

CITY OF PLACERVILLE

PROPOSED CAPITAL IMPROVEMENT PROGRAM BUDGET 2005/2006



*New City Hall Conceptual Design
3101 Center Street
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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2005/2006 CAPITAL IMPROVEMENT PROJECTS

Canal Street Drainage Repair (CIP #40601)

Description:

There is an existing drainage channel that runs about 50' parallel to the west of Canal Street. This drainage channel is feed by 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, were 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.

As the existing line is currently problematic, and there is no effective long term solution, it is Staff's intent on constructing this repair during the Summer/Fall 05 in preparation for the 05/06 Winter season.

COST SUMMARY:

Construction	\$	45,000
Architecture/Engineering		5,500
Right of Way		2,500
Construction Administration, Observation & Materials Testing		<u>1,000</u>
Subtotal	\$	54,000
Project Management		5,000
Contingency		<u>9,000</u>
Total Estimate	\$	<u>68,000</u>

PROPOSED FUNDING SOURCES:

Gas Tax	\$	68,000
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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:

1. 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.

Upper Main Street Rehabilitation Project (CIP #40602)

DESCRIPTION:

This project is to rehabilitate the upper end of Main Street between Bedford Avenue and Broadway in the historic section of Placerville. The improvements contemplated are as follows:

1. Reconstruct the storm drain system and associated drop inlets, manholes, junction structures etc. as necessary within the limits of the project
2. Cold plane the existing asphalt to reestablish the appropriate line and grade of the street. Underlying the existing asphalt is concrete paving that make up a portion of the historic Lincoln Highway, therefore that concrete paving is to remain intact.
3. Reconstruct deteriorated concrete curb and gutter as necessary.
4. Provide ADA compliant pedestrian facilities at all crosswalks etc.
5. Conform driveways to new curb and gutter.
6. Repair any base failure areas as necessary.
7. Place pavement fabric and repave the street
8. Sewer and Water system repairs will be made as necessary in advance of the rehabilitation project using funds from the Sewer and Water Enterprise accounts.

COST SUMMARY:

Construction	\$	880,000
Architecture/Engineering		150,000
Right of Way		0
Construction Administration, Observation & Materials Testing		<u>100,000</u>
Subtotal	\$	1,130,000
Project Management		100,000
Contingency		<u>220,000</u>
Total Estimate	\$	<u>1,450,000</u>

PROPOSED FUNDING SOURCES:

The funding source proposed for this project is Federal funding through the Regional Surface Transportation Program (RSTP). Certain regions within the State are failing to meet their obligational authority for this funding, and are at risk of losing the funding to other regions or other states. As a result, the Sacramento Area Council of Governments (SACOG) has been able to obtain these RSTP funds to make available to local jurisdictions within the SACOG region, with the provision that this funding be considered an advance against future funds that must be repaid to SACOG (for repayment to the originating region) within a three to four year timeframe. The City of Placerville has qualified for this federal funding through SACOG, which does require an 11.47% local match, resulting in the following funding breakdown:

Local funding using RSTP exchange funds from EDCTC	\$	166,000
Federal RSTP funding through SACOG		<u>1,284,000</u>
Total Funding	\$	<u>1,450,000</u>

The advance funding received through SACOG will be repaid over a three to four year period utilizing RSTP exchange revenues received from the El Dorado County Transportation Commission, and if necessary, local gas tax revenues. The anticipated repayment schedule is as follows:

City of Placerville Repayment Plan to SACOG		
Fiscal Year	Estimated Amount	Fund Source
05/06 – Local Match	\$166,000	RSTP Exchange
05/06	\$340,000	RSTP Exchange
06/07	\$315,000	RSTP Exchange/Gas Tax
07/08	\$315,000	RSTP Exchange/Gas Tax
08/09	\$314,000	RSTP Exchange/Gas Tax
	TOTAL: \$1,450,000	

IMPACT ON ANNUAL MAINTENANCE AND OPERATION COSTS:

The upper end of Main street has been overlaid a number of times, and the current state of disrepair of the roadway necessitates this rehabilitation project. The finished project will vastly improve the ride quality and overall serviceability of upper Main Street, and will significantly lower the City’s maintenance and operations costs.

