Tax Fund	\$	307,000
General CIP Fund (Home Depot Road Impact Reimbursement)	\$	35,000

IMPACT ON ANNUAL MAINTENANCE AND OPERATION COSTS:

This project will correct a current maintenance deficiency, thus reducing the amount of time that is required to respond to issues related to pavement repair.

ALTERNATIVES:

Do nothing. Unfortunately, pavement if not maintained starts to suffer significant damage from wear and water intrusion into the subbase. If this happens, the amount of patch paving will increase and the ride quality of the roadway will suffer. Repair of the roadway after failure could significantly be much higher in cost, thus greatly increasing the pavement life cost over time.

Western Placerville Drive Interchange (CIP #40705)

DESCRIPTION:

At a regular City Council Meeting in November 2005, City Council unanimously selected Alternative D, Placerville Drive Roundabout with the Ray Lawyer Connection, and certified the Environment Impact Report for the Western Placerville Interchange Project. This provide specific direction to Staff as to how to proceed with the next stage of the project, which is to prepare the Plans, Specifications and Estimate, (PS&E), which will provide the documentation needed to construct the project as approved.

Staff will request proposals from area design firms to prepare the PS&E. Upon receipt of the proposals, Staff will select the firm that represents the best qualifications for this type of project with a blend of freeway and bridge structure experience and additional background and understanding of roundabout construction and operations. It is anticipated that design will begin in fall 2006 and take approximately two years.

Based on the design as it progresses, Staff will begin to secure the Right-of-Way that will be required for future construction of this project.

COST SUMMARY:

Architecture/Engineering	\$ 2,400,000
Right-of-Way Acquisition	800,000
Admin Inspection/Testing	<u>200,000</u>
Total Estimate	<u>\$ 3,400,000</u>

POTENTIAL FUNDING SOURCES:

Federal Allocation	\$ 1,000,000
SAFET-LU Earmark	<u>2,400,000</u>
Total Funding Sources	<u>\$ 3,400,000</u>

IMPACT ON ANNUAL MAINTENANCE AND OPERATION COSTS:

While there is no impact to maintenance and operation cost, there will be a benefit to the Community by this project improving roadway and interchange level of service.

ALTERNATIVES:

Stage the project to design improvements at Ray Lawyer Drive or Placerville Drive only. Savings in design would be minimal, but more substantial for right of way and construction cost..

Annual Street Stripe (CIP #40706)

DESCRIPTION:

This annual program places renews the existing stripes on approximately one quarter of the City's streets. This program needs to continue on an annual basis due to the traffic safety implications of having the pavement markings fade. The condition of faded stripes can lead to various negative consequences for the traveling public and increase liability for the City. For this reason, staff recommends that the Annual Street Striping Program occur regularly and continuously this year and into the future.

COST SUMMARY:

Construction	\$	12,000
Construction Administration, Observation & Materials Testing		<u>1,000</u>
Subtotal		<u>13,000</u>
Project Management		<u>2,000</u>
Total Estimate	\$	<u>15,000</u>

PROPOSED FUNDING SOURCES:

Gas Tax Fund	\$	15,000
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IMPACT ON ANNUAL MAINTENANCE AND OPERATION COSTS:

The Street Striping Program is conducted under contract. For this reason, there is no impact on maintenance and operation costs. The impact of not doing this program correctly and continuously is the increased liability that the City is exposed to by virtue of having faded pavement markings.

ALTERNATIVES:

Staff does not believe that there are any viable alternatives to the program we have presented.

N.P.D.E.S. Storm Water Permit Implementation (CIP #40707)

DESCRIPTION:

In California, federal storm water regulations for jurisdictions that size of Placerville are governed through the General National Pollution Discharge Elimination System (NPDES) Permit for storm water discharge from small municipal storm systems. The goal of this permit is to protect water quality that can be impacted by the public, municipal activities, and development of property. To achieve compliance with this permit, the City prepared a Storm Water Management Plan (SWMP) to provide direction on how to coordinate efforts by City Staff to ensure compliance with the NPDES Permit requirements.

Now that the SWMP has been prepared, approved by Council, and accepted by the State Water Resources Control Board (SWRCB), Staff needs to begin implementing the plan. These identified efforts required over the next couple of years include;

- Educate the Public
- Establishment of an annual employee training program
- Revise the City Code for SWMP compliance and to provide for penalties for violators.
- Procure appropriate Best Management Practices (BMP) training and education materials.
- Establish a creek clean up program.
- Prepare a Pollution Prevention and Response Plan.
- Locate and map all storm drainage outfalls within the City of Placerville.
- Revise and adopt new City Standards for compliance with the NPDES and SWMP BMP requirements.
- Prepare a Storm Water Management for the Corporation Yard.
- Conduct construction site inspections and plan review for proper BMP application.
- Summarize all activities via an Annual Report due in September.

