

**TO:** CITY MANAGER

**DATE:** 1999 01 06

**FROM:** DIRECTOR ENGINEERING

**FILE:** 10-01-12

**SUBJECT:** WORK ORDERS

**PURPOSE:** To obtain approval of various annual capital account work orders.

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**RECOMMENDATION:**

1. THAT approval be given to various capital account work orders as more specifically referred to in this report.

**REPORT**

The following capital accounts are standard work orders that are created on an annual basis. These work orders are raised annually to cover the cost of capital installations at various locations and provide the funding mechanism for site specific installations. Sufficient General Revenue funds are available and these expenditures are included in the 1999 Provisional Capital Budget.

**60-14-172 Wheelchair Ramps - Various Locations**

**Charge:** 1999 Provisional Capital Budget \$20,000  
Traffic Management

**Additional Information:** The City's policy is to install wheelchair ramps in all new curb and sidewalk construction or reconstruction. In addition, a special program is in place which enables staff to respond to the needs of the disabled by constructing ramps in existing curb and sidewalk locations. There has been a constant demand for wheelchair ramps. This work order provides funding to continue installation of ramps whenever feasible.

**60-14-999 Installation of Bus Stop Landing Areas**

**Charge:** 1999 Provisional Capital Budget \$10,000  
Traffic Management

Additional Information: This work order covers the cost of the ongoing program of surface improvements to bus stop landing areas.

**60-20-999 Installation of Hydrants, Various Locations**

**Charge:** 1999 Provisional Capital Budget \$25,000  
Hydrants

Additional Information: It is City policy to improve the spacing of hydrants by addition of hydrants where increased density of building or need occurs. This work order covers the cost of the 1999 program.

**60-22-999 Installation of Water Service Connections, Various Locations**

**Charge:** 1999 Provisional Capital Budget \$35,000  
Water Services

Additional Information: In general, applicants pay for water connections and, where applicable, for meters. On occasion, it is necessary to "pre-service" properties with water service in order to obviate the need to dig up a finished street at a later date. This work order covers the cost of such pre-servicing. The City's costs are recovered at the time the property owners require the service. The 1999 Annual Capital Budget will be adjusted to reflect the revised figure.

**60-31-999 Installation of Sanitary Sewer Connections, Various Locations**

**Charge:** 1999 Provisional Capital Budget \$42,000  
Sanitary Connections

Additional Information: It is City policy to supply one free sanitary connection to all properties requiring same. Ordinarily, connections are installed at the time a main is laid. With many older sewers, no connections were installed at that time, but now require installation, and this work order covers the cost of such connections as well as any pre-servicing which may be required.

**60-33-999 Installation of Storm Sewer Connections, Various Locations**

**Charge:** 1999 Provisional Capital Budget \$30,000  
Storm Connections

Additional Information: It is also City policy to supply one free storm connection to all properties requiring same. Ordinarily, connections are installed at the time a main is laid. However, like sanitary sewer connections, a number of new connections must be made each year, and this work order covers the cost of such connections and pre-servicing.

**60-10-999 Right-of-Way Acquisitions**

**Charge:** 1999 Provisional Capital Budget \$25,000  
Right-of-Way Acquisitions

Additional Information: This work order provides the funding to acquire corner truncations and small portions of property required for future projects. A contribution to Capital to fund this project will be made at 1999 Annual Operating.

W.C. [Signature]  
DIRECTOR ENGINEERING

LSC:

cc: Director Finance

