

**BOA Meeting Agenda
Peculiar City Board of Aldermen
Work Session Meeting and Public Hearing
City Hall – 250 S. Main St
Monday August 4, 2014 6:30 p.m.**

Notice is hereby given that the Board of Aldermen of the City of Peculiar will hold a regularly scheduled meeting on Monday, August 4, 2014 at 6:30 pm, in the Council Chambers at 250 S. Main St. Representatives of the news media may obtain copies of this notice by contacting the City Clerk at City Hall, 250 S. Main St Peculiar, MO 64078 or by calling 816-779-2221. All proposed Ordinances and Resolutions will be available for viewing prior to the meeting in the Council Chambers.

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Board of Alderman Statement
5. Mayor's Appointments – Kyle Gillespie to Board of Adjustments
Resolution 2014-42 - A RESOLUTION OF THE BOARD OF ALDERMEN OF THE CITY OF PECULIAR, MISSOURI APPROVING THE APPOINTMENT OF KYLE GILLESPIE TO THE BOARD OF ADJUSTMENTS
6. Business
 - A. Bill No. 2014-22 - AN ORDINANCE OF THE CITY OF PECULIAR, MISSOURI AMENDING PECULIAR MUNICIPAL CODE § 500.065 "ADOPTION OF STANDARD SPECIFICATION AND DESIGN CRITERA."
**2ND Reading*
 - B. Resolution 2014-43 - A RESOLUTION OF THE BOARD OF ALDERMEN OF THE CITY OF PECULIAR, MISSOURI AUTHORIZING THE MAYOR AND CITY ADMINISTRATOR TO ENTER INTO AN AGREEMENT WITH THE RAYMORE-PECULIAR SCHOOL DISTRICT FOR ONE SCHOOL RESOURCE OFFICER AT THE DISTRICT COMPLEX ON SCHOOL ROAD
7. Topics for Discussion
 - A. Motor Fuel Tax Bill
 - B. Budget 2014-2015
 - C. Smaller Trash Can for 55 & Older
 - D. CCCED PowerPoint
8. Aldermen Concerns or Additional Topics for Discussion by Aldermen
9. Aldermen Directives Reported by City Administrator
10. Adjournment

City Administrator
Brad Ratliff

City Clerk
Nick Jacobs

City Engineer
Carl Brooks

Business Office
Trudy Prickett



Chief of Police
Harry Gurin

City Planner
Cliff McDonald

City Attorney
Reid Holbrook

Parks Director
Nathan Musteen

Municipal Offices – 250 S. Main Street, Peculiar, MO 64078
Phone: (816)779-5212 Facsimile: (816)779-1004

To: Board of Alderman
From: Clifford L. McDonald
Date: August 4, 2014
Re: *Appointment of Kyle Gillespie to the Board of Adjustment*

GENERAL INFORMATION

Applicant: Mr. Kyle Gillespie

Status of Applicant: N/A

Requested Actions: Board of Aldermen to consider appointing Kyle Gillespie to the Board of Adjustment for a term of Five (5) Years.

Date of Application: June 5, 2014

Purpose: The purpose is to consider appointing Kyle Gillespie to the Board of Adjustment for a term of Five (5) Years.

Property Location (if applicable): N/A

PROPOSAL

See "Requested Actions" above.

PREVIOUS ACTIONS

Kyle Gillespie has previously served the City of Peculiar with distinction both as a member and Chairman of the Board of Adjustment.

KEY ISSUES

Kyle Gillespie has again volunteered to serve on the Board of Adjustment for a term of Five (5) Years.

STAFF COMMENTS AND SUGGESTIONS

As Kyle Gillespie has previously served on the Board of Adjustment both as a Member and Chairman, I believe he would be a tremendous asset to the City and the Board of Adjustment.

STAFF RECOMMENDATION

Favorably consider appointing Kyle Gillespie to the Board of Adjustment for a term of Five (5) Years.

ATTACHMENTS

Application Form

STAFF CONTACT: Clifford L. McDonald,
PH: 816-779-2226
E-mail: cmcdonald@cityofpeculiar.com

City of Peculiar

Boards / Commissions Application Form



Thank you for your interest in serving on one of the City's Boards/Commissions. Volunteers are essential to ensure our City government is responsive to the needs of the community. Please help us place you on the most appropriate commission by completing this questionnaire, you may attach your resume or additional information as needed.

Boards / Commissions of Interest:

Planning Commission
 Parks & Recreation Board
 Board of Adjustment
 Peculiar Tree Board

Name: Kyle Gillespie Home Phone: _____

Address: 955 Hurley Alternate Phone: _____

City, State, Zip: Peculiar, MO 64078 Email Address: _____

Ward: 1) _____ 2) _____ 3) _____ (contact City Hall if you are unsure of your Ward)

Education: (Please mark the highest level completed)

High School (please list the High School you attended) _____

College (please list College/University and Degree) University of Kansas B.A.S.

Current Employment: Fulmer Theological Seminary M.A.

Employer: Reconnect Resources Position: Director

Address: 955 Hurley, Peculiar, 64078 Work Phone: 816 529-8307

Have you previously served on a City Board or Commission? Yes No If Yes, please describe: Board of Adjustments

Are you currently registered to vote in the City of Peculiar? Yes No

Why do you want to serve on this Board/Commission? to serve our community

Please describe any business or property interest which might place you in a conflict of interest situation should you be appointed to this Board/Commission. None that I know of

Are you related to any current member of the Board of Alderman? Yes No If Yes, please describe: _____

BOA Member Name: _____ Relationship: _____

Signature: Kyle Gillespie Date: 6/5/14

Return Application to: City of Peculiar
C/O City Clerk
250 South Main Street
Peculiar, MO 64078

RESOLUTION 2014-42

A RESOLUTION OF THE BOARD OF ALDERMEN OF THE CITY OF PECULIAR, MISSOURI APPROVING THE APPOINTMENT OF KYLE GILLESPIE TO THE BOARD OF ADJUSTMENT

WHEREAS, the Board of Aldermen have determined a need to appoint a member to the Board of Adjustment; and

WHEREAS, Kyle Gillespie meets the qualifications for appointment to this board; and

WHEREAS, said appointment carries a term of five (5) years commencing with the effective date of this resolution; and

WHEREAS, Mayor Holly Stark recommends the appointment of Kyle Gillespie to the Board of Adjustment upon approval of the Board of Aldermen

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF ALDERMEN OF THE CITY OF PECULIAR, MISSOURI AS FOLLOWS:

Section 1. The Board of Aldermen approves the appointment of Kyle Gillespie to the Board of Adjustment.

Section 2. *Effective Date.* This resolution shall become effective upon approval and passage by the Board of Aldermen.

THIS RESOLUTION WAS ADOPTED BY THE FOLLOWING VOTE THIS 4th DAY OF AUGUST, 2014.

Alderman Fines _____
Alderman Ford _____
Alderman McCrea _____

Alderman Ray _____
Alderman Roberts _____
Alderman Turner _____

APPROVED:

ATTEST:

Holly Stark, Mayor

Nick Jacobs, City Clerk

City Administrator
Brad Ratliff

City Clerk
Nick Jacobs

City Engineer
Carl Brooks

Business Office
Trudy Prickett



Chief of Police
Harry Gurin

City Planner
Cliff McDonald

City Attorney
Reid Holbrook

Parks Director
Nathan Musteen

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Phone: (816)779-5212 Facsimile: (816)779-1004

To: Mayor & Board of Aldermen
From: Carl Brooks, City Engineer (cbrooks@cityofpeculiar.com)
Date: July 31, 2014
Re: Engineering Report on the Water Supply, Pumping, Storage and Distribution Facilities.

GENERAL INFORMATION

Applicant: City Staff
Requested Actions: Acceptance of an ordinance regarding the “Engineering Report on the Water Supply, Pumping, Storage and Distribution Facilities” and “Manual of Practice for Water Main Extensions” prepared by Larkin Lamp Rynearson and approved by the MDNR.
Property Location: City Wide
Purpose: Identify projects, supplement design specifications and construction details to the City’s water system

PROPOSAL

City staff has been made aware the Board of Alderman would like to review all new or revised Public Works Guidelines or Specifications. Over the past year City staff has discovered changes that need to be made to keep abreast of new construction along with making the department operate more efficiently.

With that in mind we would like for the Alderman to review the enclosed information.

The Engineering Report covers:

- ❖ Compares the City’s current water supply (Cass PWSD) #2 to other suppliers: Kansas City Water, Tri-County Water Authority and Water One, Chapter VI Alternative Water Supplies pages 90 -102
- ❖ Identifies a Capital Improvement Plan (CIP), Chapter IX Recommended Improvements pages 104 - 116
- ❖ Summarizes improvements in order of priority with costs estimates, Chapter X Opinions of Probable Cost page 117
- ❖ Conclusion, Chapter XII pages 120 -121
- ❖ Hydraulic Analysis of the City’s distribution system
- ❖ Submit a DNR 5-year Owner Supervised Program for future improvements
- ❖ Provide a Manual of Practice for Water Main Extensions, beginning with page 126 – 266 which will be used as a supplement to our current APWA design and construction specifications
- ❖ Received letter of approval dated July 1, 2014 from MDNR for the engineering report and 5-year Owner Supervised Program for future improvements.

PREVIOUS ACTIONS

Staff submitted and received a \$28,000 engineering grant from the Department of Natural Resources (DNR), Division of Environmental Quality, Public Drinking Branch, and Financial Assistance Center. Larkin Lamp Rynearson is the engineering firm completing the report.

KEY ISSUES

Upgrading of the City's water supply, system improvements and manual of practices; and supplementing our APWA design specifications and construction details standards.

STAFF COMMENTS AND SUGGESTIONS

City staff looks forward in implementing these documents as a plan for future water main improvements and additional information to supplement our APWA design specifications and construction details standards.

STAFF RECOMMENDATION

City staff recommends approval of the ordinance.

ATTACHMENTS

Copy of Engineering Report: Water Supply, Pumping, Storage and Distribution Facilities
Manual of Practice for Water Main Extensions
Ordinance

2014 Preliminary Engineering Report

on the

Water Supply, Pumping, Storage & Distribution Facilities

for the

City of Peculiar, Missouri

May 2014

Project No. 0313045

**2014 Preliminary Engineering Report
Water Supply, Pumping, Storage & Distribution Facilities
for the
City of Peculiar, MO**

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- Appendix A – Water Purchase Contract
- Appendix B – Hydraulic Analysis Reports
- Appendix C – Opinions of Probable Cost
- Appendix D – SRF Intended Use Planning List Letter

I. General Information

The name and mailing address of the water system's Continuing Operating Authority is as follows:

City of Peculiar, MO
250 S. Main Street
Peculiar, MO 64078
Public Water Supply Identification Number: M01010633

II. Introduction and Purpose

The City of Peculiar (City) received an engineering report grant from the Missouri Department of Natural Resources (DNR), Division of Environmental Quality, Public Drinking Branch, Financial Assistance Center. This Preliminary Engineering Report on the potable water system and its supporting information consists of a hydraulic analysis, a Capital Improvement Plan (CIP), and a submittal to obtain a DNR 5-year Owner Supervised Program for future improvements studied within. The existing system was examined by review of existing system data, information from City personnel and use of computer hydraulic modeling technology. This report includes a summary of historical water use for the last 3 years, an estimate of future water needs and recommended water system improvements. The goal of this report is to solve present problems, increase reliability and prevent future problems before they occur. Recommendations for improvements are based not only on the computer results, but also on the engineer's experience with similar systems. The report is intended to serve as a planning tool for the City as it maintains the present facilities and prepares for future demands of the system.

The DNR *Minimum Design Standards for Missouri Community Water Systems* effective December 10, 2013 will be referenced in evaluating various components of the water system.

A. Goal

The City's goal is to identify improvements, which will correct any present or future deficiencies in the system. Simulation of any future deficiencies is based on the projected growth of the system. A prioritized list of recommended improvements is included as well as a recommendation on a long term source of supply.

B. Scope

The scope of services on this report is as follows:

1. Model existing system with existing demands to determine deficiencies. Model water line, storage, and/or pumping improvements to correct any identified deficiencies.
2. Evaluate current water supply and supply alternatives.

3. Project future demands for the City service area and model improvements necessary to meet these future demands.
4. Prepare a capital improvements plan (CIP) with cost opinion and priority assigned to each improvement.
5. Furnish 6 copies of the report to the City and Staff.
6. Submit report to the Missouri Department of Natural Resources for approval.