Upon establishment of the program, there will be an on-going effort by Staff to provide direction to Developers and City Staff, and to provide for the proper record keeping and report requirements.

COST SUMMARY:

Architecture/Engineering	\$	50,000
Project Management		<u>10,000</u>
Total Estimate	\$	<u>60,000</u>

PROPOSED FUNDING SOURCES:

Gas Tax	\$	60,000
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IMPACT ON ANNUAL MAINTENANCE AND OPERATION COSTS:

As this program is implemented, it will help reduce the cost for maintenance as the amount of sediment discharge is controlled and the City will have a better understanding of its storm drainage system, but this will be offset by high record keeping and education cost.

ALTERNATIVES:

Staff recommends no alternatives, as this is essential in order to implement federally mandated programs that will be administered by the state.

Placerville Station II, Phase I (CIP #40708)

DESCRIPTION:

Placerville Station II is proposed as a multi-story, mixed use parking garage immediately adjacent to the existing Placerville Station Park and Bus facility. The facility will contain approximately 150 parking stalls and 5,000 sq ft of commercial space. The City currently holds an option to purchase the property from EID for \$211,000, and Phase I of this project would consist of:

1. Exercise option to purchase property
2. Rough grade and gravel to develop interim overflow parking area
3. Retain consultant team to design multi-level parking garage with mixed-use commercial space and 150 +/- parking spaces.

COST SUMMARY:

Construction	\$	730,000
Architecture/Engineering		80,000
Environmental Document		20,000
Right-of-Way Acquisition		215,000
Admin Inspection/Testing		<u>40,000</u>
Subtotal		<u>1,085,000</u>
Contingency		<u>215,000</u>
Total Estimate	\$	<u>1,300,000</u>

POTENTIAL FUNDING SOURCES:

AQMD Grant	\$	300,000
Federal Appropriation	\$	1,000,000

IMPACT ON ANNUAL MAINTENANCE AND OPERATION COSTS:

Increase parking lot maintenance costs.

ALTERNATIVES:

Proceed only with property acquisition and rough grading at this time for \$300,000.

City Facility Backflow Prevention Device Installation Program (CIP #40709)

DESCRIPTION:

State law and City Ordinance Code require that commercial and public buildings have reduced pressure backflow prevention devices installed at the water service point. Approximately six existing City facilities currently require the installation of these devices.

COST SUMMARY:

Construction	\$	20,000
Architecture/Engineering		2,000
Environmental Document		
Right-of-Way Acquisition		
Inspection/Testing		<u>1,000</u>
Subtotal		23,000
Contingency		<u>2,300</u>
Total Estimate	\$	<u>25,300</u>

POTENTIAL FUNDING SOURCES:

Water Enterprise Fund	\$	25,300
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IMPACT ON ANNUAL MAINTENANCE AND OPERATION COSTS:

Annual testing of these facilities will be required at a nominal cost.

ALTERNATIVES:

There is no alternative; these devices are required by State law.

Sanitary Sewer Master Plan (CIP #40710)

DESCRIPTION:

1. Phase I of this Master Plan Study consisted of calculating the design capacity of the City Trunk System to determine if adequate capacity to meet anticipated future demands was available.
2. Phase II of this program will include a comprehensive condition assessment of the existing system; will determine the physical location of all the City's facilities, and incorporate them into our GIS map; and determine which facilities are the highest priority for repair or replacement.

COST SUMMARY:

Construction	
Architecture/Engineering	\$ 200,000
Environmental Document	
Right-of-Way Acquisition	
Admin Inspection/Testing	
Subtotal	<u>200,000</u>
Contingency	
Total Estimate	<u>\$ 200,000</u>

POTENTIAL FUNDING SOURCES:

Sewer Enterprise Fund	\$ 200,000
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IMPACT ON ANNUAL MAINTENANCE AND OPERATION COSTS:

No short-term impact on M & O.

Long-term impact is lower M & O costs, greater system dependability, and greater customer service

ALTERNATIVES:

Do nothing and continue to react to system failures and increasing M & O costs. Risk being out of compliance with State and Federal Regulations, with the increasing potential to be subject to heavy fines for sewer spills and water-quality violations. Risk heavy fines.

