LETTER OF TRANSMITTAL

TO: Chris Good, City Manager	DATE: 04/03/2013
Daphne Hooper, HR Director	FROM: Shari L. Whalen, P.E.
	RE: Capital Fund Request

- This submittal package includes all General Fund Capital Equipment Expenditure requests and all General Fund Capital Improvement Project requests that are proposed to be paid from the Capital Fund, which is a special revenue fund within the General Fund. There are no salaries/benefits or operating expenditures associated with this request. This is purely a capital equipment and improvement project request through the General Fund, which includes Streets and Storm Drains, Parks, Facilities, Cemetery, and Vector within the Public Works Department. Additional funding for some Capital Improvement projects comes from RTC revenue (reflected in the Streets and Storm Drains Operating Budget) and from Grants (reflected in the Grants Budget).

Budget Summary for Facilities

Salaries and Wages		
Benefits and Taxes		
Operating Expenditures	Non-Personnel	
Capital Outlay		$339,900.00
Total Request		$339,900.00

COPY TO: _____

RECEIVED / DATE: _____

City of Fernley-Public Works Department
595 Silver Lace Blvd Fernley NV 89408
775-784-9910 fax 775-784-9966

CAPITAL FUND EXPENDITURE REQUEST FY13/14

CAPITAL IMPROVEMENT PROJECTS

300-425-730	FARM DISTRICT MULTI-USE PATH	$	10,000.00
300-425-730	CORPORATE YARD MODULAR SPACE	$	50,000.00
300-425-730	STORM DRAIN MASTER PLAN	$	20,000.00
300-425-730	LWCF IN TOWN PARK SKATE PARK IMPROVEMENTS	$	60,000.00
300-425-730	LWCF AUTUMN WINDS PARK GAZEBO	$	45,000.00
		$	**185,000.00**

EQUIPMENT OUTLAY OVER $5000

300-475-741	5 YARD DUMP WITH PLOW AND SANDER	$	60,000.00
300-475-741	TIRE MACHINE AND WHEEL BALANCER	$	3,400.00
300-475-741	SHOP VENTILATION AND SAFETY IMPROVEMENTS	$	3,000.00
300-475-741	WIDE DECK COMMERCIAL MOWER	$	55,000.00
300-475-741	TURF VACUUM	$	25,000.00
300-475-741	GRIZZLY MATERIAL SCREEN	$	8,500.00
		$	**154,900.00**

TOTAL FUND REQUEST FOR FY13/14	**$**	**339,900.00**
FUND BALANCE AS OF FEBRUARY 2013	$	958,000.00
ESTIMATED FUND BALANCE AS OF JULY 1, 2013	$	783,000.00

REGIONAL TRANSPORTATION COMMISSION FUNDING REQUEST FY2013-2014

GENERAL FUND - STREETS AND STORM DRAINS COST CENTER DETAIL

100-475-XXX	HARDIE LANE	$	415,000.00
	STRIPING AND SLURRY PROJECTS	$	150,000.00
	COMSTOCK DRAINAGE IMPROVEMENTS (DESIGN)	$	50,000.00
	PAVER UPDATES	$	45,000.00
	TOTAL RTC FUND REQUEST FY13-14	**$**	**660,000.00**
	FUND BALANCE AS OF MARCH 2013	$	1,083,091.27
	ESTIMATED RTC FUND BALANCE AS OF JULY 1, 2013	$	1,083,091.27

GRANT FUNDING FOR GENERAL FUND CAPITAL PROJECTS FY13/14

GRANT FUNDING FOR CAPITAL IMPROVEMENT PROJECTS

220-330-XXX	FARM DISTRICT MULTI-USE PATH	$	50,000.00
220-330-XXX	HARDIE LANE - CDBG	$	100,000.00
220-330-XXX	HARDIE LANE - NDOT SRTS	$	589,704.00
220-330-XXX	LWCF AUTUMN WINDS PARK GAZEBO	$	45,000.00
220-330-XXX	STORM DRAIN MASTER PLAN	$	20,000.00
220-330-XXX	LWCF IN TOWN PARK SKATE PARK IMPROVEMENTS	$	42,450.00
	TOTAL GRANT FUNDING EXPECTED FOR FY13/14	**$**	**847,154.00**