ALTERNATIVES:

2. Do Nothing- This would result in the continued deterioration of the pavement surface, and the ride quality of this significant commercial arterial. Maintenance and operations costs would increase over time, as well as citizen complaints. This could also have a negative impact on this businesses located along that segment of Main Street.
3. Phase the Project over time using local funding sources- Using the above repayment schedule as a guide, the project would most likely be constructed in two or more phases, and would not be completed until 2009. Costs would increase due to the phasing, and inflation, and that segment of Main Street would be disrupted by construction for several years, whereas with the SACOG advance the project could be constructed in one year.

Pedestrian Circulation System Improvement Program (CIP #40603)

DESCRIPTION:

The City Council recently adopted a Non Motorized Transportation Plan for the City that includes a component for improved pedestrian facilities. That Plan focused primarily on gaps in the existing system of sidewalks within the City, and recommended that improvements be constructed to close those gaps. This project is to expand upon the work that was done in the NMTP, and develop an improvement program that will generally consist of the following:

1. Refine the identification of areas where sidewalks or pedestrian paths would be beneficial to provide opportunities for City residents to walk to and from various destinations within the city, such as schools, churches, commercial areas, parks, hospitals, transit stops, etc.
2. Identify areas in the City where existing sidewalks have deteriorated to the point where rehabilitation or replacement is necessary.
3. Develop cost estimates, and priorities for the construction of the sidewalks.
4. Develop a funding program consisting of a combination of developer fees, grants, calling in deferred frontage improvement agreements, and developer sponsored construction of facilities to cause the required improvements to be constructed.

The NMTP was prepared on the City's behalf by the staff of the El Dorado County Transportation Commission (EDCTC), and they have included a project in their Overall Work Program for FY 05/06 to assist the City in developing this program.

COST SUMMARY:

Staff cost for program development	\$	22,000
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PROPOSED FUNDING SOURCES:

TDA Article 3 (Pedestrian & Bicycle)	\$	19,500
RSTP	\$	2,000
General Liability Fund	\$	500

ALTERNATIVES:

4. Do nothing; Sidewalks will continue to be constructed in a disconnected fashion in conjunction with some larger development projects, and Deferred Frontage Improvement Agreements will be issued on small projects and single family building permits.
5. An alternative proposal would be to hire an outside consultant to produce this program at a substantially higher cost.

It may take more than one budget year, and one appropriation to complete this work, but once complete we can begin the process of developing a comprehensive network of sidewalks and pedestrian paths throughout the City.

Blair's Lane Bridge Over Hangtown Creek (CIP #40604)

DESCRIPTION:

The Blair's Lane Bridge crosses Hangtown Creek in the easterly part of the City. The bridge consists of a 16-foot wide bridge deck, which currently has a status of functionally obsolete, and is proposed to be widened to a width of 32 feet and approach roadways reconstructed to accommodate the new width. The existing bridge provides the only access to PG&E and CalTrans maintenance yards, and provisions for continued access will be required during the construction phase. Upon completion, the bridge will provide primary access to the Eskaton Subdivision which is expected to be under construction during this project.

This project shall be divided into three segments. The first segment shall consist of a preliminary engineering feasibility report to evaluate the existing bridge and its capability for rehabilitation and widening versus replacement. After approval of this report by the City of Placerville and CalTrans, the second segment will consist of preparation of plans, specifications, and cost estimate, incorporating conditions from the environmental assessment, right-of-way or easement acquisition, and project approval. The third and final segment will consist of the construction phase. The consultant will be required to perform all project management services including compliance with agency requirements, HBRR grant applications and administration, and other management or administrative services as required by the City of Placerville.

