

**TO:** CITY MANAGER

**DATE:** 2003 01 02

**FROM:** DIRECTOR ENGINEERING

**FILE:** 10-01-12

**SUBJECT:** WORK ORDERS

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

**RECOMMENDATION:**

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

**R E P O R T**

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 2003 Provisional Capital Budget.

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

**Charge:** 2003 Provisional Capital Budget \$10,000  
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.

**60-14-003 Bus Stops - Various Locations**

**Charge:** 2003 Provisional Capital Budget \$10,000  
Traffic Management

Additional Information: This work provides funding for the Ongoing Program of surface improvements to bus stop landing areas.

**60-20-003 Installation of Hydrants, Various Locations**

**Charge:** 2003 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 year 2003 program.

**60-22-003 Installation of Water Service Connections, Various Locations**

**Charge:** 2003 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.

**60-31-003 Installation of Sanitary Sewer Connections, Various Locations**

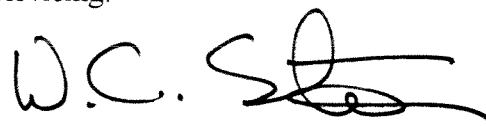
**Charge:** 2003 Provisional Capital Budget \$42,000  
Sanitary Connections

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.

**60-33-003 Installation of Storm Sewer Connections, Various Locations**

**Charge:** 2003 Provisional Capital Budget \$32,000  
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.



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AAS:dh  
cc: Director Finance