CITY OF FERNLEY
PUBLIC WORKS AND GENERAL SERVICES
FIVE YEAR CAPITAL IMPROVEMENT PLAN

GENERAL FUND CAPITAL IMPROVEMENT PLAN	FY13/14	FY14/15	FY15/16	FY16/17	FY17/18
Autumn Winds Gazebo	$90,000.00				
In Town Park Skate Park Improvements	$102,450.00				
Striping and Slurry Project	$150,000.00				
Paver Update (Roadway Condition Assessment)	$45,000.00				
Corporate Yard Modular Office Space	$50,000.00				
Storm Drain Master Plan	$40,000.00				
Farm District Multiuse Path	$60,000.00	$510,422.00			
Comstock Drainage Improvements	$50,000.00	$600,000.00			
Hardie Lane -Design and Construction	$1,104,704.00	$1,019,306.00			
Transportation Master Plan		$110,000.00			
Slurry Seal Program - Ricci Lane, Green Valley, Slate Way		$52,700.00			
Millennium Park Extension/Improvements		$55,000.00			
City Hall Security Improvement Project			$110,000.00		
Depot Restroom			$150,000.00		
City Hall Fencing Project			$35,000.00		
Cottonwood Lane Drainage Issues - Design			$75,000.00		
Winnie Lane and Andy Way Double Chip Seal			$438,000.00		
Gustafson Bridge Painting / Abutment Rehabilitation			$75,000.00		
Shadow Lane			$450,000.00		
Sage Street Drainage Improvements			$100,000.00		
Design / Construction of off-site Rodeo / Fairgrounds			$500,000.00		
6th Street / 7th Street / G Street				$1,334,000.00	
USBR Easement Project Phase 1				$100,000.00	
Out of Town Park Construction Phase 2				$500,000.00	
Lyon Drive Phase 2					$714,000.00
Palomino/Sierra/ Pioneer Courts					$321,000.00
USBR Easement Project Phase 2					$100,000.00
Bureau of Reclamation Park 1 - Phase 1 Construction (Water and Parks)					$500,000.00
Streets Total	**$1,692,154.00**	**$2,347,428.00**	**$1,933,000.00**	**$1,934,000.00**	**$1,635,000.00**

DRAFT

CAPITAL IMPROVEMENT PROJECT QUESTIONNAIRE

Project Title	Autumn Winds Park Gazebo
Department Name	Public Works
Prepared By	DWS

1. Project Description and Location:

The project will pay for the purchase and installation of a new gazebo, concrete slab, pathway, and other appurtenances associated with outdoor barbeque area. The project will be located at Autumn Winds Park.

2. Project Justification:

The recent community assessment completed for the City addressed shade and access to gazebos and rest areas as a priority to park-goers. The Autumn Winds Parks serves much of the community on the east side of the City. It currently has one gazebo that is reserved frequently. Given the location and high usage, Staff proposed the construction of an additional gazebo for the park. The construction of a gazebo and path would also eliminate turf at a park that has a high level of water usage.

3. Relationship to Other Programs:

None.

4. Relationship to City Priorities:

Strategic Plan FY11-16 Goal #3 "Preserve and maintain quality of life and enhance maintenance and reconstruction of City infrastructure."

Public Works Goals FY13/14 #3: "Improve and enhance the level of service within Parks and Streets."

5. Impact of the Proposed Project on Other City Departments:

None.

CAPITAL IMPROVEMENT PROJECT QUESTIONNAIRE

6. Estimate of the Capital Cost of the Proposed Project:

Total Cost: $90,000.00

7. Planned Sources of Funds for the Proposed Project:

A portion of the project will be paid for by a grant from the Land and Water Conservation Fund. The funds are broken down as follows:

LWCF Portion: $45,000.00
City Portion: $45,000.00

The City's portion will be paid out of capital fund.

8. Operations and Maintenance (O&M) Costs for the Projects:

The O&M costs of the improvements would be minimal and will be absorbed by operating budget.

9. Planned Sources of Funds for Operations and Maintenance Costs:

Parks operating budget.

10. Additional Comments:

None.