Update of Design Manual (CIP #40711)

DESCRIPTION:

The City's Engineering Design manual for streets and underground utilities is in great need of being updated to reflect changes in design and construction practices, materials technology, and community expectations. In addition, we would like to make the City's design manual as consistent with the El Dorado County and EID design manuals as possible. This will provide consistency and reliability in the design and construction standards expected of engineers and contractors doing work within any jurisdiction within El Dorado County. Attempts have been made in the past to do this work on a fill in basis, with absolutely no success. El Dorado County Department of Transportation has begun the process of updating their design and improvements standards, and it would be appropriate at this time to coordinate efforts with DOT to create a Design Manual that closely matches the County's.

COST SUMMARY:

Architecture/Engineering	\$20,000
Environmental Document	
Right-of-Way Acquisition	
Inspection/Testing	
Total Estimate	<u>\$20,000</u>

POTENTIAL FUNDING SOURCES:

Gas Tax	\$6,666
Sewer Enterprise Fund	\$6,667
Water Enterprise Fund	\$6,667

IMPACT ON ANNUAL MAINTENANCE AND OPERATION COSTS:

Improved standards will result in higher quality design and construction, resulting in better infrastructure at lower cost and fewer maintenance problems.

Sidewalk Repair Identification and Implementation (CIP #40712)

DESCRIPTION:

This project would establish a program for the comprehensive inspection of all the existing sidewalks within the City of Placerville, identifying those areas of sidewalk that require maintenance or repair, then contacting the record property owners to advise them of the necessity to perform this work. Those items that would typically require some form of attention would be:

- Excessive sidewalk cracking and deterioration such that chunks of sidewalk could actually be removed resulting in a tripping hazard.
- Sidewalk heaving due to differential ground settlement, or the growth of adjacent trees, such that a tripping hazard exists.
- Excessive vegetation growth adjacent to the sidewalk, either weeds or landscape plants, such that it blocks the ability for pedestrians to comfortably pass through the area.

A component of this program would include an education program utilizing notices in the newspaper, and flyers incorporated into the utility bills advising residents of the need to maintain their sidewalks, and also letting them know if they clear vegetation from their sidewalks in conjunction with the City's fall leaf pickup program that City crews would be available to haul away the clippings provided they were properly bagged.

One goal of this program is to identify areas where numerous property owners can join together to cause several sidewalk repairs to be done under one contract for increased efficiencies and economies of scale. City staff would explore the possibility of establishing some form of revolving loan fund to assist those low income residents in their ability to pay for sidewalk repairs.

COST SUMMARY:

Consultant	\$ 0
Architecture/Engineering	0
Environmental Document	<u>0</u>
Subtotal	<u>0</u>
Project Management	20,000
Contingency	<u>0</u>
Total Estimate	<u>\$20,000</u>

POTENTIAL FUNDING SOURCES:

TDA Article 3 \$20,000

IMPACT ON ANNUAL MAINTENANCE AND OPERATION COSTS:

None

ALTERNATIVES:

None

Street Maintenance Management Plan (CIP #40713)

This capital program would be initiated in conjunction with the work that the El Dorado County Transportation Commission will be performing on behalf of the City to produce a comprehensive pavement management plan. This management plan will provide the information to our maintenance staff that will allow them to better prioritize and focus their efforts in the maintenance of the City's street system. With the incorporation of a new pavement patching machine, together with the other pavement maintenance tools at our Department's disposal, an enhanced level of effort towards the maintenance of our street system should be possible.

COST SUMMARY:

Consultant	\$ 0
Architecture/Engineering	0
Environmental Document	<u>0</u>
Subtotal	<u>0</u>
Project Management	\$ 5,000
Contingency	<u>0</u>
Total Estimate	<u>\$5,000</u>

POTENTIAL FUNDING SOURCES:

Gas Tax Fund	\$5,000
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IMPACT ON ANNUAL MAINTENANCE AND OPERATION COSTS:

None

ALTERNATIVES:

None

Storm Drain Improvements (CIP #40714)

Numerous components of the City storm drain system have suffered through the years due to lack of effective maintenance. Both natural and man-made channels have become overgrown with vegetation and clogged with debris to the point where they no longer have the capacity to effectively convey storm runoff through the city. This capital project would allow City staff to complement our workforce by hiring local contractors on a force account basis to assist in the clean out and maintenance of several of our key storm drainage channels to maximize their available capacity in the event of a major storm.