Hydraulic Analysis

1. Meet with the City to clarify project goals and expectations.
2. Gather field data and information on current operation of the water system including records of monthly water purchases/sales. Discuss operation with City staff.
3. Use information from the current system provided by City personnel and update the existing computer hydraulic model of the City's distribution system in WaterCAD software. Incorporate the water system CAD information recently prepared by City staff into the System Exhibit. Perform a hydraulic analysis of the system for existing and future flows.
4. Perform an overall system analysis to determine existing problem areas (high and low pressure areas, fire flow deficiencies, water age, dead ends, etc.).
5. Identify sections of the distribution system with frequent broken or leaking lines, which contribute to unaccountable water losses within the system.
6. Analyze the system, and make recommendations for: additional valves and flushing devices; improvements needed to maintain pressures above 35 psi; replacement of lines made of substandard materials; replacement of lines whose capacity has been or will soon be exceeded; looping dead-end lines; finished water storage capacity and condition.
7. Prepare list of proposed distribution system improvements.
8. Examine tank maintenance records and make recommendations of any sanitary or security improvements needed.
9. Discuss control system that operates the master meters, pump station and tank levels.
10. Examine the effect on the water system from potential growth related to:
 - The proposed interchange off of I-49 at 211th Street scheduled for 2015-16.
 - Current Land Use Plan with consideration of water system boundaries.

- Possible growth within already platted subdivisions served by the City.

Water Supply

1. Review the current water supply contract with PWSO No. 2 Cass County and the condition and capacity of the master meter connections.
2. Compare current supply to other available supplies such as from Kansas City Missouri (on Route J, south of Raymore), Tri-County Water Authority, or WaterOne Evaluation will include hydraulics, main sizing, probable connection cost and cost estimate update for a possible connection and transmission main.
3. Discuss availability of flow from any adjacent system via an emergency interconnection.
4. Discuss with City personnel any areas of concern with existing system and make recommendations for improvements, if needed.
5. Estimate the future cost of improving the current supply and compare to connection to an alternate supply. This will include the cost of water (1,000 gal.), cost of improvements, and effect on operation and maintenance. Assumptions will be made for rate changes on each supply source and historical information provided.
6. Estimate effect on water rates of any recommended water supply improvements.

Facility Plan Engineering Report Preparation

1. Meet or exceed the “Responsibilities of the Engineering Firm” as stated in the Three Party Payment Agreement for Engineering Report Services.
2. Summarize the evaluation of the existing supply, storage and distribution system for condition and ability to meet DNR requirements, water system demands, and other codes and regulations.
3. Summarize improvements in order of priority with estimated costs.
4. Based on assumed financing package, determining the water rate impact of the recommended improvements.
5. Discuss the City of Peculiar’s current water rates, proposed rates after improvements, and the water rates of other similar area communities. Build on information in Larkin’s recent rate study.
6. Estimate the impact of the proposed improvements on the yearly operation and maintenance budget.

7. List probable sources to finance the improvement with an explanation of the requirements of each funding program. Discuss status of City's listing on the DNR SRF Intended Use Plan Priority List.
8. Combine all of the engineering report items, with exhibits and appropriate documentation into a Facility Plan, for the improvements to be constructed, that meets the DNR State Revolving Fund Requirements.
9. Present the Facility Plan Engineering Report to the City Board and staff.
10. After addressing any comments from the City, submit the report to the DNR for review and approval.
11. Submit to DNR to obtain 5-Year Owner Supervised Plan Approval (Facility Plan, Peculiar standard specification and construction details for main improvements, & City inspector resume.
12. Provide copy of WaterCad hydraulic model data files to the City.
13. Be available for design of any recommended supply, transmission, distribution and/or storage improvements.
14. Provide engineering components for funding applications.

Water System Records System Documentation

1. Input City prepared information on water system consisting of waterlines, valves, and fire hydrants from (*.jpeg format) into the existing hydraulic model on file (WaterCAD format). After completion of modeling, the WaterCAD file of the existing system will be converted into an ESRI ArcView (ArcGIS for desktop) software file. Attribute (valve and hydrant) reference numbers and additional information from the City prepared maps will be input into attribute tables for each valve and hydrant. This information can then be incorporated into the GIS system the City is beginning to develop.

III. Existing System

The City serves approximately 1,537 water meters. The service area is all within the present City limits, however, the City does not serve all residents within the City limits. Some areas that have been annexed are served by one of the surrounding water districts. Water is purchased from the Cass County P.W.S.D. No. 2, from its supply from Kansas City, MO. The City's existing water system consists of the following components: supply from three meter vaults, the distribution system, a booster pump station,

and two water storage tanks. Each of these components is discussed following. These components are shown on the Existing System Map at the back of this report.

A Water Supply, Master Meters and Distribution System

The City has been purchasing potable water from Cass County P.W.S.D. No. 2 (District) since March 1990. The City entered into a new agreement with the District on March 16th, 2010. The agreement is for a maximum of 0.70 million gallons per day and for a length of 25 years. A copy of the Water Purchase and Sales Contract can be found in Appendix A.

The City purchases water at three master meters located as follows:

- Master meter #1 is west of the intersection of 211th St and Harper St. (hydraulic grade of 1,175 feet)
- Master meter #2 is located at the northeast corner of the intersection of 211th St. and Peculiar Dr. (hydraulic grade provided by Master meter #1)
- Master meter #3 is located along Peculiar Drive, approximately 550 feet north of Siena Drive (hydraulic grade of 1,150 feet)

Each master meter maintains one of the four pressure zones within the City. Master meter #1 serves the City west of Interstate 49 except for Tuscany Estates, Sutter’s Creek, and Spencer’s Addition and the area south of Highway J, east of Interstate 49. Master meter #2 servers the area of the City north of Highway J, east of Interstate 49. Master meter #3 serves the housing subdivisions in the north area of the City along Peculiar Drive. Master Meters #2 and #3 are always open and provide pressure to Pressure Zone #2 and #3, respectively. Master Meter #1 is always open and provides water and pressure to Pressure Zone #1 and to the City’s Ground Storage Tank. Water from the ground storage tank is pumped into the elevated storage tank, which provides pressure to Pressure Zone #4. All of the Pressure Zones can be seen on the enclosed map. The master meters are all in good working order.

The City’s water system contains approximately 45 miles of waterline from 2-inch to 12-inch in diameter. The distribution system consists of PVC (polyvinyl-chloride), cast iron, and ductile iron waterlines. Table III.1 summarizes the pipe lengths.

Table III.1: Distribution System Summary

Pipe Diameter(in.)	2	3	4	6	8	10	12	Total
Total length, (ft)	14,590	2,278	57,843	26,649	111,095	7,388	20,132	239,975
% of total system	6.1%	1.0%	24.1%	11.1%	46.3%	3.1%	8.3%	100.0%

Pipes within several areas of the distribution system are reported by operating personnel to experience

frequent main breaks which result in a large source of the City's unaccounted for water. These areas include:

- Peculiar Drive/Main St. between Hurly St. and E. North St.
- Along Harr-Grove Rd.
- Along Elm St.
- E. Broadway St between E. 3rd St. and N. Main St.
- Gregory between Elm St. and Kayla Dr.

B. Pump Station

The City has one pump station located adjacent to the ground storage tank at the south end of W. 3rd Street. The pump station contains two 40 HP pumps which fill the elevated storage tank on-site from the ground storage tank. The SCADA system controls the operation of the pumps based upon levels in the elevated storage tank. The pumps were replaced in a 2006 project and rebuilt with a major overhaul in 2012.

C. Storage Facilities

The City has a 428,000 gallon welded steel ground storage tank which is 24' high and 55' in diameter and was constructed in 1982. The only high level storage is a 400,000 gallon multi-column welded steel elevated storage tank which was constructed in 2006. Both tanks are located at the south end of W. 3rd Street. The City operates both tanks in the upper three feet or so with control points of 1,136.0 and 1,139.0 mean sea level (msl) for the elevated storage tank and 1,010 and 1,013.5 for the ground storage tank.

Missouri Department of Natural Resources recommends minimum storage volume in a distribution system that provides fire protection to be calculated as follows:

Average Day + Equalizing Storage + Fire Flow Reserve

Equalizing Storage to meet diurnal daily peak demands = 0.5 x Average Day

Fire Flow Reserve = 1,000 gpm x 2 hrs = 120,000 gallons

Alternatively, the minimum storage should be equal to the maximum daily flow + Fire Flow Reserve:

Maximum Day + Fire Flow Reserve

The current and future required storage based on these assumptions and the predicted demands calculated in Section IV are shown in Table III.2. The City's maximum day demand based on peak month usage and similar systems is assumed to be approximately equal to 1.5 times average day usage. This results in the two minimum storage requirements Table III.2 to be equal.

Table III.2: Minimum Storage Volume		
Year	Volume Based On Average Day + Equalizing Storage + Fire Flow Reserve (gallons)	Volume Based On Maximum Day + Fire Flow Reserve (gallons)
2013	505,500	505,000
2018	547,448	547,448
2033	696,864	696,864

With both tanks in service, the City has 828,000 gallons of finished water storage; which is enough to meet the DNR criteria. The only caveat is that the booster pump station is not backed up by an emergency or secondary power source. The DNR’s Minimum Design Standards state that system serving a population of 3,300 or more shall make arrangements for back-up power in either the form of a secondary independent utility source or auxiliary generator.

A supplement to system storage volume during an emergency can be contracted for through the elevated storage from a wholesale water provider. P.W.S.D. No. 2 Cass County has a 500,000 gallon elevated tank located on 203rd Street, just west of Peculiar Drive.

The Missouri Department of Natural Resources has guidelines for the inspection of water storage facilities that requires periodic inspection of both a tank’s sanitary features, as well as condition of the structure. Annual inspections are required to ascertain that screens are in place covering the vent and overflow pipes to prevent contamination from intrusion by pests. On every third year, the tank is to be washed out and the condition of the coating and accessories assessed. The City has a contract for the ground storage tank to be emptied and rehabilitated with a new coating system and sanitary features beginning in late April 2014 and completion set for June 2014.

D. Population

The City has experienced substantial population increases over the past two decades. The City population has grown at an average of 4.21% each year. If this population growth factor is utilized, the City’s population would be greater than 10,000 by the year 2033, as seen in the Table III.3. Table III.3 shows past Census population and predicts future City population at a 4.21% annual increase.

Table III.3: Projected Population

Year	Population	Annual % Change	Population Change
1980	1571		
1990	1777	1.24%	206
2000	2604	3.90%	827
2010	4054	4.53%	1450
2011	4225	4.21%	171
2012	4403	4.21%	178
2013	4588	4.21%	185
2014	4781	4.21%	193
2015	4982	4.21%	201
2016	5192	4.21%	210
2017	5411	4.21%	219
2018	5638	4.21%	228
2019	5876	4.21%	237
2020	6123	4.21%	247
2021	6381	4.21%	258
2022	6650	4.21%	269
2023	6930	4.21%	280
2024	7221	4.21%	292
2025	7525	4.21%	304
2026	7842	4.21%	317
2027	8172	4.21%	330
2028	8516	4.21%	344
2029	8875	4.21%	359
2030	9248	4.21%	374
2031	9638	4.21%	389
2032	10044	4.21%	406
2033	10466	4.21%	423

IV. Hydraulic Model

A. General

A hydraulic model of the City’s water distribution system was created using Bentley’s, WaterCAD software program. WaterCAD links hydraulic modeling capability with a scaled map of the system, drawn in AutoCAD. Input variables to the program include pipe length, pipe diameter, pipe friction factor (C), pipe connectivity, location of storage tanks, overflow elevations of storage tanks, pump curves, customer locations, and customer demands. Pipe friction factors of 120 to 150 were used throughout the distribution system for existing waterlines. New pipes are analyzed at a C factor of 150.

Customer demands were based on the data presented in Section IV-B. Information regarding current operation of the system, including current water sales records, pump flows, storage operating range and recent piping improvements has been gathered and incorporated into the hydraulic model.

The DNR's *Minimum Design Standards for Missouri Community Water Systems* states that systems shall be designed to maintain at least 35 pounds per square inch (psi) normal working pressure at ground level at all points in the distribution system under all conditions of design flow, not including fire flow. The DNR will consider approving design of a lower working pressure on a case by case basis:

- Transmission mains that have no current or anticipated retail or commercial services;
- Dedicated pump supply lines from storage in a treatment plant yard piping;
- Supply from a ground storage tank or reservoir provided no services are on the supply until it reaches 35 psi or greater;
- On unplanned and emergency connections or consolidation projects where providing 35 psi to the new area would require major revisions to present infrastructure. No more than 5% of service connections representing the entire service area (current plus proposed) may be designed under 35 psi and none under 25 psi; and
- The DNR suggests that distribution systems should be designed to provide approximately 60 to 80 psi.

Water pressures in distribution systems below 20 psi are a violation of Missouri Safe Drinking Water Regulation and are considered by the DNR to be an imminent hazard to public health. For this report, a minimum of 35 psi was utilized to size improvements.