Signature

Date

CAPITAL IMPROVEMENT PROJECT QUESTIONNAIRE

Project Title	In Town Park Skate Park Improvements
Department Name	Public Works
Prepared By	DWS

1. Project Description and Location:

The project will expand the existing skate park located at the In Town Park. The new obstacles will be concrete prefabricated structures that are poured into the existing slab.

2. Project Justification:

The recent community assessment completed for the City addressed the skate park as a facility that was in much need of improvement and expansion. Currently the City's skate park is insufficient to meet the needs of the community. Aside from skateboarders, the park is used by inline skaters, scooters, and bikes. The area and obstacles currently in place are not challenging to more experienced users and dangerous for younger children. Staff proposes expanding the skate park to the east into the basketball area. The basketball hoops which receive moderate use will be relocated into the tennis court area and take the place of the two tennis courts that were not resurfaced in 2011 and, as such, are not receiving as much use as the other newer courts.

3. Relationship to Other Programs:

None.

4. Relationship to City Priorities:

Strategic Plan FY11-16 Goal #3 "Preserve and maintain quality of life and enhance maintenance and reconstruction of City infrastructure."

Public Works Goals FY13/14 #3: "Improve and enhance the level of service within Parks and Streets."

5. Impact of the Proposed Project on Other City Departments:

None.

CAPITAL IMPROVEMENT PROJECT QUESTIONNAIRE

6. Estimate of the Capital Cost of the Proposed Project:

Total Cost: $102,450.00

7. Planned Sources of Funds for the Proposed Project:

A portion of the project will be paid for by a grant from the Land and Water Conservation Fund. The funds are broken down as follows:

LWCF Portion: $42,450.00
City Portion: $60,000.00

The City's portion will be paid out of capital fund.

8. Operations and Maintenance (O&M) Costs for the Projects:

The O&M costs of the improvements would be minimal and will be absorbed by operating budget.

9. Planned Sources of Funds for Operations and Maintenance Costs:

Parks operating budget.

10. Additional Comments:

None.

Signature

Date

CAPITAL IMPROVEMENT PROJECT QUESTIONNAIRE

Project Title	Farm District Multi-Use Path
Department Name	Public Works
Prepared By	SLW

1. Project Description and Location:

The City was approved for grant funding to construct an additional multi-use path along NDOT corridors within the City. The path would be ten feet wide and be separated from the main roadway by at least five feet. This project will include design/ROW consultation with NDOT as it will be located inside NDOT Right of Way. The path will extend down Farm District Road from the existing multi use path that currently ends at Crimson Road (past Cottonwood Elementary School) and will extend east to Jasmine Lane. This path will be designed by consultants.

2. Project Justification:

The City of Fernley identified the biking corridor along Farm District Road in the Multi-Modal Transportation Master Plan adopted in 1999 and updated in 2006. In addition, the City Council approved the top NDOT priorities in 2011, which included "pedestrian and bike facilities along all NDOT corridors". The Community Assessment published in 2011 identified "moving around" and "sidewalks, bike and hike paths" as a top theme within the community of Fernley. The proposed multi-use path will provide a safe passage for pedestrians and bicyclists from Silverland Middle School and surrounding neighborhoods into the center of the community, including direct access to the Out of Town Park, Cottonwood Elementary and connecting walkway and bike paths to other community resources/amenities (swimming pool, library, city hall, etc.).

3. Relationship to Other Programs:

Multi-modal Transportation plan, including pathways along all NDOT corridors (some funding already secured through grant opportunities).

4. Relationship to City Priorities:

Strategic Plan FY11-16 Goal #3 "Preserve and maintain quality of life and enhance maintenance and reconstruction of City infrastructure"

Public Works Goals FY13/14 #3: "Improve and enhance the level of service within Parks and Streets"

5. Impact of the Proposed Project on Other City Departments:

NA

6. Estimate of the Capital Cost of the Proposed Project:

$570,422.00

CAPITAL IMPROVEMENT PROJECT QUESTIONNAIRE

Project Title	Farm District Multi-Use Path
Department Name	Public Works
Prepared By	SLW