COST SUMMARY:

Consultant	\$20,000
Architecture/Engineering	0
Environmental Document	<u>0</u>
Subtotal	<u>20,000</u>
Project Management	5,000
Contingency	<u>5,000</u>
Total Estimate	<u>\$30,000</u>

POTENTIAL FUNDING SOURCES:

Storm Drainage Fund	\$30,000
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IMPACT ON ANNUAL MAINTENANCE AND OPERATION COSTS:

None

ALTERNATIVES:

None

Placerville Drive Business District Special Planning Project (CIP #40715)

DESCRIPTION:

Over the past decade, there have been several attempts to prepare a “Specific Plan” for the Placerville Drive Business District. These attempts were unsuccessful due to a number of reasons, such as limited City staff and funding resources, the lack of an organized group of business/property owners committed to develop a Plan, and general skepticism. It now appears that none of the aforementioned conditions exist and that there is a group of citizens, business and property owners committed to developing a “Plan” or “Vision” for the Placerville Drive Business District. In order to maintain the momentum and interest, it is highly recommended that a consultant with expertise in the area of planning and community visioning be assigned to this task. The consultant would be responsible for project outreach scoping, coordination and conducting meetings and plan development.

COST SUMMARY:

Consultant	\$ 50,000
Contingency	<u>10,000</u>
Total Estimate	<u>\$ 60,000</u>

POTENTIAL FUNDING SOURCES:

General Capital Improvement Fund	\$ 60,000
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IMPACT ON ANNUAL MAINTENANCE AND OPERATION COSTS:

None

ALTERNATIVES:

In light of current workload demands, no alternatives are recommended at this time.

Hangtown Creek Master Plan – Completion (CIP #40716)

DESCRIPTION:

Approximately 5 years ago, the City Council authorized a volunteer committee to prepare a Master Plan for Hangtown Creek. The Plan is approximately 80% complete, however in order to finalize the Plan, it is recommended that the coordination and associated tasks for its completion require outsource of services. These services would include project management, coordination of committee meetings, public hearings, and quality control.

COST SUMMARY:

Consultant	\$ 8,000
Architecture/Engineering	0
Environmental Document	<u>0</u>
Subtotal	<u>8,000</u>
Contingency	<u>2,000</u>
Total Estimate	<u>\$ 10,000</u>

POTENTIAL FUNDING SOURCES:

General Capital Improvement Fund	\$ 10,000
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IMPACT ON ANNUAL MAINTENANCE AND OPERATION COSTS:

Project implementation may improve the City's ability to maintain Hangtown Creek as a flood channel.

ALTERNATIVES:

In light of current workload demands, no alternatives are recommended at this time.

Safety Fencing at Aquatics Complex (CIP #40717)

DESCRIPTION:

This project will complete the safety fencing at the Aquatics Complex. One hundred and thirty feet of iron Pickett fence and twenty feet of chain link fence with two walk through gates will enclose the south end of the Aquatics Complex. Once completed, the facility will be more safe and secure from vandalism. This project will also improve the appearance at the entrance to the facility.

COST SUMMARY:

Construction	\$ 13,000
Contingency	<u>2,600</u>
Total Estimate	<u>\$ 15,600</u>

POTENTIAL FUNDING SOURCES:

General Liability Fund	\$ 15,600
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IMPACT ON ANNUAL MAINTENANCE AND OPERATION COSTS:

There will be a slight increase in routine maintenance. Gate hardware will be inspected and serviced periodically.

ALTERNATIVES:

Cap the top of the existing retaining wall and defer the project.

Scout Hall Roof Replacement (CIP #40718)

DESCRIPTION:

This project will replace the existing composition roof covering the storage room at Scout Hall. The roof is leaking, compromising the interior walls and ceiling of the building.

COST SUMMARY:

Construction	\$ 10,000
Contingency	<u>2,000</u>
Total Estimate	<u>\$ 12,000</u>

POTENTIAL FUNDING SOURCES:

General CIP Fund	\$ 12,000
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IMPACT ON ANNUAL MAINTENANCE AND OPERATION COSTS:

This project will safeguard against further damage to the building and its contents.

ALTERNATIVES:

Remove storage portion of the building and replace with storage shed.