COST SUMMARY:

Construction	\$	660,000
Architecture/Engineering		260,000
Right of Way		20,000
Construction Administration, Observation & Materials Testing		<u>25,000</u>
Subtotal	\$	965,000
Project Management		135,000
Contingency		<u>165,000</u>
Total Estimate	\$	<u>1,265,000</u>

PROPOSED FUNDING SOURCES:

HBRR Program, State Funded	\$	1,012,000
Developer Obligation	\$	253,000

IMPACT ON ANNUAL MAINTENANCE AND OPERATION COSTS:

This project will reduce the annual maintenance and operation cost of the maintaining the existing bridge and/or required upgrades to the existing bridge structure.

ALTERNATIVES:

1. As this project is 100% funded by the State and Developer, there would be no alternative. Should the Developer not continue with the Eskaton project, the bridge will not be built and will remain in its current condition.

Annual Street Stripe (CIP #40605)

DESCRIPTION:

This annual program places renews the existing stripes on approximately one quarter of the City's streets. When restriping, we plan to blend the program with a combination of painted and thermoplastic traffic stripe. While thermoplastic striping is much more expensive in initial cost, there is a considerable savings in long term maintenance cost as this striping last 10 to 15 years verses only two to four years for painted stripe, thus realizing a saving in both having to restripe and the disruption of setting up traffic control.

Due to the cost of thermoplastic, and that it is our intent to perform maintenance on many of the roadways, only a small percentage of thermoplastic can be done each year. We intend on placing thermoplastic at selected location, and paint the remaining striping in other areas where the striping has faded and needs replacement. An example of this is the new Cedar Ravine Overlay and the future roadway maintenance on Placerville Drive.

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	\$	45,000
Architecture/Engineering		
Right of Way		
Construction Administration, Observation & Materials Testing		<u>1,000</u>
Subtotal	\$	46,000
Project Management		2,000
Contingency		<u>0</u>
Total Estimate	\$	<u>48,000</u>

PROPOSED FUNDING SOURCES:

Gas Tax Fund	\$	48,000
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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, other than a long term reduction in maintenance cost for roadways where we are able to place thermoplastic striping. 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.

Document Imaging System (CIP #40606)

DESCRIPTION:

Like most long established Cities, Placerville has become overwhelmed with the amount of archived paperwork it must manage on a day-to-day basis. The City continues to struggle with storing the plethora of paperwork it creates on an ongoing basis, and retrieving some documents is next to impossible.

The City desires to create a document imaging program thereby reducing the amount of existing paper documents it must store and minimize the amount of paperwork it creates in the future. The program will be operated on a daily basis by a new Archive Technician position that has been included in the 2005/2006 operating budget. The program will also require document imaging software and implementation consultation.

The Archive Technician will, on a daily basis, archive hard copy documents as well as electronic ones into the new information system and catalog them in a predetermined order. All archived documents will be available to authorized users via the City's Wide Area Network (WAN). It's anticipated the new information system will have a strong query system whereby documents can be located with ease. Once the Document Imaging Program is set into motion, staff workload will experience improved efficiency due to the ease of retrieving archived documents. In the future, public documents may be available to the general public (with limited access of course) via the City's website.

COST SUMMARY:

Construction	\$	50,000
Architecture/Engineering		
Environmental Document		
Right-of-Way Acquisition		
Inspection/Testing		
Subtotal		<u>50,000</u>
Project Management		
Contingency		<u>5,000</u>
Total Estimate	\$	<u>55,000</u>

POTENTIAL FUNDING SOURCES:

General CIP Fund	\$	55,000
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IMPACT ON ANNUAL MAINTENANCE AND OPERATION COSTS:

Once the Document Imaging Program is set into motion, staff workload will experience improved efficiency due to the ease of retrieving archived documents. We also anticipate this program to reduce or eliminate off-site storage costs in the future.