7. Planned Sources of Funds for the Proposed Project:

NDOT Grant Funding (intent to award rec'd 2012): $ 50,000 – FY 13/14 Expenditure - Design $ 441,521 – FY 14/15 Expenditure - Construction **$ 491,521.00– Total**
Capital Fund 300-425-730: $10,000 – FY 13/14 Parks Capital Project Expenditure - Design $ 34,450 – FY 14/15 Parks Capital Project Expenditure - Construction **$39,450 – Total**
RTC Funds 100-475-7XX $ 34,451 – FY 14/15 RTC Expenditure - Construction **$ 39,451 – Total**

8. Operations and Maintenance (O&M) Costs for the Projects:

Less than $10,000 annually, absorbed by existing Streets/SD Operating budget

9. Planned Sources of Funds for Operations and Maintenance Costs:

Ad Valorem Taxes, Motor vehicle Fuel Tax, Regional Transportation Commission Funds

10. Additional Comments:

Signature

Date

CAPITAL IMPROVEMENT PROJECT QUESTIONNAIRE

Project Title	Striping and Slurry Project--RTC
Department Name	Public Works
Prepared By	CRB

1. Project Description and Location:

This project will slurry seal and stripe various streets throughout the City. Some streets to be striped will not be slurry sealed.

2. Project Justification:

As part of best management practices for maintenance of asphalt concrete paved roads, slurry seal is recommended to increase the pavement condition index of the road and increase the useful life of the street. The striping only portion of this project is needed to restripe and install/replace pavement markings (cross walks, turn arrows, etc.) select major collector, and minor arterial streets and high profile intersections where the work cannot be completed efficiently by City Staff and current equipment.

3. Relationship to Other Programs:

None.

4. Relationship to City Priorities:

Strategic Plan FY11-16 Goal #3 "Preserve and maintain quality of life and enhance maintenance and reconstruction of City infrastructure"

Public Works Goals FY13/14 #3: "Improve and enhance the level of service within Streets"

5. Impact of the Proposed Project on Other City Departments:

None.

6. Estimate of the Capital Cost of the Proposed Project:

$150,000

CAPITAL IMPROVEMENT PROJECT QUESTIONNAIRE

Project Title	Striping and Slurry Project--RTC
Department Name	Public Works
Prepared By	CRB

7. Planned Sources of Funds for the Proposed Project:

Regional Transportation Commission (RTC): $150,000.00

8. Operations and Maintenance (O&M) Costs for the Projects:

N/A – Maintenance Project

9. Planned Sources of Funds for Operations and Maintenance Costs:

N/A

10. Additional Comments:

Signature

Date

CAPITAL IMPROVEMENT PROJECT QUESTIONNAIRE

Project Title	Paver Updates
Department Name	Public Works
Prepared By	CRB

1. Project Description and Location:

This project will update the City's Paver Database that is used to track the Pavement Condition Index (PCI) of the streets in the City.

2. Project Justification:

The City's Paver Database has not been updated in over three years. The City needs to complete one last inspection of the condition of the streets in Fernley to obtain an accurate "PCI Curve" that will allow the City to analyze projected degradation of pavement in the City

3. Relationship to Other Programs:

Updating the Paver Database will allow the City to ensure that pavement maintenance and reconstruction projects are being applied to streets that will benefit most from the improvements based on the current and projected condition of the pavement. The updated paver will also allow the City to update its 5-Year Roadway Reconstruction Plan.

4. Relationship to City Priorities:

Strategic Plan FY11-16 Goal #3 "Preserve and maintain quality of life and enhance maintenance and reconstruction of City infrastructure"

Public Works Goals FY13/14 #3: "Improve and enhance the level of service within Streets"

5. Impact of the Proposed Project on Other City Departments:

None.

CAPITAL IMPROVEMENT PROJECT QUESTIONNAIRE

Project Title	Paver Updates
Department Name	Public Works
Prepared By	CRB

6. Estimate of the Capital Cost of the Proposed Project:

$50,000.00

7. Planned Sources of Funds for the Proposed Project:

Regional Transportation Commission (RTC):

$ 5,000	- **Current FY** Planned Expenditure
$ 45,000	- FY13/14 Expenditure
$ 50,000	**- Total**

8. Operations and Maintenance (O&M) Costs for the Projects:

None.