Gold Bug Park Fire Safe Plan (CIP #40719)

DESCRIPTION:

This project will implement the Gold Bug Park Fire Safe Plan approved by City Council on October 25, 2005. The Fire Safe Plan for Gold Bug Park is a strategy for reducing the damage and loss from wildfires by placing an emphasis on what needs to be done before a wildfire starts. The plan looks to reduce natural resource and property loss, both inside and adjacent to the park, increase firefighter safety and contribute to ecosystem health. The plan is a cooperative effort with the Councils wildfire specialists, El Dorado County Fire Protection District and the City of Placerville. The scope of the project will address the following: 1.) Fuel treatment along roads, trails, structures and mature trees, 2.) Construction of shaded fuel reductions zones, 3.) Construction of a fuel break, 4.) Ignition prevention, and 5.) Fuel treatment maintenance.

COST SUMMARY:

Construction	\$ 50,000
Construction Administration, Observation	<u>2,500</u>
Subtotal	<u>52,500</u>
Project Management	5,000
Contingency	<u>10,000</u>
Total Estimate	<u>\$ 67,500</u>

POTENTIAL FUNDING SOURCES:

FEMA Grant	\$ 67,500
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**Actuarial Study for Post-Employment Health Insurance Benefits
(GASB 43 & 45) (CIP #40720)**

DESCRIPTION:

Like many local government agencies, Placerville accounts for its post-employment health benefits for City retirees on the pay-as-you-go basis which is the actual cost of providing health benefits to participating retirees in any given year. Government Accounting Standards Board (GASB) Statements 43 and 45 require that government agencies begin pre-funding employer contributions to a trust account for post employment benefits based on an actuarial report. The City must establish a trust account, begin contributing an amortized amount of contributions, and report its liability in the year-end financial statements by Fiscal Year 2008/2009.

The first step in becoming compliant with GASB 43 and 45, is for the City to contract with an outside actuary to perform a study to determine the City's overall liability and the annual contribution rate it must pay in order to maintain its retiree health insurance plan. Although, these mandates are not required until Fiscal Year 2008/2009, staff recommends that the actuarial report be done in Fiscal Year 2006/2007 so that the City can begin preparing for the budgetary impacts the required annual contribution may bring.

COST SUMMARY:

Professional Services	\$	8,000
Contingency		<u>2,000</u>
Total Estimate	\$	<u>10,000</u>

POTENTIAL FUNDING SOURCES:

General CIP Fund	\$	7,400
Water Enterprise Fund	\$	600
Sewer Enterprise Fund	\$	2,000

IMPACT ON ANNUAL MAINTENANCE AND OPERATION COSTS:

1. With everything held constant, the annual contribution, based on an actuarial study, will be greater than the pay-as-you-go amount the City is currently paying.
2. After Fiscal Year 2008/2009, the City will have to update the actuarial report periodically. The cost of updating the report will be nominal.

ALTERNATIVES:

1. Defer the actuarial study until Fiscal Year 2007/2008.
2. Defer the actuarial study until Fiscal Year 2008/2009.

Online Utility Payment Software Upgrade (CIP #40721)

DESCRIPTION:

The City launched a new website (Phase II) in April 2005 which was more user-friendly, useful, informational, interactive, and aesthetically pleasing than the old site. Since then, the new website has been expanded providing even more information to web users. In recent years the community, City Council, and staff have shown a growing interest in implementing additional enhancements to the existing website (Phase III) including e-government solutions such as the ability for rate payers to make online utility bill payments. This technology would not only be an added convenience for utility rate payers but also a way to create additional efficiency in the Finance Department.

The City's financial software company, Sungard HTE, offers a seasoned online utility payment module called "Click2Gov" which is a fully compatible program that would interface with the City's financial software, bank, and most customer banks. If implemented, Click2Gov would provide the utility customers with the following convenient features:

- Online payment with a credit card
- Recurring payments via bank drafts
- Online access of account information 24 hours a day, 7 days a week
- Account information includes account status, balance, billing history, and three-year water consumption history

The proposed project budget includes estimated costs for full implementation of Click2Gov including the software license, installation, and training. In addition to these one-time costs, there would also be an ongoing annual maintenance agreement in the amount of \$2,910.

COST SUMMARY:

Professional Services	\$	23,440
Contingency		<u>2,344</u>
Total Estimate	\$	<u>25,784</u>

POTENTIAL FUNDING SOURCES:

Water Enterprise Fund	\$	12,892
Sewer Enterprise Fund	\$	12,892

IMPACT ON ANNUAL MAINTENANCE AND OPERATION COSTS:

Once implemented, the software will reduce staff workload by lowering the number of over the counter/phone utility payments. An annual maintenance agreement in the amount \$2,910 would have to be added to the Operating Budget.

ALTERNATIVES:

1. Defer project until Fiscal Year 2007/2008.
2. Do nothing.