B. Demand

The City has experience a minor amount of growth in water usage over the past four years. Historical water demands for these last four fiscal years are shown in Table IV.1. Finished water purchased from the District between October 2012 and September 2013 was approximately 94.89 million gallons (MG) and water sales were approximately 80.1 MG (with 80,000 gallons of the water not sold accounted for). This calculates to 15% Total Water Not Sold in that year. A portion of the Total Water Not Sold is internal water used by the City for flushing and filling new lines. Maintaining monthly records of estimated water lost to flushing, filling, etc. is recommended. The City has implemented a record keeping program. Since October 2013, the City's average monthly water loss has decreased every month and averages 5.45 a month water loss.

The primary objective of a water system is to furnish an adequate supply of safe, treated water to meet the demands of its customers. To properly meet this need, water demands must be accurately projected so that adequate facilities can be planned, designed, financed, and constructed prior to their actual need.

Water usage varies with the time of the day and the seasons of the year. Three terms are used to define usage demands: average day, maximum day, and peak hour:

Average daily flow (ADF) use is the yearly total quantity of water distributed, divided by the number of days in the year. The ADF, calculated from existing City water use data, is 0.11 gallons per minute per meter (gpm/meter). When flow records are not available, the ADF is used with assumed peaking factors to estimate maximum daily flow and peak hour projections.

Maximum daily flow (MDF) use is the maximum quantity of water distributed in any 24-hour period during the year. Typically this occurs during hot summer months when water use is the greatest due to high temperatures, operation of swimming pools, and watering of livestock and lawn/gardens. In the absence of daily master meter readings, the MDF to ADF ratio is assumed to be 1.5 for a municipal system like Peculiar. The calculated MDF from ADF records is then 0.17 gallons per minute per meter (gpm/meter). This ratio was utilized in this model to estimate future maximum daily flows.

Peak Hourly Flow (PHF) use is the maximum quantity of water distributed during any 60-minute period of the year. This condition generally occurs in the morning when many customers are simultaneously consuming water for showering, or in the evening when many customers are returning home from work and simultaneously consuming water for meal preparation and other activities. A typical peak hour to maximum day factor of 2.0 was used in the hydraulic calculations resulting in a peak hourly demand rate of 0.34 gpm/meter.

Table IV.1. – Historical Water Demands

Year	2010	2011	2012	2013	Average
Customers	1,509	1,525	1,540	1,537	1,528
Annual Percent Change - (%)		1.06%	0.98%	-0.19%	0.62%
Annual Water Purchased (gal)	87,230,287	94,070,020	99,276,682	94,465,030	93,760,505
Annual Percent Change – (%)		7.84%	5.53%	-4.85%	2.84%
Annual Water Sales (gal.)	74,145,744	79,959,517	84,385,180	80,295,276	79,696,429
Annual Percent Change – (%)		7.84%	5.53%	-4.85%	2.84%
Total Water Not Sold – (gal)	13,084,543	14,110,503	14,891,502	14,169,755	14,064,076
Total Water Not Sold – (%)*	15%	15%	15%	15%	0.15
Avg. Consumption (gpm/meter)	0.11	0.12	0.12	0.11	0.11
Avg. Day Purchases (gal./day)	238,987	257,726	271,991	258,808	256,878

**Estimated water loss for 2010 through 2012*

The average growth rate has been 2.84% over the past 2 years. For this report a conservative growth factor of 2.0% was utilized to predict future demands. This allows for a 1% growth in residential water demands and a 1% growth for anticipated industrial and commercial growth. Industrial and commercial growth is most likely to occur near the proposed interchange at 211th and I-49. This area has

significant electrical service capacity available and the Missouri Department of Transportation and the City are investing in the construction of an interchange.

Water purchases and sales within the City service area will increase with population growth.

Table IV.2: Projected Water Demands uses a 4.21% growth rate and a Max day/Average day ratio of 1.5.

Year	2018	2028	2033
Annual Finished Water Purchased (gal.)	116,096,211	175,352,517	215,505,811
Annual Water Sales (gal.)	98,681,779	149,049,640	183,179,939
Average Day Water Purchased (gal.)	317,203	479,105	590,427
Maximum Day Water Purchased (gal.)	475,804	718,658	885,640

The City’s current demands, plus reasonable growth, are reflected in the 2033 Maximum Day Water Purchase projection of 885,640 gallons. At this growth rate the City would have a maximum day water purchased of over one million gallons by the year 2036.

C. Existing System

Several cases were developed using the existing system to determine the location of, and priority for, needed improvements. The existing system was analyzed at average day, max day, and peak hour. The outlet pressures at all three master meters were set to the gradients discussed in III.A. These conditions were analyzed for the years 2013, 2018, and 2033. Locations of additional demands were based upon existing platted areas and the growth predicted to occur at the proposed 211th and I-49 interchange. The following table shows the average, high and low pressures of these scenarios when ran at steady state with the elevated storage tank 10’ below overflow (note this is lower than the City currently operates the tank but was utilized to find any deficiencies). Table IV.3 does not include low pressure readings that occur between the ground storage tank and the suction side of the pump station. (See Appendix B for full results).

Scenario	Low Pressure (psi)	Average Pressure (psi)	High Pressure (psi)
Year 2013			
• ADF	28.9	61.1	118.6
• MDF	27.8	60.7	118.1
• PHF	24.5	59.3	115.8
Year 2018			
• ADF	28.4	60.9	118.6
• MDF	27.0	60.4	118.1
• PHF	22.9	58.8	115.8
Year 2033			
• ADF	27.8	60.7	118.2
• MDF	26.1	60.0	117.4
• PHF	21.2	57.9	113.4

Results of the hydraulic analysis of the existing system show a minimum pressure in the system of approximately 29 psi under 2013 ADF demands at Junction 708 near the intersection of 222nd St. and Setter’s Pointe Blvd (this is lower than the desired 35 psi). The highest pressure in the system under the same scenario is approximately 119 psi on Highway J at a stream crossing north of Cemetery Road at Junction 898. Under 2013 ADF, approximately 60 junctions had pressure less than 35 psi. Most of these were located in Pressure Zone 1, east of S. Peculiar Dr. between Tuscany Pkwy and Lions Dr. This area is fed directly from PWS No. 2 Cass and does not receive pressure from the City’s elevated storage tank. As demands increase within the system, the hydraulic analysis indicated additional junction pressures will drop below the DNR’s Minimum Design Standards recommendations. Most of these junctions continued to fall within Pressure Zone 1, but with additional other junctions spread throughout Pressure Zone 2.

D. Existing System with Improvements

Section IX lists the recommended improvements utilized to enhance the City’s distribution system. These improvements first focused on replacing mains that have deficient pipe as evidenced by many main breaks. Also larger diameter waterlines are recommended to improve deficient pressures in Pressure Zone 1 and other improvements will eliminate dead-end lines with looping. Table IV.4 contains the results of the hydraulic analysis with all improvements constructed (this table has the same limitations as Table IV.3).

Table IV.4 – Hydraulic Results with Recommended Improvements			
Scenario	Low Pressure (psi)	Average Pressure (psi)	High Pressure (psi)
Year 2013			
• ADF	42.1	66.0	118.7
• MDF	41.5	65.8	118.3
• PHF	39.6	64.8	116.6
Year 2018			
• ADF	41.8	65.9	118.6
• MDF	41.1	65.6	118.3
• PHF	38.8	64.5	116.6
Year 2033			
• ADF	41.5	65.8	118.4
• MDF	40.6	65.3	117.8
• PHF	37.7	63.9	114.9

With the improvements in place, junctions in all 9 scenarios now meet the 35 psi goal of the Study. (See Appendix B for full results). Distribution improvements are prioritized in Section IX based on the findings of these analyses and discussions with City personnel.

A steady state fire flow analysis was also performed on the distribution system. Within the existing system, approximately 46% of the junctions were able to meet a fire flow demand of 1,000 gpm while maintaining a system minimum pressure of 20 psi at 2033 demands. With the recommended system improvements, this number climbed to 74%. The areas not meeting the fire flow requirements are on waterlines less than 8-inches in diameter. As expansion occurs in these areas, the City should evaluate the opportunity to work with development to have larger diameter waterlines installed.

V. Applicable Design Standards

The DNR is authorized to monitor and enforce regulations pertaining to the production and distribution of potable water. The DNR establishes standards and guidelines to be followed in the design, construction, and operation of public water supply (PWS) facilities. Facilities must meet the requirements of the Missouri Safe Drinking Law and the Missouri Safe Drinking Water Regulations. Pertinent excerpts of the following documents are presented in this section:

Missouri Safe Drinking Water Law

(Sections 640.100 through 640.140, Revised Statutes of Missouri)

Missouri Safe Drinking Water Regulations

(10 CSR 60-1.010 through 10 CSR 60-16.030)

Excerpts from *Minimum Design Standards for Missouri Community Water Systems* effective December 10, 2013.

Disinfectants and Disinfection By-Products Rule (D/DBPR) Stage 1 and 2

Safe Drinking Water Act Reauthorization (SDWA)

Surface Water Treatment Rule (SWTR)

Interim Enhanced Surface Water Treatment Rule (IESWTR)

Long-Term Enhanced Surface Water Treatment Rule (LT2 Rule))

Lead and Copper Rule

Total Coliform Rule

Occupational Safety and Health Administration Rules

The City currently purchases water indirectly from the city of Kansas City, which utilizes a combination of groundwater and surface water as a source. Surface water treatment regulations apply to this source. Kansas City uses chloramines as the residual disinfectant. The City is considered a “consecutive system” since the City purchases water from PWS No. 2 Cass County, which purchases water from Kansas City. Regulations that apply to Kansas City, as a large system (serving greater than 100,000 population) also apply to Peculiar due to the consecutive system classification.

A. Missouri Safe Drinking Water Law

Key points of the law are presented as follows:

Statute 640.115.1--Every water system authorized to supply drinking water to the public shall file with the DNR a certified copy of the plans and surveys of the waterworks with a description of the methods of purification and of the source from which the supply of water is derived, and no source of supply shall be used without a written permit of approval from the DNR, or water dispensed to the public without first obtaining such written permit or approval.

Statute 640.115.2--Construction, extension, or alteration of a public water system shall be in accordance with the rules and regulations of the DNR.

Statute 640.120.4--The DNR may authorize variances and exemptions from state primary water regulations.

B. Missouri Safe Drinking Water Regulations

A review of state safe drinking water regulations applicable to surface water is presented as follows.

10 CSR 60-4.055 (1)(E) Disinfection Requirements:

Primary systems which use water obtained from groundwater not under the direct influence of surface water and which the department requires to disinfect and secondary public water systems do not have to meet the requirements of section (2) (CT requirements) of this rule but may be required to provide disinfection detention as deemed necessary by the department. These systems also do not have to submit reports to the department as required by 10 CSR 60-7.010(5) but must maintain the information on file at the system treatment plant or office.

10 CSR 60-7.010(5) Disinfection information must be reported within ten (10) days after the end of each month the system serves water to the public.

C. Minimum Design Standards for Missouri Community Water Systems

The DNR has prepared a set of minimum standards and guidelines for use by professional engineers in the preparation, submission, review and approval of engineering reports, plans and specifications for the design and construction of public water supply facilities. These minimum standards must be followed in order to ensure that facilities are in compliance with the Missouri Safe Drinking Water Law and Missouri Safe Drinking Water Regulations.

DNR standards and guidelines are not totally inflexible. From time to time new processes and equipment appear. The DNR states that new processes and equipment may be acceptable if they meet at least one of the following conditions: 1) they have been thoroughly tested in full scale comparable installations under competent supervision, 2) they have been thoroughly tested as pilot plant operated for a sufficient time to indicate satisfactory performance, or 3) a performance bond or other acceptable

arrangements have been made so the owners or official custodians are adequately protected financially in case of failure of the process or equipment.

An excerpt of pertinent guidelines follow:

(1) SUBMISSION OF PLANS

(1.1) Engineering Report

1.1.2. Extent of the water system(s), including--

- (I) Usage rates and population per service connection based on historical data from the public water system if this data is available. If historical data is not available, the following information may be used for design purposes. Other usage criteria may also be used if adequate justification is provided by the engineer.
 - (a) Population per service connection for permanent residential dwelling units including houses, mobile homes, condominiums, apartments, and multiplexes should use approximately three (3.0) persons/dwelling unit;
 - (b) Domestic water usage for residential dwelling units excluding lawn/garden irrigation usage should be an average of eighty (80) gallons per person per calendar day.
- (II) In addition to peak demand, a reasonable coordination of lawn water among homeowners may be assumed. If no other information is available the estimates in the following table may be used:

Housing Type	Sprinkler Type	Flow per House
Moderate/Middle Class	End of Hose	5 gpm
Estate	Automatic	16 gpm

- (III) Peak flow (one to four hour instantaneous rates) shall be based on historical data as documented by the public water supply. If historical data is not available, the following information may be used for design purposes. Other peak flow criteria may also be used if adequate justification is provided by the engineer.
 - (a) Instantaneous Peak Flow = Domestic Peak Flow + Lawn/garden Irrigation Peak Flow + Commercial, Larger Users, Confined Feeding Operation;
 - (b) Domestic peak flow should be calculated as the greater of one (1) gallon per minute per connection or Peak = 12 (number of connections) to the 0.515 power.