9. Planned Sources of Funds for Operations and Maintenance Costs:

N/A

10. Additional Comments:

This project was approved in the FY 2012/2013 budget is being started this FY, with the majority planned to be completed in FY 13/14

Signature

Date

CAPITAL IMPROVEMENT PROJECT QUESTIONNAIRE

Project Title	Corporate Yard Modular Office Space
Department Name	Public Works
Prepared By	DWS

1. Project Description and Location:

The project will pay for the purchase and installation of a modular office building at the City's corporation yard located at 355 Cottonwood Lane. The modular will be approximately 24' Wide x 56' Long and provide office space for the Streets Division and the Parks Division one bathroom.

2. Project Justification:

With the loss of the Diamond F facility, the Parks Department has no formal location for offices or equipment storage. Similarly the Streets Department does not have an office location sufficient enough for their needs. Currently the one small office inside the shop at the Corporate Yard is being shared by one Foreman and 7 operations personnel. Both the Streets Foreman and the Parks Foreman do not have a private office at the Corporate yard to handle personnel matters and professional business. A modular office building installed at the corporation yard would provide adequate office space for both departments to operate. A modular was chosen for its ease of construction and lower cost than new construction. Due to the Corporate yard being the operations hub where all required equipment and materials are stored and delivered, adequate office space for the Divisions at this facility is necessary for efficient operations.

3. Relationship to Other Programs:

None.

4. Relationship to City Priorities:

Public Works Goals FY13/14 #3: "Improve and enhance the level of service within Parks and Streets."

CAPITAL IMPROVEMENT PROJECT QUESTIONNAIRE

5. Impact of the Proposed Project on Other City Departments:

This project would provide workspace for the Streets and Parks departments. By providing adequate office space for these Divisions, it will also free up existing office space for the Water Distribution Division and the Mechanic to increase the efficiency of their operations.

6. Estimate of the Capital Cost of the Proposed Project:

Total Cost: $50,000.00

7. Planned Sources of Funds for the Proposed Project:

A portion of the project will be paid for by the Streets department. The funds are broken down as follows:

Streets Portion: $25,000.00
Parks Portion: $25,000.00

Both portions will be paid out of the capital fund.

8. Operations and Maintenance (O&M) Costs for the Projects:

The O&M costs of the improvements would be minimal (electricity, water, sewer) and will be absorbed by the respective operating budgets.

9. Planned Sources of Funds for Operations and Maintenance Costs:

Parks/Streets operating budgets.

10. Additional Comments:

Purchase of a used modular will be investigated, however preliminarily it has been determined that used units are often time in too much disrepair, or built with out of date construction standards to be a safe reliable unit. City personnel will complete as much site preparation as possible to help keep costs down.

Signature _____ Date _____

CAPITAL IMPROVEMENT PROJECT QUESTIONNAIRE

Project Title	Finalize Storm Drain Master Plan
Department Name	Public Works
Prepared By	CRB

1. Project Description and Location:

This project will update the Draft Storm Drain Master Plan that was done in January 2010. The update will incorporate comments from Bureau of Reclamation received since 2010 and include some other various updates based on current Staff's recommendations.

2. Project Justification:

This Capital project will allow the City to hire a consultant to address the issues the BOR had with the draft SDMP. The City would complete this task internally but unfortunately, it does not possess the necessary software required to revise the draft SDMP or the required staff resources to complete the work. Having a completed and BOR accepted SDMP is vital for Staff. A definitive SDMP planning document will help identify and prioritize outstanding storm drain issues and recommend broad, system-wide solutions. It will provide a framework for staff to use in order to improve the capacity and efficiency of our drainage system.

3. Relationship to Other Programs:

None.

4. Relationship to City Priorities:

Strategic Plan FY11-16 Goal #3 "Preserve and maintain quality of life and enhance maintenance and reconstruction of City infrastructure"

Public Works Goals FY13/14 #3: "Improve and enhance the level of service within Streets"

5. Impact of the Proposed Project on Other City Departments:

None.

CAPITAL IMPROVEMENT PROJECT QUESTIONNAIRE

Project Title	Finalize Storm Drain Master Plan
Department Name	Public Works
Prepared By	CRB

6. Estimate of the Capital Cost of the Proposed Project:

$30,000.00

7. Planned Sources of Funds for the Proposed Project:

Project total cost is $60,000, with $30,000 being supplied through a USBR Grant
The City's $30,000 share of the project will be funded with the Capital Fund

8. Operations and Maintenance (O&M) Costs for the Projects:

None.