Public Safety Building/Feasibility Study (CIP #40607)

DESCRIPTION:

The Police Department currently occupies a 4600 square foot space within the public safety building that was constructed in approximately 1977. Increases in staff, including additional female employees, and expanding operations have caused a space crisis in the current facility. Evidence storage needs have exceeded capacity and the need for immediate expansion is critical. Increased liability exists with our current evidence storage situation. Now that the department has taken on the 9-1-1 dispatch/communications center, coupled with our growing needs, the expansion of the Police Department's facility is urgently needed.

In the 2000/2001 CIP, the direction received was to complete a Public Safety Building Needs Assessment/Master Plan. This by design was Phase I of the Public Safety Building project and was labeled Project #01-22. This initial project took several months to complete with the final report being presented to the City Council May 14, 2002. In summary, the report indicated that absent long-range future needs, we have the current need to be in a building of approximately 10,000 square feet. The report listed several options including expansion of the current facility, construction of a new facility on a new site or purchase and renovation of an available existing building for police use.

Since the completion of the study, staff has been exploring ways to either expand the existing facility or acquire a new facility which would be economically feasible, as well as provide not only for the current needs of the Police Department, but allow for future expansion as well. Utilizing the existing site and remodeling the current building does not produce sufficient area to meet current needs unless the existing building is completely demolished and a new building is constructed along with the acquisition of the adjacent property. The estimated cost of this alternative exceeded \$5 million in 2002 and at today's costs could very well exceed \$6 million.

As a result, staff has attempted to locate an existing building within the City which could, at a reasonable cost, meet the needs of the Department both now and in the future. The only property which staff has been able to identify as having this potential is the property known as the Grandview Building. The building is currently occupied by California Integration Coordinators, Inc., and is located at 2929 Grandview.

The building consists of two stories and contains approximately 17,000 square feet. The building is constructed into a hillside so that both stories have ground level access. The building appears to have more than adequate room for the current and future needs of the Police Department; however, prior to proceeding further, a feasibility study should be conducted with respect to the building.

The goal of the feasibility study is to evaluate the functional feasibility of using the site as a police department; identify architectural, civil, structural, mechanical and electrical upgrades required at the Grandview site; and provide an estimated construction budget in order to evaluate the economic feasibility of the site.

Staff estimates that the cost of the feasibility study would be approximately \$20,000.00. The study would consist of two phases, with the initial phase focusing on the architectural, mechanical, and electrical

and structural improvements which might be required. If the building does not pass this first phase, the second phase would not be necessary. The estimated cost of the first phase is approximately \$10,000.00.

COST SUMMARY:

Feasibility Study	\$20,000
Architecture/Engineering (5-10%)	(included)
Environmental Document	
Right-of-Way Acquisition	
Inspection/Testing (5%)	
Total Estimate	<u>\$ 20,000</u>

POTENTIAL FUNDING SOURCES:

Funding for the study would have to come from the City's General Fund and a portion of the carry-over from Fiscal Year 04/05 would be used for that purpose.

General CIP Fund	\$20,000
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ALTERNATIVES:

1. Find a new building site and construct a new building to the specifications listed in the Needs Assessment/Master Plan final report.
2. Expand the current Public Safety Building facility as best as possible to meet some of the identified current needs. This would not account for future needs.

Tot Lot Development – Lions Park (CIP #40608)

DESCRIPTION:

This project will replace the existing tot lot at Lions Park and improve access to the site. The existing tot lot was constructed by volunteers in the early 1980's. Most of the play equipment is now out of compliance with current safety standards. In addition, the play structures are made of wood material which has deteriorated and can cause injury. Lions Park is our community park and is used by more local families than any other park within the city. It is important that this project get completed.

To fund this project we have applied for a Roberti-Z'berg-Harris Competitive grant through Proposition 40. The state will notify us in July as to the success of the application. Without grant funding, the project will be deferred.