- (IV) Maximum day flow shall be based on historical data if this data is available from the public water system. If historical data is not available, the following information may be used for design purposes. Other maximum day flow criteria may be used if adequate justification is given by the engineer.

Maximum Day Flow = 150% of Average Daily Flow

(1.2) Supervised Program

C. Detailed Plans

(I) Owner-Supervised Program

- (a) A supplier of water may apply for an owner-supervised program in lieu of submitting plans and specifications for expansion and/or modification of an existing water distribution system.
- (b) A written request to the Department of Natural Resources for approval of a supervised program must include the following information:
1. An engineer-prepared report or a master plan showing the proposed waterlines over at least the next five (5) years, along with engineering rationale, including hydraulic analyses, for sizing and locating the lines. The engineering report must discuss adequacy of present water system with regard to the source, storage and existing distribution piping, discuss problems that need to be resolved (leaks, low pressures, etc), discuss fire protection need (if applicable). A priority listing of proposed improvements along with cost estimates should also be included in the engineering report;
 2. A current layout map of the distribution system (standard size 24" x 36"). The map must show waterline sizes (existing and proposed), location of valves, fire hydrants and flushing devices, along with street names;
 3. Adoption of a minimum pipe size for waterline replacements not otherwise shown on the master plan which will maintain a minimum pressure of twenty pounds per square inch (20 psi) under all normal operating conditions;
 4. Examples of permanent records and drawings of the distribution system including lines, valve, hydrants and cleanouts;

5. Technical specifications prepared by an engineer covering construction materials, installation, and disinfection procedures in accordance with American Water Works Association standards;
6. Typical detail drawings by an engineer of special crossings, meter settings, valve settings, hydrant settings, cleanouts, thrust blockings, etc.; and
7. A brief statement about qualifications of the person responsible for construction inspection.

(8.1.1) Pressure

All water mains shall be sized in accordance with a hydraulic analysis based on flow demands and pressure requirements. The system shall be designed to maintain a minimum pressure of 35 psi at ground level at all points in the distribution system under all conditions of design flow not including fire flow. The normal working pressure in the distribution system should be approximately 60 psi.

D. More Recent Developments in Regulatory Requirements

Many changes have been introduced into the regulations governing water treatment in the last ten years and some of these are in various stages of effect at this time. The most notable items of regulation that will affect the City are as follows:

Stage 2 - Disinfection Byproducts Rule (DBPR2)

Stage 2 of the DBPR, published in January 2006 and effective March 6, 2006, further expands the scope of Stage 1 by using a locational running annual average (LRAA) to ensure total trihalomethane (TTHM) and the sum of five haloacetic acids (HAA5) compliance and requiring Initial Distribution System Evaluations (IDSE) to be performed. All community water systems adding a disinfectant other than ultraviolet light are covered by the DBPR2. Suppliers will have to perform an additional year of TTHM and HAA5 monitoring, in addition to Stage 1 requirements, as the first step in meeting the IDSE requirement of the Rule. This information, along with data from Stage 1 DBPR monitoring, was used to select new locations for Stage 2 monitoring.

To be in compliance with Stage 2 monitoring requirements, the City had to take two samples for TTHMs and HAA5s every 90 days at four locations within the distribution system. Since the City serves less than 10,000 people, the IDSE Schedule 4 applies. This means that a standard monitoring plan had to be submitted by April 1, 2008. This plan included standard monitoring which was to be finished by March 31, 2010. The City had until July 1, 2010 to submit an Initial Distribution System Evaluation

(IDSE) report for the water system. By the final deadline of October 1, 2013, the City needed to demonstrate compliance on a LRAA for TTHM and HAA5 MCLs at each location for compliance with Stage 2 DBPR monitoring.

Surface Water Treatment Rule (SWTR) - Effective on June 29, 1993. The major purpose of the rule is to control waterborne pathogens, particularly *Giardia lamblia* cysts and viruses that could enter public water distribution systems. Three categories of source waters were defined: surface water, ground water, and ground water under the direct influence of surface water. The rule requires additional monitoring and minimum treatment plant performance on surface supplies and supplies classified as ground water under the direct influence of surface water. Prescribed treatment techniques are used in place of testing due to the uncertain methods currently available for *Giardia* and *Cryptosporidium* identification. Summary of new requirements include:

- 0.5 NTU turbidity maximum in 95% of the required samples to be taken every 4 hours of plant run time minimum.
- Requires 99.9% (3-log) removal of *Giardia* and 99.99% (4-log) removal of viruses.
- Requires continuous and recording chlorine residual monitoring.

Long-Term Enhanced Surface Water Treatment Rule (LT2 Rule) –

The LT2 Rule was published January 5, 2006 and requires public water systems that use surface water or GWUDI of surface water to monitor their water treatment influent water (source water) for *Cryptosporidium*, and/or *E. Coli*, and turbidity for the length of time based on the population served by the plant. With the current population served by the water treatment plant, the City will have to comply with Schedule 4 of the LT2 Rule Monitoring Requirements. This means the City must begin monthly monitoring for a year on October 1, 2008. This monitoring can be avoided if the water treatment plant provides 5.5 log treatment of *Cryptosporidium*.

The EPA recommends contacting labs to perform sample analysis of *Cryptosporidium*, and *E. Coli*, as well as verifying that the party in charge of turbidity measurement is approved by the State by June 2006. A sampling schedule (or intent to provide full treatment), description of sampling location, and monitoring description is required to be submitted to the EPA by January 1, 2008 (July 1, 2006). The sampling schedule and initial monitoring data can only be sent to the EPA through the LT2/Stage 2 Data Collection and Tracking System.

Lead and Copper Rule—The 1986 Safe Drinking Water Act amendments directed EPA to set regulations for both lead and copper in drinking water. The final regulations were adopted by EPA in

1991, and later adopted by reference in the CSR. This regulation applies to all community water systems, and non-community water systems that are non-transient. These water systems are required to monitor for lead and copper on a scheduled basis in the distribution system at the customer's tap. If monitoring results indicate unacceptable levels, the water system is required to initiate corrosion control treatment techniques to minimize lead and copper contamination. Action levels set by this regulation are 0.015 mg/L for lead and 1.3 mg/L for copper. The City has historically tested below the action level for both lead and copper.

Total Coliform Rule—All public water supply systems are required by state regulation 10 CSR 60-4 to disinfect all drinking water provided to the public. To evaluate the effectiveness of the disinfection method employed, all systems are required by state regulations to submit monthly water samples for total coliform testing. Total coliform testing is used as an indicator of the presence of other bacteriological contaminants. Systems can choose to have this bacteriological testing performed by DNR's microbiology laboratory or by a private certified laboratory.

Systems that fail to collect any water samples within the monthly compliance period are assessed a routine monitoring violation. Systems that have a water sample test positive are required to do three repeat samples (also called check samples). If the system fails to collect these repeat (check) samples, the system then is assessed a repeat monitoring violation. Both of these monitoring violations require the system to issue public notice by publishing the violation notice in a local newspaper of general circulation.

Systems can incur a maximum contaminant level (MCL) violation if water samples test positive for total coliform, or the system can incur an acute maximum contaminant level (acute MCL) violation if fecal coliform or *E. coli* is found. In either case, the system is required to issue public notice by notifying the public of the violation through the electronic news media (radio and television) and publishing the violation notice in a local newspaper of general circulation.

Occupational Safety and Health Administration Rules (OSHA) – Of particular interest to utility systems are the January 14, 1993 rules that pertain to Confined Spaces. 29 CFR Parts 1910 Permit Required Confined Spaces for General Industry contains requirements for practices and procedures to protect employees from the hazards of entry into permit-required confined spaces.

VI. ALTERNATE WATER SUPPLIES

The City presently purchases water from Cass County P.W.S.D. No. 2, which purchases water from Kansas City. The City has emergency interconnections with PWSD No's 10 and 7 of Cass County.

This report will examine the feasibility of purchasing water directly from a water producer in order to reduce the City's cost of water. This would avoid the wheeling fees (additional charges for utilizing an intermediate's facilities to transport water on top of the cost of water) required by purchasing water through a secondary source. The City has narrowed a list of potential water sources to Kansas City, Water District No. 1 of Johnson County, Kansas, and the Tri-County Water Authority. If the City decides to pursue a new water provider, the contract with District No. 2 requires a 1-year notice that water purchase will cease.

A. Kansas City, MO

Kansas City is the producer of the City's current source. Kansas City Water Services maintains and operates water supply, treatment, and distribution systems for 170,000 residential and business customers in Kansas City and 33 wholesale customers in the Kansas City region. Kansas City has 2,800 miles of water main in its system. Each year the City has a cost of service rate study completed that establishes the new wholesale rate to become effective on May 1st. The costs of administration, larger water mains, pumping facilities, storage facilities, supply and treatment works are shared with wholesale customers.

In April 2014 voters in Kansas City voted to approve \$500 million dollars of revenue bond authority in order to pay for water capital improvement projects for the next 7-10 years. Kansas City has a goal to replace approximate 1% of its water mains, or 28 miles, every year under this plan. At this time most of the planned replacement mains are 12" in size or smaller in neighborhoods.

This is the initial source for the City's current potable water supply. Kansas City has a supply capacity of 240 million gallons per day (MGD) and produces an average of 112 MGD. Eighty percent of its raw water comes from the Missouri River with the other 20% produced from alluvial wells near the river intake. Kansas City utilizes the following treatment processes:

- Iron removal through permanganate addition and sequestration
- Rapid Mixing
- Softening via lime and soda ash addition
- Disinfection utilizing gaseous chlorine
- Chloramines for disinfection by-product control
- Filtration
- Odor and taste control via powdered activated carbon
- Fluoridation
- Particulate removal through coagulation, sedimentation, and flocculation

Kansas City has two wholesale water rates: unrestricted and restricted. The restricted rate is

approximately 5 cents per 1,000 gallons lower than the unrestricted rate. Qualification for the two rates depends upon the wholesale customers' current storage facilities volume and whether or not the supply is a sole supply or a partial supply. The City of Peculiar, if purchasing a sole supply, has enough storage capacity to qualify for the restricted rate. The restricted rate is \$2.73 per 1,000 gallons effective May 1, 2014. Kansas City also charges repumping fees depending on where the delivery point is within the KC system. The repump charges effective May 1, 2014 are \$0.25 and \$0.35 per 1,000 gallons for the first and second repump, respectively. Kansas City has a 24-inch diameter transmission main that extends south of the intersection of Highway J and Hubach Hill Road to the Raymore elevated storage tank. According to information from Kelly Finn with Kansas City Water Services, the Raymore tank operates at a minimum hydraulic grade of 1226 feet. When Raymore constructed the elevated tank, Kansas City also reserved capacity in the Raymore elevated tank for future wholesale customers.

To reach a connection point adjacent to the Raymore elevated tank would require approximately 5 miles of main be installed north of the City along Route J. On the south end of the new service transmission main the City system can be connected at two locations, at a point on Highway J, just east of I-49 to an existing waterline at Branich Road. The second connection point would connect to a proposed main that will be relocated in preparation for the new 211th Street interchange.

Table VI.1 has a cost opinion for this water supply option. This opinion also includes a capacity charge of approximately \$820,000 for 1.0 MGD of capacity from Kansas City. This is based on the original construction cost of the transmission main and Kansas City's share of the Raymore elevated tank.

Table VI.1: Cost Opinion on Kansas City Supply

Item No.	Description	Quantity	Units	Unit Price	Cost
1	12" PVC	26,200	LF	\$55	\$1,441,000
2	Connections	4	EA	\$5,000	\$20,000
3	Valves	14	EA	\$3,000	\$42,000
4	Road Crossings	14	EA	\$10,000	\$140,000
5	Master Meter	1	EA	\$75,000	\$75,000
6	Air Release Valves	3	EA	\$2,000	\$6,000
7	Highway J Crossing	1	EA	\$20,000	\$20,000
8	Driveway Crossing	26	EA	\$2,000	\$52,000
9	Parking Lot Crossing	1	LS	\$10,000	\$10,000
10	Stream Crossing	190	FT	\$500	\$95,000
	(Directional Bore and Case)				
11	Flushing Hydrant	5	EA	\$3,750	\$18,750
12	SCADA Modifications	1	LS	\$5,000	\$5,000
13	Bond/Insurance/Mobilization	1	LS	\$60,000	\$60,000
14	Connection Fee	1	LS	\$820,000	\$820,000
Construction Cost					\$2,804,750
Contingency				15%	\$420,713
Engineering, Legal, & Admin.				10%	\$280,475.
Construction Observation				4.5%	\$126,214
Survey				5.0%	\$140,238
Total					\$3,772,389

If the City chooses to pursue a direct water supply from Kansas City, we recommend having an alternate bid for a 16-inch transmission main.