9. Planned Sources of Funds for Operations and Maintenance Costs:

N/A

10. Additional Comments:

Signature

Date

CAPITAL IMPROVEMENT PROJECT QUESTIONNAIRE

Project Title	Comstock Drive Drainage Design Project
Department Name	Public Works
Prepared By	CRB

1. Project Description and Location:

Project will install storm drain infrastructure to connect the existing catch basins on Comstock Drive to an adequate outfall location for conveyance of storm water runoff. The Capital Project being proposed with this FY 2013/2014 budget will be for design of the project. Construction will be included in FY 2014/2015 budget.

2. Project Justification:

Comstock Drive currently has two catch basins that are not connected to any type of storm drain system and therefore Comstock Drive is prone to flooding. This project will increase the safety of the roadway, flooding potential and significantly reduce maintenance costs and time.

3. Relationship to Other Programs:

Work will be coordinated with storm drain work associated with Hardie Lane Reconstruction project and project will be coordinated with the Storm Drain Master Plan Updates for sizing and locations.

4. Relationship to City Priorities:

Strategic Plan FY11-16 Goal #3 "Preserve and maintain quality of life and enhance maintenance and reconstruction of City infrastructure"

Public Works Goals FY13/14 #3: "Improve and enhance the level of service within Streets"

5. Impact of the Proposed Project on Other City Departments:

None

6. Estimate of the Capital Cost of the Proposed Project:

$50,000.00

CAPITAL IMPROVEMENT PROJECT QUESTIONNAIRE

Project Title	Comstock Drive Drainage Design Project
Department Name	Public Works
Prepared By	CRB

7. Planned Sources of Funds for the Proposed Project:

Capital Fund

8. Operations and Maintenance (O&M) Costs for the Projects:

O&M Costs will be reduced from current level due to the elimination of monitoring and pumping of Comstock for all rain events. Typical O&M costs will be less than $3,000 annually, which are already in the typical Streets/SD operating budget.

9. Planned Sources of Funds for Operations and Maintenance Costs:

Ad Valorem Taxes and other taxes through Streets and Storm Drains Operating Budget.

10. Additional Comments:

Signature

Date

CAPITAL IMPROVEMENT PROJECT QUESTIONNAIRE

Project Title	Hardie Lane Reconstruction and Sewer Improvements
Department Name	Public Works
Prepared By	SLW

1. Project Description and Location:

Hardie Lane reconstruction will include curb, gutter, along both sides of the roadway, as well as drainage improvements, sewer improvements, and complete roadway reconstruction. Safety improvements within the right-of-way, including traffic calming measures, and coordination with Lyon County School District for on-site safety improvements are proposed as part of this project. The project limits are proposed to extend from Main Street south to south of Rachel Street (at the limits of the previous improvement project).

2. Project Justification:

Hardie Lane is a critical North-South connector street for the City and is used to access residential homes off of Hardie and for local elementary and intermediate school students. The street is currently in a state of disrepair with a Pavement Condition Index (PCI) of 41 or lower. This PCI ranking indicates that preventative maintenance is not appropriate for this roadway and reconstruction is the most cost effective option. Aside from the condition of the asphalt the street has numerous safety and access issues, particularly around the elementary school. The City received NDOT grant funding in 2011 and CDBG funding in 2012 for the construction of Hardie Lane from Main Street to Dianne Way. Staff recommends completing the remainder of the project, Dianne to south of Rachel Street, using a combination of Regional Transportation Commission (RTC) funds and Streets and Storm Drain Reserve Funds.