COST SUMMARY:

Construction	\$	100,000
Architecture/Engineering ([provide]%)		5,000
Environmental Document		0
Right-of-Way Acquisition		0
Inspection/Testing (5%)		<u>0</u>
Subtotal	\$	105,000
Project Management		0
Contingency (15%)		<u>15,000</u>
Total Estimate	\$	<u>120,000</u>

POTENTIAL FUNDING SOURCES:

Proposition 40 Grant Funds	\$	120,000
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IMPACT ON ANNUAL MAINTENANCE AND OPERATION COSTS:

This will have a positive impact to our existing maintenance and operations.

ALTERNATIVES:

Proceed with the project should we be awarded state funding. Defer the project should we not receive state funding.

Tunnel Street Sewer Lining (CIP #40609)

DESCRIPTION:

This project would install approximately 1,800 linear feet of sewer liner and will repair six (6) manholes in the ravine 150 feet west of Tunnel Street from Manor Drive to a point 1,800 feet to the north. The Tunnel Street sewer line was identified as a problem line as a result of the Inflow and Infiltration (I & I) Study and is need of repair. The state mandates that the city take an ongoing action to repair the sewer system, and therefore this project has become a high priority.

Further complicating the project, the water and sewer lines are located together in close proximity. This project will consist of relocating the water line to a new location and reconstructing the existing sewer in its current location.

COST SUMMARY:

Construction	\$	350,000
Architecture/Engineering		63,000
Right of Way		9,000
Construction Administration, Observation & Materials Testing		<u>3,000</u>
Subtotal	\$	425,000
Project Management		40,000
Contingency		<u>75,000</u>
Total Estimate	\$	<u>540,000</u>

PROPOSED FUNDING SOURCES:

(Deferred until a new sewer revenue program is adopted)

IMPACT ON ANNUAL MAINTENANCE AND OPERATION COSTS:

This project will reduce the annual maintenance and operation cost of the sewer system and the sewer treatment plant.

ALTERNATIVES:

2. Leave the existing sewer line as is and accept risk of fines by the state.
3. Repair portions of the sewer lines over a two or more year period of time.

WATER TREATMENT PLANT PIPELINE BYPASS PHASE II (CIP #40610)

DESCRIPTION:

The removal of the Water Treatment Plant (WTP) last year from the water distribution system with the accompanying direct connections to EID resulted in system modifications that had the overall effect of raising the operating pressure in the immediate vicinity of the WTP. The existing pipelines and valves in that vicinity are in excess of 50 years old and use obsolete materials and consequently a number of leaks have surfaced in these facilities that are more extensive than what can be practically repaired on a case-by-case basis.

Staff has determined that on an interim basis the leaking area can be isolated by capping off certain sections of pipeline. However, this has the effect of lowering the overall dependability of the system. While this is a feasible short-term solution to the immediate problem, it leaves the City's water system unnecessarily vulnerable to disruption.

This project will be the next phase of construction that will take place on side. It consist of replacing approximately two sections of City Water Main, one about 80 LF and the other approximately 200 FL, and assorted valve work to further isolate the now abandoned wet wells. Once this is completed, no further pipeline work is anticipated at the WTP. The remaining work would consist of site work for demolition of the wet wells and determination of the existing building that housed the WTP.

COST SUMMARY:

Construction	\$	65,000
Architecture/Engineering		16,000
Construction Administration, Observation & Materials Testing		<u>2,000</u>
Subtotal	\$	83,000
Project Management		14,000
Contingency		<u>13,000</u>
Total Estimate	\$	<u>110,000</u>

PROPOSED FUNDING SOURCES:

(Deferred until a new water revenue program is adopted)

IMPACT ON ANNUAL MAINTENANCE AND OPERATION COSTS:

This project will correct a current maintenance deficiency and improve the operations of the existing system, thus potentially reducing the man hours required for future water system maintenance and repair.

ALTERNATIVES:

Continue to perform short term maintenance on the system, and potentially reduce the total project into smaller individual components, but at a higher overall construction cost.

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