B. Water District No. 1 of Johnson County, KS

Water District No 1 of Johnson County Kansas (WaterOne) is located in eastern Johnson County. WaterOne has a supply capacity of 200 million gallons per day (MGD) and produces an average of 68 MGD. WaterOne utilizes water from the Kansas and Missouri rivers as well as alluvial wells adjacent to these rivers. WaterOne utilizes the following treatment processes:

- Aeration
- Rapid Mixing
- Softening via lime and soda ash addition
- Disinfection utilizing chlorine dioxide
- Chloramines for disinfection by-product control

- Filtration
- Fluoridation
- Alum and polymer addition
- Carbon Dioxide for pH balance
- Particulate removal through coagulation, sedimentation, and flocculation

In preliminary discussions between WaterOne and the City, a monthly service charge of \$139.30 and a rate of \$3.07 rate per 1,000 gallons were discussed. The City would need to get a guarantee from WaterOne of service arability equal to WaterOne’s existing customers. The City would need to install a waterline (approximately 11 miles) from the northwest portion of the City, north and west to near the intersection of 175th St. and Kenneth Rd. in Johnson County. Table VI.2 has a cost opinion for this option.

Table VI.2: Cost Opinion on WaterOne Supply

Item No.	Description	Quantity	Units	Unit Price	Cost
1	12" PVC	58,000	LF	\$55	\$3,190,000
2	Connections	2	EA	\$5,000	\$10,000
3	Valves	24	EA	\$3,000	\$72,000
4	Road Crossings	15	EA	\$10,000	\$150,000
5	Pump Station	2	EA	\$200,000	\$400,000
6	Master Meter	1	EA	\$75,000	\$75,000
7	Air Release Valves	6	EA	\$2,000	\$12,000
8	Highway Y Crossing	1	EA	\$25,000	\$25,000
9	Highway D Crossing	1	EA	\$25,000	\$25,000
10	Stream Crossing	100	FT	\$500	\$50,000
11	Stream Crossing	100	FT	\$500	\$50,000
12	Stream Crossing	90	FT	\$500	\$45,000
13	Ditch Crossing	2	EA	\$5,000	\$10,000
14	Railroad Crossing	1	LS	\$50,000	\$50,000
15	Driveway Crossing	62	EA	\$2,000	\$124,000
16	Flushing Hydrant	15	EA	\$3,750	\$56,250
17	SCADA Modifications	1	LS	\$25,000	\$25,000
18	Bond/Insurance/Mobilization	1	LS	\$130,000	\$130,000
Construction Cost					\$4,499,250
Contingency				15%	\$674,888
Engineering, Legal, & Admin.				10%	\$449,925
Construction Observation				4.5%	\$202,466
Survey				5.0%	\$224,963
Total					\$6,051,491

C. Tri-County Water Authority

Tri-County Water Authority (TCWA) has a supply capacity of 10.5 MGD and produces an average of 4.4 MGD. TCWA uses ground water from alluvial wells located south of the Missouri River, outside of Atherton, Missouri. Originally all the wells were vertical wells, but now a significant portion of the supply comes from a horizontal collector well. This well is closer to the Missouri River bank and is likely classified as groundwater under the direct influence of surface water (GWUDI). TCWA utilizes the following treatment processes:

- Iron removal through aeration
- Rapid Mixing
- Softening via lime and soda ash addition
- Disinfection utilizing gaseous chlorine
- Chloramines for disinfection by-product control
- Filtration
- Particulate removal through coagulation and sedimentation

All existing capacity south of Colbern Road is under contract with current members. In 2010, TCWA began investigating serving entities west of their current service area. Interested potential customers at that time included PWS No. 1 Jackson County (Grandview) and the City of Belton. This project has not moved forward at this time. The City could come to an agreement with an existing entity to purchase a portion of their water. TCWA has two water rate structures. The first is for all of the TCWA's capacity prior to 2005 and it charges \$1.87 per 1,000 gallons for water costs and \$2.43 per 1,000 gallons for fixed costs. For capacity created after 2005, the water costs are the same; however, the fixed costs fluctuate. An entity is required to pay a percentage of any debt service needed to fund the capacity construction equal to the percentage of that capacity purchased. This fixed cost will be divided equally over 12 months and is not dependent on water purchased. With no current capacity available, the City would have to fund required construction costs within TCWA or find themselves partners to team with for the construction. Based upon previous discussions with TCWA personnel, a connection fee of approximately \$3.5 million per 1 MGD of capacity is a reasonable assumption of what would be assessed to new customers. Currently, TCWA has facilities near the intersection of E. 215th St. and Ore Road, approximately 7 miles east of the City. Table VI.3 has a cost opinion for this option. This opinion also assumes a connection charge of \$3,500,000.

Table VI.3: Cost Opinion on TCWA Supply

Item No.	Description	Quantity	Units	Unit Price	Cost
1	12" PVC	35,800	LF	\$55	\$1,969,000
2	Connections	3	EA	\$5,000	\$15,000
3	Valves	17	EA	\$3,000	\$51,000
4	Road Crossings	11	EA	\$10,000	\$110,000
5	Pump Station	1	EA	\$200,000	\$200,000
6	Master Meter	1	EA	\$75,000	\$75,000
7	Driveway Crossings	36	EA	\$2,000	\$72,000
8	Highway 291 Crossing	1	LS	\$50,000	\$50,000
9	Railroad Crossing	1	LS	\$50,000	\$50,000
10	Air Release Valves	4	EA	\$2,000	\$8,000
11	Flushing Hydrant	10	EA	\$3,750	\$37,500
12	Stream Crossing	190	FT	\$500	\$95,000
	(Directional Bore and Case)				
13	SCADA Modifications	1	LS	\$5,000	\$5,000
14	Bond/Insurance/Mobilization	1	LS	\$85,000	\$85,000
15	Connection Fee	1	LS	\$3,500,000	\$3,500,000
	Construction Cost				\$6,322,500
	Contingency		15%		\$948,375
	Engineering, Legal, & Admin.		10%		\$632,250
	Construction Observation		4.5%		\$284,513
	Survey		5.0%		\$316,125
	Total				\$8,503,763

VII. WATER SUPPLY COMPARISON AND RECOMMENDATIONS

Four different suppliers were evaluated to provide potable water to the City. The evaluation consisted of construction costs involved in each alternate, water rates, future costs, and ease of construction. The four Suppliers are listed below:

Cass No. 2—Existing facilities on 211th and along Peculiar Drive. Supplier purchases water from KCMO (Section III.A)

KCMO—Connection at Raymore elevated tank on Highway J, south of Hubach Hill Rd., produces City’s existing supply (Section VI.A)

WaterOne—Connection near the intersection of 175th St. and Kenneth Rd in Johnson County, Kansas (Section VI.B)

TCWA— Connection near the intersection of E. 215th St. and Ore Rd (Section VI.C)

The advantage and disadvantage of each alternate is analyzed in Section VII.B. In order to help

distinguish between the alternates, a decision matrix was made to prioritize the advantages and disadvantages of each supplier.

A. Decision Matrix:

The following decision matrix was created in order to aid in selecting the appropriate supplier for recommendation. Points are then awarded to each supplier and the supplier with the most points is the recommended solution. Table VII.1 shows a breakdown of the matrix.

Table VII.1: Supplier Decision Matrix

Item	Consideration	Percent
1	20-Year Life Cycle Analysis	20
2	Water Rates	25
3	Capital Cost	20
4	Maintenance (Time) Requirements	10
5	Environmental	10
6	Accessibility	5
7	ROW Acquisition	5
8	Utility Consideration	5
		100

B. Benefits and Deficiencies of Each Alternate:

1. *Cass No. 2*

Benefits:

- Lowest capital costs
- Least amount of new waterline required
- No new right of way or easements required
- Most waterlines under the City’s responsibility are within City Limits.
- Land Disturbance permit not required for supply improvement

Deficiencies:

- Operation and Maintenance Fee in addition to water costs
- Cost for 15% water loss is required by contract
- If Cass 2 replaces/upgrades internal supply mains they may assess the City a portion of the cost as shared facilities, especially if additional flow is made available.

2. *Kansas City, MO*

Benefits:

- Lowest water rate

- Significant replacement or repairs on the new supply main are unlikely within 30 years or more after construction
- Lower capital costs than the WaterOne and TCWA construction
- Less right-of-way acquisition and easement requirements than WaterOne and TCWA options

Deficiencies:

- Capital costs higher than maintaining Cass No. 2 supply
- Greater chance of right-of-way, easement, and utility conflicts than Cass No. 2
- Larger area of disturbed land for construction than Cass No. 2
- City staff will have to monitor approximately 2.7 miles of waterline outside of City limits

3. *WaterOne*

Benefits:

- No connection fee
- Lower water rates than Cass No. 2 and TCWA

Deficiencies:

- This supply requires the most supply main construction.
- Largest chance of right-of-way, easement, and utility conflicts
- Inter-state design regulation differences
- City staff will have to monitor approximately 11 miles of waterline outside of City limits
- Larger capital costs than Cass No. 2 or Kansas City
- Largest area of disturbed land for construction

4. *Tri-County Water Authority*

Benefits:

- City may become a voting member of the Authority

Deficiencies:

- This supply is the most expensive.
- Largest connection fee
- Higher water rates than Kansas City and WaterOne.
- City staff will have to monitor approximately 7 miles of waterline outside of City limits
- Greater chance of right-of-way, easement, and utility conflicts than Cass No. 2 or Kansas City
- Larger area of disturbed land for construction than Cass No. 2 or Kansas City
- Second highest water rate

C. Weighted Decision Matrix for Each Option:

Below is a ranking of each supply based on the categories selected for this study. Each alternate with the “best” consideration for each category is awarded full points. Every other alternate is a percentage based on a comparison against the top ranked.

Table VII.2 Weighted Decision Matrix

Item	Consideration	Percent	Cass No. 2	KCMO	WaterOne	TCWA
1	20-Year Life Cycle Analysis	20	15	20	17	18
2	Water Rates	25	10	25	24	14
3	Capital Cost	20	20	7	5	3
4	Minimizing maintenance time	10	8	10	5	7
5	Environmental	10	10	8	4	6
6	Accessibility	5	5	4	2	3
7	ROW Acquisition	5	5	4	2	3
8	Utility Consideration	5	5	4	2	3
		100	78	82	61	57

The Kansas City, Missouri source is the high ranked supply based upon the results of the weighted decision matrix. This supply has the lowest water rates and the lowest capital costs of any of the three new suppliers. As water demands grow within the City and Cass No. 2, waterline improvements within Cass No. 2 necessary to feed water to the City are likely to be required. Associated costs for these improvements are likely to be shared with the City. A direct supply from Kansas City requires a one-time connection fee for construction of the existing transmission main. Future KCMO system improvements, however, will be paid for within the Kansas City rates, which also would be added to the Cass No. 2 rate, along with a 15% increase for water losses, if the City maintained its current water supply.