3. Relationship to Other Programs:

City of Fernley Safe Routes to School Plan, adopted in 2011

4. Relationship to City Priorities:

Strategic Plan FY11-16 Goal #3 "Preserve and maintain quality of life and enhance maintenance and reconstruction of City infrastructure"

Public Works Goals FY13/14 #3: "Improve and enhance the level of service within Streets"

5. Impact of the Proposed Project on Other City Departments:

NA

6. Estimate of the Capital Cost of the Proposed Project:

$2,124,010.80

CAPITAL IMPROVEMENT PROJECT QUESTIONNAIRE

Project Title Hardie Lane Reconstruction and Sewer Improvements
Department Name Public Works
Prepared By SLW

7. Planned Sources of Funds for the Proposed Project:

NDOT grant funding (Project Application, supplement with RTC and SSD Reserve Funds if not awarded): $1,070,164.00 – **PENDING Grant - NOT Included in below #'s**
NDOT grant funding (Safe Routes to School): $ 589,704 - FY 13/14 Expenditure – Design & Construction $ 100,000 - FY 14/15 Expenditure – Construction **$689,704.00 - Total**
CDBG Grant funding: $ 35,000 – **CURRENT FY** Planned Expenditure – Design $ 100,000 - FY 13/14 Expenditure – Design **$135,000.00 - Total**
Regional Transportation Commission: $ 415,000 - FY 13/14 Expenditure – Design & Construction $ 1,053,218.80 – FY 14/15 Expenditure – Design & Construction **$ 1,468,218.80 - Total**
Wastewater Enterprise Fund Balance (sewer improvements): **$ 47,750.00** - FY 13/14 Expenditure – Construction - **Total**

8. Operations and Maintenance (O&M) Costs for the Projects:

Less than $10,000 annually, absorbed by existing Streets/SD Operating budget

9. Planned Sources of Funds for Operations and Maintenance Costs:

Ad Valorem Taxes, Motor vehicle Fuel Tax, Regional Transportation Commission Funds

10. Additional Comments:

Signature Date

CAPITAL OUTLAY LINE ITEM DETAIL
Streets and Storm Drains

Fund and Department Number	GENERAL
Department or Function Name	STREETS AND STORM DRAINS
Prepared by:	CODY BLACK

Item Description:	Amount
Used 5 Yard Dump Truck with Plow and Sander	$60,000.00

Details:

The Streets and Storm Drain Division need a larger second plow for snow removal operations, which can also be used for increased maintenance efficiency for roadway and right of way work in the dry months.

The current 2 yard dump with plow and sander set up is too small to be efficient for municipal street snow removal; it is more suited for parking lots. The City currently only has 2 plows for use on City Streets, the 2 yard dump with plow and the 10 yard dump with plow. This limitation of only 2 plows makes the City vulnerable to easily losing both of these plows, engine, electrical or hydraulic failure along with clogging of the sander are common issues that can happen at the same time between the two plows. The plows are expected to operate reliably under the most extreme conditions and it is very common for the elements to put them out of service. Due to the breakdowns and condition of the existing plows, a more reliable plow is needed for the City. The larger plow the City will continue to operate is aging and less reliable every year including rust damage to hopper and deterioration from wear and tear.

If approved, staff will purchase a used 5 yard dump truck in good condition, and will have the plow and sander installed separately, as they are generally difficult to find already set up in a reliable condition. It is estimated the truck will be no more than $40,000 to purchase used one, and the plow and sander set up will be no more than $20,000.

CAPITAL OUTLAY LINE ITEM DETAIL
Streets and Storm Drains

Fund and Department Number	GENERAL
Department or Function Name	STREETS AND STORM DRAINS
Prepared by:	CODY BLACK

Item Description:	Amount
Tire Machine and Wheel Balancer (**$6,800**)	$1,700

Details:

The City has the ability to purchase tires through State Purchasing Contract prices and save money on both the tires and mounting and balancing by performing the work in house. In addition to saving money on the tires, the City will save staff time by mounting and balancing the tires in house.

This equipment will be beneficial to all City Divisions, and has been split as follows:

Streets and Storm Drain:	$1,700
Parks:	$1,700
Water:	$1,700
Sewer:	$1,700

It is estimated that at approximately 15 sets of tires per year plus approximately 20 flats per year, the City will save approximately $1,300 per year not including savings in staff time spent taking vehicles to have tires replaced or flats fixed.

CAPITAL OUTLAY LINE ITEM DETAIL
Streets and Storm Drains

Fund and Department Number	GENERAL
Department or Function Name	STREETS AND STORM DRAINS
Prepared by:	CODY BLACK

Item Description:	Amount
Shop Ventilation Improvements – SAFETY (**$6,000**)	$1,500.00

Details:

The Cottonwood Shop currently is utilized to repair and maintain City Vehicles and Equipment. There are constantly fumes and exhaust within the building from pulling vehicles in and out and working on the equipment. For the safety of the mechanic working on the vehicles and the operations personnel working in the area, a ventilation system is needed to exhaust all of the fumes in the building. Staff will coordinate with contractor(s) to wire the exhaust fans in and have them installed in the walls of the building.

This ventilation improvements will be beneficial to all City Divisions, and has been split as follows:

Streets and Storm Drain:	$1,500
Parks:	$1,500
Water:	$1,500
Sewer:	$1,500

STREETS AND STORM DRAINS CAPITAL OUTLAY TOTAL:	Amount
	$63,200.00

CAPITAL OUTLAY LINE ITEM DETAIL
Parks

Fund and Department Number	GENERAL
Department or Function Name	PARKS
Prepared by:	DEREK STARKEY

Item Description:	Amount
Wide Deck Commercial Mower	$55,000.00

Details:

A mower with a wider deck would allow our limited personnel to more efficiently mow larger areas of turf. Our existing mowers are both over 20 years old which makes maintenance more frequent and parts more difficult to find.

The new mower will have a total deck width of over 12 feet. A larger mower will reduce mowing times on the ball fields and larger parks by as much as 50%. For example, the 10 acre soccer field currently takes approximately three hours to mow. The new mower would complete the job in little over an hour. This time saved would allow our limited parks staff to focus on other maintenance tasks.

Item Description:	Amount
Turf Vacuum	$25,000.00

Details:

A turf vacuum would allow the parks staff to clean up the turf after sports practices, reservations, and special events more quickly and efficiently. Currently, cleanup is done by hand and often takes much of the day.

A turf vacuum would not only save time but would do a better job. It would also allow us to clean out planter and open space areas. Organic material (leaves, clippings, etc.) collected would then be used in the City's compost which it uses in its parks to reduce fertilizer costs.

CAPITAL OUTLAY LINE ITEM DETAIL
Parks

Fund and Department Number	GENERAL
Department or Function Name	PARKS
Prepared by:	DEREK STARKEY

Item Description:	Amount
Grizzly/Material Screen	$8,500.00

Details:

A material screen would allow the parks department to screen and reuse materials including but not limited to: compost, topdressing, bedding sand, sand-salt de-icing material, rip rap, etc.

Fund and Department Number	GENERAL
Department or Function Name	PARKS
Prepared by:	DEREK STARKEY

Item Description:	Amount
Shop Ventilation Improvements – SAFETY (**$6,000**)	$1,500.00

Details:

The Cottonwood Shop currently is utilized to repair and maintain City Vehicles and Equipment. There are constantly fumes and exhaust within the building from pulling vehicles in and out and working on the equipment. For the safety of the mechanic working on the vehicles and the operations personnel working in the area, a ventilation system is needed to exhaust all of the fumes in the building. Staff will coordinate with contractor(s) to wire the exhaust fans in and have them installed in the walls of the building.

This ventilation improvements will be beneficial to all City Divisions, and has been split as follows:

Streets and Storm Drain:	$1,500
Parks:	$1,500
Water:	$1,500
Sewer:	$1,500

CAPITAL OUTLAY LINE ITEM DETAIL
Parks

Fund and Department Number	GENERAL
Department or Function Name	PARKS
Prepared by:	DEREK STARKEY

Item Description:	Amount
Tire Machine and Wheel Balancer (**$6,800**)	$1,700

Details:

The City has the ability to purchase tires through State Purchasing Contract prices and save money on both the tires and mounting and balancing by performing the work in house. In addition to saving money on the tires, the City will save staff time by mounting and balancing the tires in house.

This equipment will be beneficial to all City Divisions, and has been split as follows:

Streets and Storm Drain:	$1,700
Parks:	$1,700
Water:	$1,700
Sewer:	$1,700

It is estimated that at approximately 15 sets of tires per year plus approximately 20 flats per year, the City will save approximately $1,300 per not including savings in staff time spent taking vehicles to have tires replaced or flats fixed.

PARKS CAPITAL OUTLAY TOTAL:	Amount
	$91,700.00