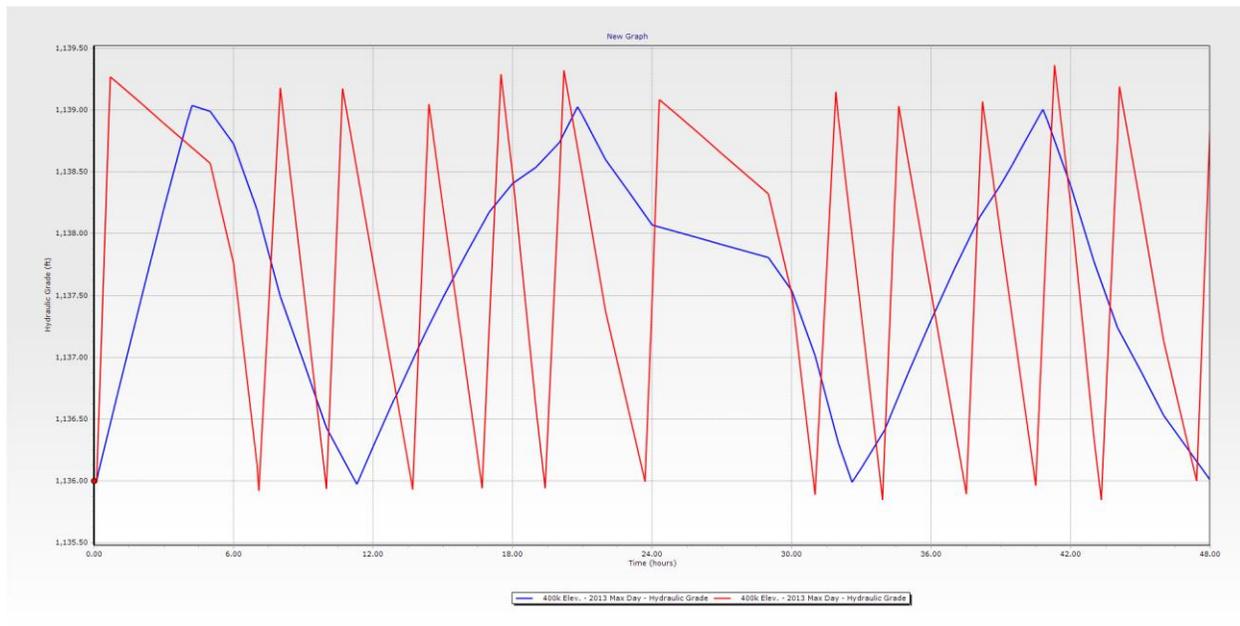
D. Kansas City, MO Hydraulics

Hydraulic analyses were performed for the same 18 scenarios identified in Section IV. To facilitate the water supply entering from a different location within the City’s distribution system, check valves and gate valves forming the four pressure zones were considered open or removed. Additionally, as there was no dedicated line to the ground storage tank, it was valved off for these trials. This allowed the City to operate as one large pressure zone. Table VII.3 contains the hydraulic results for utilizing the KCMO supply and none of the improvements from Section IX.

Table VII.3 – Hydraulic Results without Improvements and KCMO Supply			
Scenario	Low Pressure (psi)	Average Pressure (psi)	High Pressure (psi)
Year 2013			
• ADF	28.1	62.9	99.5
• MDF	28.0	62.8	99.4
• PHF	27.8	62.2	99.2
Year 2018			
• ADF	28.1	62.9	99.5
• MDF	28.0	62.7	99.4
• PHF	27.7	62.1	99.1
Year 2033			
• ADF	28.0	62.8	99.4
• MDF	27.9	62.6	99.3
• PHF	27.4	61.7	98.8

The only areas that did not meet the 35 psi goal were along the 12-inch transmission main from the KCMO supply. Without these two locations, the lowest pressure in the system would increase approximately 14 to 21 psi utilizing KCMO and one pressure zone. The average pressure would increase approximately 2 to 4 with this scenario; however, the highest pressure would drop approximately 15 to 19 psi. Figure VII.1 shows the hydraulic grade within the elevated storage while utilizing the existing (blue) and KCMO (red) supplies at 2013 demands.

Figure VII.1: Elevated Storage Tank Hydraulic Grades



With the entire system receiving flow and pressure from one source, the tank drains more rapidly, however, due to the pressure gradient from the Kansas City source, the City's tank also is replenished in much less time. Table VII.4 contains the modeling results for the KCMO supply with the improvements from Section IX.

Table VII.4 – Hydraulic Results with Improvements and KCMO Supply			
Scenario	Low Pressure (psi)	Average Pressure (psi)	High Pressure (psi)
Year 2013			
• ADF	28.1	62.9	99.5
• MDF	28.0	62.8	99.4
• PHF	27.8	62.5	99.2
Year 2018			
• ADF	28.1	62.8	99.5
• MDF	28.0	62.8	99.4
• PHF	27.8	62.4	99.1
Year 2033			
• ADF	28.0	62.8	99.4
• MDF	27.9	62.7	99.3
• PHF	27.5	62.1	98.9

The improvements did not make a large change on the low, average, and high pressures within the distribution system. With this water supply, the improvement to install a larger diameter waterline from Master Meter 1 can be eliminated. The rest of the improvements in Section IX should still be pursued to eliminate reduce water loss from deficient pipes and increase water quality by system looping.

Table VII.5 estimates rates and future water costs from the District and KCMO based upon the following assumptions:

- \$3,772,389 SRF Loan as described in Section XI below
- Water rate increases of 5% per year
- District O & M rate increases of 3% per year
- 1 repump charge from KCMO

Table VII.5 – Rate and Water Purchase Cost Opinions for future Water Suppliers

Source	Parameters	Year	
		2018	2033
Cass PWSD#2			
	Rate per 1,000 gallons* (Effective 5/1 ea. yr)	\$5.57	\$ 10.63
	Assumed Increase	5%/3%	5%/3%
	Cost of Water Purchased	\$ 581,248	\$ 1,491,786
Kansas City			
	Rate per 1,000 gallons** (Effective 5/1 ea. yr)	\$ 3.31	\$6.89
	Repumping fee per 1,000 gallons	\$ 0.30	\$0.63
	Assumed Increase	5.0%	5.0%
	Cost of Water Purchased	\$ 377,416	\$ 1,055,996
	Loan Repayment	\$ 241,988	\$ 241,988
	Total	\$ 619,404	\$ 1,297,984

*Water rate from Cass 2 consists of three components: Water cost from Kansas City, Cass 2 O&M cost, and Cass 2 debt service on shared facilities per Water Purchase Agreement (Annual rate increase is assumed at 5% for KC rate and 3% for O&M)

**Includes Kansas City as a direct water wholesaler at their wholesale restricted rate plus 1 repump charge (Annual rate increase is assumed at 5%)

VIII. Historical Operating & Maintenance Costs

The City prepares an annual budget and maintains records of revenues and expenses. A summary of the City's water department finances for the last two years is included in Table VIII.I.

Table VIII.1: Summary of Revenues and Expenses

	2011	2012	2013
<i>Beginning Balance</i>	\$1,266,286.79	\$1,161,548.79	\$1,236,239.00
<i>Revenues</i>			
<i>Revenue from water sales</i>			
Water Operating Revenues	\$744,362.00	\$798,257.36	\$922,402.00
Water Connection Fees	\$1,900.00	\$0.00	\$1,600.00
<i>Non-Operating Revenue</i>			
Interest Income	\$69,500.00	\$58,500.00	\$62,769.00
Penalties	\$31,000.00	\$25,000.00	\$0.00
Gain on sale of asset			\$846.00
Tower Rental	\$20,462.00	\$21,037.34	\$21,668.00
G.O. Principal	\$111,000.00	\$94,000.00	\$51,384.00
Total Revenue	\$978,224.00	\$996,794.70	\$1,060,669.00
<i>Expenses</i>			
<i>Cost of Sales</i>			

Cost of Water Purchased	\$304,171.30	\$423,765.83	\$419,630.00
Pump/Line Maintenance	\$5,571.00	\$10,179.74	\$22,718.00
Subtotal	\$309,742.30	\$433,945.57	\$442,348.00
<i>Operating Expenses</i>			
Salaries/Wages	\$170,371.00	\$162,440.06	\$166,429.00
Benefits/Payroll Taxes	\$66,343.00	\$62,725.77	\$84,781.00
Workers Compensation	\$4,000.00	\$0.00	\$4,250.00
Uniforms	\$1,192.00	\$865.85	\$1,238.00
Travel and Training	\$1,648.00	\$2,153.32	\$934.00
Employee Testing	\$0.00	\$0.00	\$353.00
Office Supplies	\$14,861.00	\$16,181.97	\$4,200.00
Dues and Subscriptions	\$1,137.00	\$2,006.94	\$2,136.00
Postage	\$4,985.00	\$4,755.80	\$3,363.00
Bankcard Fee	\$0.00	\$0.00	\$8,568.00
Office machines	\$2,147.00	\$3,835.73	\$4,150.00
Public hearing	\$0.00	\$0.00	\$344.00
Audit	\$3,000.00	\$0.00	\$3,075.00
Accounting	\$13,616.00	\$19,614.09	\$10,446.00
Legal	\$14,179.00	\$15,827.59	\$24,684.00
Litigation	\$0.00	\$3,052.56	\$4,505.00
Insurance	\$0.00	\$7,949.41	\$6,147.00
Engineering	\$5,500.00	\$9,351.42	\$6,086.00
Contractual Payroll	\$0.00	\$0.00	\$1,147.00
Contractual Economic Development	\$0.00	\$0.00	\$0.00
Contractual - Water	\$1,465.00	\$2,397.00	\$12,530.00
IT Maintenance	\$9,661.00	\$16,285.98	\$7,512.00
Hardware Costs	\$0.00	\$0.00	\$1,915.00
Software Costs	\$0.00	\$0.00	\$4,904.00
Communications	\$0.00	\$4,832.14	\$0.00
Telephone	\$3,000.00	\$0.00	\$1,398.00
Cell Phones	\$1,394.00	\$0.00	\$0.00
Shop Supplies	\$0.00	\$0.00	\$0.00
Administration Building	\$6,640.00	\$1,093.58	\$13,238.00
Public Works Building	\$5,860.00	\$0.00	\$4,240.00
Vehicle Insurance	\$1,000.00	\$0.00	\$2,100.00
Vehicle Maintenance	\$1,171.00	\$4,963.03	\$1,752.00
Fuel and Oil	\$6,428.00	\$5,630.82	\$5,170.00
Equipment Maintenance	\$0.00	\$2,936.09	\$0.00
Tower Maintenance	\$4,113.00	\$0.00	\$37.00
Meter Maintenance	\$1,944.00	\$1,773.18	\$6,578.00
Utilities	\$5,936.00	\$11,250.21	\$6,023.00

Equipment purchased	\$0.00	\$0.00	\$0.00
Capital Purchases	\$19,513.00	\$4,059.55	\$3,680.00
CIP Water	\$23,938.00	\$0.00	\$0.00
Existing Bond Principal Payment	\$172,500.00	\$175,000.00	\$229,313.00
Interest	\$122,000.00	\$120,500.00	\$128,199.00
Bond Fees	\$6,500.00	\$2,500.00	\$10,859.00
Transfers Out	\$0.00	\$13,500.00	\$193,105.00
Amortization			\$1,563.00
Subtotal	\$696,042.00	\$677,482.09	\$970,952.00
Total Expenses	\$1,082,962.00	\$1,111,427.66	\$1,413,300.00
Net Revenue	(\$104,738.00)	(\$114,632.96)	(\$352,631.00)
Ending Fund Balance	\$1,161,548.79	\$1,046,915.83	\$883,608.00

Table VIII.2 shows the breakdown of current City water rates. According to the “Water Rate Survey Results 2012” published by the Missouri Rural Water Association, the average Missouri city customer was charged \$32.14 for 5,000 gallons. The range of survey results was from \$9.50 to \$93.78 for 5,000 gallons. The average minimum charge for cities was \$13.56 per month, with a range from \$2.75 to \$46.12 per month.

Table VIII.2. Current Water Rates

Unit	City of Peculiar
Surcharge (Monthly Minimum Charge) 0 to 1,000 gallons	\$17.21
Each additional 1,000 gallons	\$12.77
Primacy fee (\$3 annual fee/meter to DNR)	\$0.25
Monthly bill for 5,000 gallons	\$68.54

The City’s average monthly bill is greater than the average for respondents to the Missouri Rural Water Association survey. Government funding agencies consider a monthly average water bills that exceed 2% of the median household income as an eligibility factor in determining qualifications for grant funding. The US Census Bureau lists a median household income of \$62,654 for the City (listed for the year 2010). Based on the City’s income level, 2% of the median household income would equal \$104.42 per month. This indicates that the City’s water rates are not excessive.

IX. Recommended Improvements:

After reviewing the system with the updated hydraulic model and based upon consultation with operating and management staff, several key improvements were selected. Each item is ranked in priority order. See enclosed System Map for all the improvements listed. Opinions of probable construction cost

are included in Section X.

A. Storage Requirements:

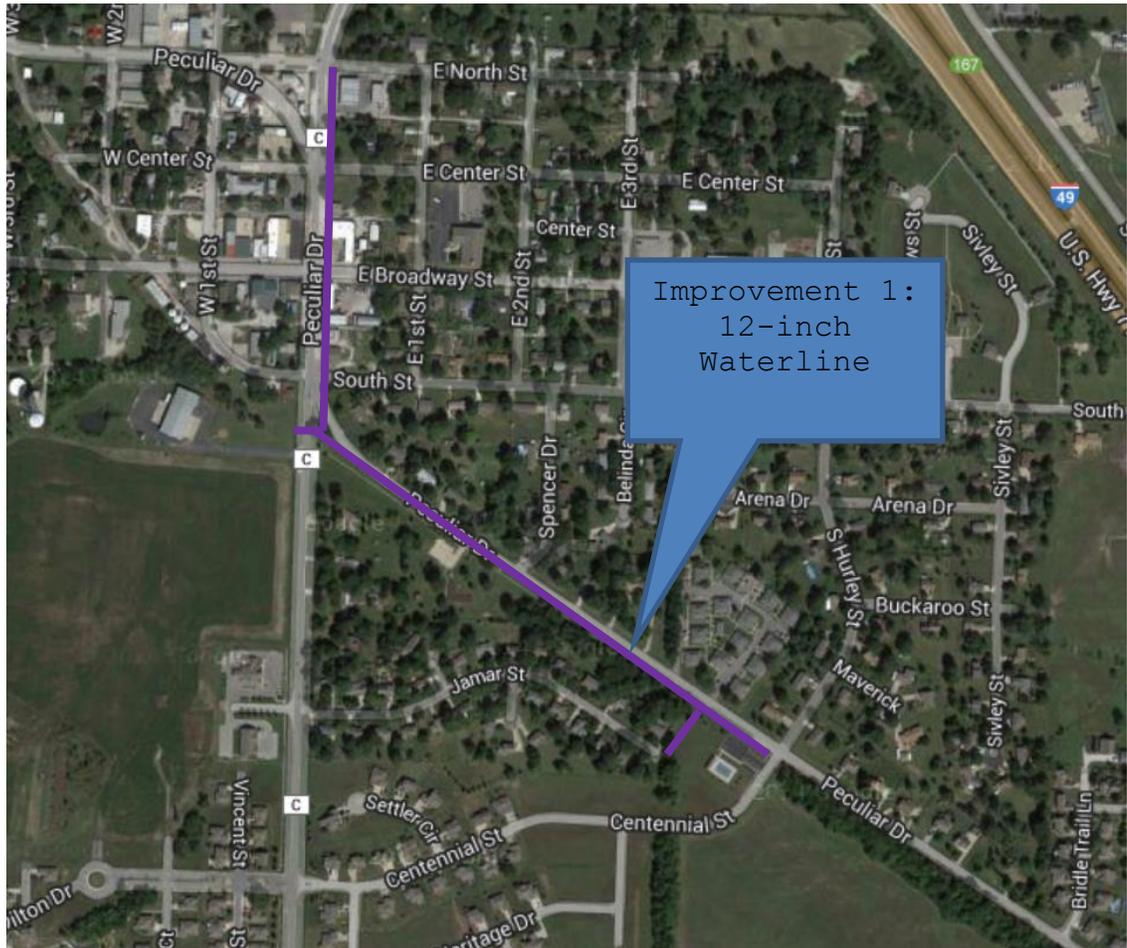
The current storage capacity of the City meets the DNR requirements; however, we recommend the City install passive mixing systems into both storage tanks. Mixing systems include separate inlets and outlets while often utilizing a single manifold pipe within a storage tank. Typically, a passive mixing system will utilize the pressure required to fill the tank to deliver water further away from where the inlet pipe penetrates the tank shell. The separate outlet will then be located apart from the inlet to avoid short-circuiting in the tank (to ensure the last water into the tank is not the first water out of the tank). Mixing systems reduce spikes in disinfection byproducts, disinfectant residual loss, and water age.

Currently, water is fed into the ground storage tank and then repumped into the elevated storage tank. The pumping facilities do not have emergency back-up power and thus the installation of a generator at this location is recommended. The generator should be connected into the City's SCADA system and include an automatic transfer switch. These options will allow the generator to turn on automatically and switch the pumps power source from its existing electrical service to generator.

B. Distribution Improvements:

A list of recommended distribution improvements (listed in order of priority) is shown below:

1. Install an 12-inch waterline along Peculiar Drive between the existing 12-inch at the intersection of Peculiar Drive and S. Hurley St. and the waterlines at the intersection of Main St. and E. North Rd., replacing the existing waterlines. This will loop part of the distribution system and replace smaller diameter waterlines.



2. Install 8-inch waterlines within the Spencer Addition along Clairmont St, Soryl Ave, and Hillcrest Drive. These will replace smaller diameter lines and relocate potable water lines greater than 10' from existing sewer lines as required by the DNR.



3. Install an 8-inch waterline along Harr-Grove Rd between Elm St. and Highway J, replacing the existing smaller diameter waterlines that are prone to breaks.



4. Install an 8-inch waterline along Elm St. between Gregory and School Rd, replacing the existing smaller diameter waterlines that are prone to breaks.



5. Install an 8-inch waterline along Gregory between Elm St. and Harr Grove Rd, replacing the existing smaller diameter waterlines that are prone to breaks.



The following improvements will increase system looping and should be made as City funds allow or when other projects occur in the area.

10. Looping Improvements to remove dead-end lines from distribution system and improve water loss:

- a. 1st St. south of Elm St. – 8” Loop



- b. Cindy Lane, west of Highway J – 8” Loop



- c. Centennial Farms as subdivision grows (Centennial Circle, Pioneer Dr. and Legacy Drive) – 8” Loop



- d. Alley south of W. Broadway St. and west of N. Main St. – 8” Loop



- e. Alley north of W. Broadway St. and west of N. Main St. – 8” Loop



- f. W. 2nd St. , north of W. Center St. – 6” Loop



- g. E. 2nd St., north of E. Broadway St. – 6” Loop



- h. W. 2nd St. , north of W. Broadway St. – 6” Loop



- i. Cross W. North St. at W. 1st St. – 6” Loop



- j. Cross Schug Ave. to 6” waterline, south of Summerskill Rd – 8” Loop



- k. Cross State Route YY at Quail Ridge Rd – 8” Loop



unauthorized entry alarm at the City’s pump station.

X. Opinions of Probable Cost

A summary of the opinions of cost for the system improvements outlined in Section IX (except looping improvements) is shown below in Table X.1. These recommended improvements have been prioritized according to the hydraulic analyses in Section IV. As development occurs, the timing of all or part of these improvements may be altered according to system requirements. A detailed opinion of probable cost for each improvement is included in Appendix C of this report.

Table X.1 - Cost Opinion of Recommended Improvements

Improvement	Probably Cost
Supply Improvement	\$3,772,389
Improvement 1	\$640,393
Improvement 2	\$369,941
Improvement 3	\$292,059
Improvement 4	\$261,482
Improvement 5	\$184,248
Improvement 6	\$452,156
Improvement 7	\$184,046
Improvement 8	\$278,154
Tank Mixing Systems (2)	\$100,000
Emergency Generator	\$35,000
Total	\$6,569,868

XI Funding Options

USDA – Rural Development

Rural Development Water and Wastewater loan and grant funds may be used to construct, enlarge, extend, or improve water and waste water systems in communities with a population of 10,000 or less. Funds are available to public entities such as municipalities, counties, special-purpose districts and Indian tribes. In addition, funds may be made available to corporations operated on a not-for-profit basis. Priority is given to public entities in areas with less than 5,500 population to restore a deteriorating water supply, or to improve, enlarge, or modify a water facility or inadequate waste facility. Also, preference is given for projects that merge small utilities and projects serving low-income communities. Eligibility for grant and loan funding is based on median household income (MHI), project costs and current rates.

Rural Development offers up to 75 percent grant funds in combination with loan funds for entities that qualify. Interest rates depend upon the MHI of the project area. These are market rate, intermediate rate, or poverty rate. The 2000 median household income (MHI) for Peculiar was \$44,768 according to U.S. Census Bureau information. RD is still using 2000 MHI figures in funding determinations. Since the State MHI exceeded the State Amended 2000 census figure of \$39,043, the City would only be eligible for 100% loan, at the current market interest rate of 4.375%. When RD adopts the 2010 data, the City's eligibility will not improve (City 2010 MHI \$62,654 to State's 2010 MHI of \$47,333). The 33-year loan amortization, with first two years interest only, results in lower annual payments when compared to other bond financing options. Security for a RD loan is normally provided by a revenue bond passed by a simple majority of votes cast.

State Revolving Fund and Rural Water Grant Program

This program is available through the DNR for both water and wastewater projects. The market interest rate is subsidized and the loan term is limited to a maximum of 20 years. Applicants are scored based on need. The annual application deadline is generally November 15th. Treatment and distribution projects are eligible, but reservoir projects are not. The current SRF drinking water loan fund interest rate is approximately 2.5% with fees included. Security for an SRF loan is also provided by voter approved revenue bonds. The City is currently on the list for this funding source for the direct KCMO source project (See Appendix D). City will need to advertise, conduct, and document an environmental assessment public hearing for this funding source.

Private Financing/Bond Issue

This is a common method of obtaining long term financing for projects. These bonds are retired from water revenues generated by the rate structure. Current bond rates for 20-year bonds are in the range 3.75-4.50%. The interest rates are low enough to be competitive with funding agencies such as Rural Development; however, the shorter term will result in higher annual payments. Again, a revenue bond issue must be approved by a majority of the votes cast in an election. The private market also requires higher reserve requirements to be generated by the rate structure. Using private financing may streamline project development by minimizing the number of review agencies before the project is approved for construction.

Table XI.1 details the effects these loans would have on the City's current water rates if all improvements were constructed and all 1,537 current customers purchased 5,000 gallons for the course of the loan. The last two columns represent a \$1.71 reduction in price per 1,000 gallon (\$8.85 decrease for 5,000 gallons) if the City were not paying the Cass No. 2 rate and only the Kansas City rate per 1,000 gallons.

Table XI.1 - Current Rates and Required Rate Adjustments

Current Avg. Water Usage per month per meter (gallons)	Average Residential Bill	Current Number of Residential Meters				Average Residential Bill minus current Cass 2 charges	
5,000	\$ 68.54	1,537					
USDA RD Loan/No Grants - Amount Funded	Interest Rate	Loan Period (Years)	Yearly Payment	Adjusted Average Residential Bill	% Increase 5,000 gallon bill	Adjusted Average Residential Bill with \$1.71 per 1,000 gallon reduction	% Increase 5,000 gallon bill
\$6,569,868	4.375%	33	\$379,898	\$ 89.14	30%	\$ 80.59	18%
SRF Loan/No Grants - Amount Funded	Interest Rate	Loan Period (Years)	Yearly Payment	Adjusted Average Residential Bill	% Increase 5,000 gallon bill	Adjusted Average Residential Bill with \$1.71 per 1,000 gallon reduction	% Increase 5,000 gallon bill
\$6,569,868	2.50%	20	\$421,438	\$ 91.39	33%	\$ 82.84	21%
SRF Loan/with \$500,000 Grant - Amount Funded	Interest Rate	Loan Period (Years)	Yearly Payment	Adjusted Average Residential Bill	% Increase 5,000 gallon bill	Adjusted Average Residential Bill with \$1.71 per 1,000 gallon reduction	% Increase 5,000 gallon bill
\$6,069,868	2.50%	20	\$389,365	\$ 89.65	31%	\$ 81.10	18%
Private Financing	Interest Rate	Loan Period (Years)	Yearly Payment	Adjusted Average Residential Bill	% Increase 5,000 gallon bill	Adjusted Average Residential Bill with \$1.71 per 1,000 gallon reduction	% Increase 5,000 gallon bill
\$6,569,868	4.25%	20	\$494,184	\$ 95.33	39%	\$ 86.78	27%

XII. Conclusion

Sections VI and VII discussed the City's future water supply options which included continuing with their current source (Cass #2) or purchasing water from a new source directly (Kansas City, Tri-County Water Authority, or WaterOne of Johnson County, KS). A weighted decision matrix was developed to help determine the best option for the City's water needs going forward. The matrix showed that purchasing water directly from Kansas City would be the best option for the City's water needs moving forward. Kansas City was the highest rank supplier based in the following criteria of the matrix:

- Lowest costs for 20-year life cycle analysis
- Lowest water rates

Hydraulic modeling showed that converting to a KCMO direct supply and utilizing one pressure zone (instead of the current four) would increase the low and average pressures within the distribution system but would reduce the highest pressures (down to approximately 99 psi from approximately 115 psi). All pressures would be within MDNR recommendations.

A yearly water cost opinion was then developed to compare KCMO to Cass 2 for the years 2018 and 2033. The Cass 2 water costs included yearly increases of 5% for the water rate and 3% for operating and maintenance costs. KCMO costs included an annual rate increase of 5% and a loan repayment of \$241,988 per year. Initially KCMO annual water costs were higher than Cass 2; however, during the year 2033 the KCMO water cost was approximately \$200,000 less than those from Cass 2.

With the City already on the SRF funding list, we recommend the City continuing talks with KCMO to get an acceptable water purchase agreement agreed upon.

Distribution system improvements were discussed in Section IX. These distribution system improvements initially focused on replacing deficient waterlines, followed by replacing small diameter waterlines, and finally looping and removing dead-ends. The City should prioritize the following five projects and strive to complete them as available funds and governmental assistance allows:

- Install a 12-inch waterline along Peculiar Drive from Hurley St. to Main St. and then north to E. North St.
- Installing 8-inch waterlines within the Spencer Addition Subdivision

- Replace the existing waterline on Harr Grove Rd.
- Replace the existing waterline on Elm St.
- Replace the waterlines on Gregory St. and Kayla Dr.

We recommend the City begin the application process for both SRF and RD funding for these projects.

Future waterlines that are not a part of the recommended improvements, but that are constructed inside the City, should be a minimum of 8-inches diameter in size. Also, as improvements and upgrades are constructed on the system, any lines 2 or 3-inches in diameter should be evaluated for replacement. Also, dead end mains should be looped to reduce water consumed by excessive flushing.

While this report evaluated the potential for system growth in the next twenty years, individual impacts of new subdivisions, industrial customers, and other large scale demands or system improvements should be reviewed on a case-by-case basis and compared with this report and previous studies to determine what improvements are necessary.

APPENDIX A

Water Purchase and Sales Contracts

APPENDIX B

Hydraulic Analysis Reports

APPENDIX C

Opinions of Probable Cost

APPENDIX D

SRF Intended Use Planning List Letter



Project Manual

Manual of Practice for Water Main Extensions For The City of Peculiar, MO 2014

Project No. 0313045.01



LARKIN
LAMP RYNEARSON

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Leaving A Legacy Of Enduring Improvements To Our Communities
Purpose Statement

**MANUAL OF PRACTICE FOR
WATER MAIN EXTENSIONS
For
PECULIAR, MISSOURI**

<u>SUBJECT</u>	<u>PAGE TO PAGE (INCLUSIVE)</u>
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01010 - Summary of Work – General.....	1 : 5
01340 - Shop Drawings, Product Data and Samples.....	1 : 4
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03300 - Cast In Place Concrete	1 : 10

CONSTRUCTION STANDARDS

1. General Notes
2. Thrust Block Detail
3. Stream Crossing
4. Test Meter Installation
5. Standard Fire Hydrant Detail
6. Standard Hydrant Installation with 90° Bend
7. End-of-Line Fire Hydrant Detail
8. Straddle Block
9. Air Release Valve Detail
10. Pavement Restoration
11. Casing Detail
12. State Highway Crossing
13. City and County Road Crossing
14. Backfill
15. Service Connection

DETAILED SPECIFICATIONS

PART 1 - GENERAL**1.00 FOREWORD**

- A. The provisions of this Section take precedence over the other provisions in these Specifications.

1.01 INSURANCE

- A. Insurance for this Contract shall be types and amounts as outlined below:
1. Contractor's Liability:
 - a. Workers' Compensation:
 - (1) State: Statutory
 - (2) Applicable Federal: Statutory
 - (3) Employer's Liability:
 - \$2,250,000.00 Each Accident
 - \$2,250,000.00 Disease, Policy Limit
 - \$350,000.00 Disease, Each Employee
 - (4) Broad Form All States Endorsement:
 - (5) Benefits required by union labor contracts: As applicable.
 - b. Commercial General Liability:
 - \$2,250,000.00 General Aggregate
 - \$2,250,000.00 Products-Completed Operations Aggregate
 - \$2,250,000.00 Personal and Advertising Injury
 - \$2,250,000.00 Each Occurrence
 - c. Products and Completed Operations Insurance shall be maintained for a minimum period of 2 years.
 - d. The general aggregate shall apply to this project only.
 - e. Automobile Liability (owned, non-owned, hired):
 - \$2,250,000.00 Bodily Injury & Property Damage
 - (Combined Single Limit)
 - f. Umbrella Excess Liability:
 - (1) Total insurance on all risks to be a minimum of \$2,250,000.00
 - g. Owner's protective liability in the name of the Owner and Engineer in the amount of \$2,250,000.00. A copy of the policy shall be furnished to owner and engineer before notice to proceed will be issued.
 2. Property Insurance:
 - a. The Contractor will purchase property insurance including coverage for all materials and equipment to be incorporated or used in the Project when stored off the site or when in transit.
 - b. The Contractor shall purchase the following:
 - (1) All-Risk type in the amount equal to completed value.
 3. Bonds:
 - a. Performance Bond and Payment Bond:
 - (1) Required.

- b. Required bonds shall be in the amount of:
 - (1) Performance:
 - (a) 100% of Contract Sum.
 - (2) Payment:
 - (a) 100% of Contract Sum and as required to comply with Section 107.170 RsMo.
 - (3) Form of bonds shall be:
 - (a) EJCDC or AIA and as required by Section 107.170 RsMo.
 - 4. Other instructions related to bonds or insurance:
- B. The insuring company shall deliver to the Owner together with all certificates of required insurance a letter signed by an authorized representative and certifying that all provisions of the insurance requirements are complied with. Form of the letter is bound in these Specifications following the proposal form, except copy of Owner's protective liability policy shall be required in addition thereto.
 - C. The Contractor may not begin work of any nature until all insurance requirements are met and approved by the Owner's attorney.

1.02 SPECIFICATIONS

- A. The specifications which shall govern the materials and equipment to be furnished and the work to be performed in the construction of the work under this Contract are identified and indexed in the Table of Contents at the beginning of this volume.
- B. No attempt has been made in the designated specifications to segregate work to be performed by any trade or subcontract under any one specification or part thereof. Any segregation between the trade or craft jurisdictional limits will be solely a matter of agreement between the Contractor and his employees and his subcontractors.

1.03 CHANGES, APPROVAL OF MATERIALS, AND AUTHORITY OF CONSTRUCTION REPRESENTATIVE

- A. Wherever the words "or equal" appear in the Plans and Specifications the Engineer shall be the sole judge as to whether an alternate product is equal to the product or trade name mentioned.
- B. The Contractor shall submit to the Engineer at least six copies of shop drawings, catalog data, supporting data, specifications, etc., on all items of equipment and materials before ordering same. No equipment or material of any kind may be placed in the work until the Contractor and the Construction Representative have received written approval either by letter or by drawings, etc., stamped "Approved-Final." It shall also be the Contractor's responsibility to point out any variations from the Engineer's specifications in any items submitted for approval.
- C. The project shall be constructed in accordance with the Contract Plans and Specifications unless a change order is received in writing from the Kansas City office of Larkin Group,

Inc. The Construction Representative will make general inspection of the construction, but will have no authority to make or to allow changes in design or construction. Request for changes desired by the Contractor shall be submitted by him in writing to the Engineer sufficiently in advance to allow proper investigation and consideration. Otherwise, the Engineer will not be responsible for delays.

1.04 MAINTENANCE OF TRAFFIC

- A. The Contractor shall conduct his work so as to interfere as little as possible with public travel, whether vehicular or pedestrian; whenever it is necessary to cross, obstruct, or close roads, driveways, and walks, whether public or private. The Contractor shall at his own expense provide and maintain suitable and safe bridges, detours, or other temporary expedients for the accommodation of public and private travel, and shall give reasonable notice to owners of private drives before interfering with them; provided however, that such maintenance of traffic will not be required at any point where the Contractor has obtained permission from the owner and tenant of private property, or from the authority having jurisdiction over the public property involved, to obstruct traffic at any designated point thereon and for the duration of whatever period of time as may be agreed upon.

1.05 EXISTING UNDERGROUND INSTALLATIONS AND STRUCTURES

- A. Pipe lines and other existing underground installations and structures in the vicinity of the work to be done hereunder are not indicated on the plans. The Contractor shall make every effort to locate all underground pipe lines, conduits and structures by contacting owners of underground utilities and by prospecting in advance of trench excavation.
- B. Any delays or extra cost to the Contractor caused by pipe lines or other underground structures or obstructions not shown by the plans, or found in locations different than those indicated, shall not constitute a claim for extra work, additional payment, or damages.

1.06 SUBSURFACE CONDITIONS

- A. Contractor is to satisfy himself as to the nature of the material to be encountered, including rock excavation and possible ground water and take all conditions into account in his bid.

1.07 EROSION CONTROL

- A. The Contractor will be required to exercise reasonable erosion control of disturbed areas during the construction period through the use of check dams, siltation pools, mulching, etc.

1.08 HISTORICAL/ARCHAEOLOGICAL

- A. If, during the course of construction, evidence of deposits of historical or archaeological interest is found, the Contractor shall cease operations affecting the find and shall notify the Owner, who shall notify the Missouri Department of Natural Resources and the Director, Division of Parks & Historical Preservation, P. O. Box 176, 205 Jefferson Street, Jefferson City, MO 65102, phone (573) 751-7858.
- B. No further disturbance of the deposits shall ensue until the Contractor has been notified by the Owner that he may proceed. The Owner will issue a notice to proceed only after the state official has surveyed the find and made a determination to the Environmental Protection Agency and the Owner. Compensation to the Contractor, if any, for lost time or changes in construction to avoid the find, shall be determined in accordance with changed conditions or change order provisions of these Specifications.

1.09 COMPLIANCE WITH LAWS

- A. The Contractor shall comply with all applicable Federal, State, and local laws and ordinances.

1.10 "OR EQUAL" STATEMENT

- A. When a manufacturer's name is used in these Specifications it is used to establish a standard and the words "or equal," if not stated, are implied.

1.11 PAYMENT TO CONTRACTOR

- A. The field representative and Contractor shall prepare and submit a monthly pay estimate to the Engineer for approval on or before the twentieth day of each month. Request for payment received after the first day of the month will not be considered. This will ensure that no unnecessary delays in payment to contractors will result.
- B. The Engineer will recommend or reject pay estimates within a period of 5 days after receipt of these estimates. The Owner shall pay the contractor the approved amount due within a period of thirty (30) days from the Engineer's approval.
- C. If the Owner fails to make payment thirty (30) days after approval by the Engineer, in addition to other remedies available to the contractor, then shall be added to each such payment interest at the maximum legal rate commencing on the first day after said payment is due and continuing until the payment is received by the Contractor. The legal rate of interest shall be as specified in 34.057 RSMo, latest revision.

1.12 CONSTRUCTION SCHEDULE

- A. The Contractor shall provide a schedule of construction activities within 30 days after

initiation of construction. This schedule must show anticipated progress and the estimated dollar amount that will be requested each month. This schedule must be periodically updated to ensure accuracy. The schedule shall be revised if a variation of more than 10 percent occurs.

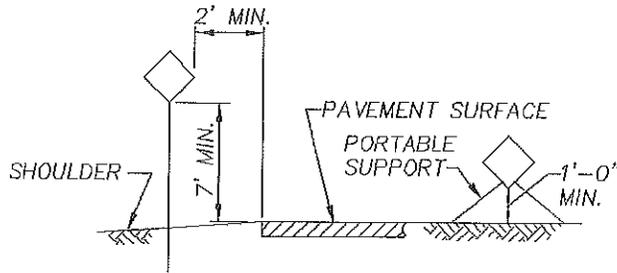
1.13 ONE HUNDRED PERCENT PERFORMANCE AND PAYMENT BOND

- A. The Contractor shall provide separate Performance and Payment Bonds, each in the amount of 100 percent of the contract amount.

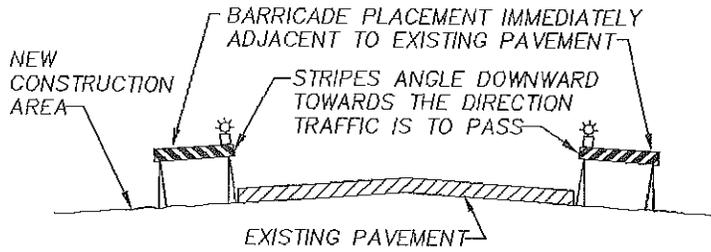
1.14 GENERAL TRAFFIC CONTROL REQUIREMENTS (ATTACHED SIGNING SHEETS)

- A. All signing and traffic control devices shall conform to the "Manual on Traffic Control Devices".
- B. The attached detail signing sheet(s) apply to a restricted roadway width caused by the Contractor's construction activities. If construction activity of the Contractor is located off the roadway, then the minimum signing will be required. W 20-1 ROAD WORK AHEAD and G 20-2 END OF ROAD WORK.
- C. Extended work areas may require additional signing.
- D. A minimum of one lane in each direction must be provided at the end of each work day.
- E. All roadways which are closed due to the Contractor's construction activities shall be provided with Detour signing and appropriate barricades.

END OF SECTION

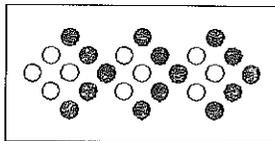


TYPICAL SIGN PLACEMENT



LATERAL PLACEMENT OF CHANNELIZING DEVICES

<u>TYPE</u>	<u>MIN. SIZE</u>	<u>MIN. # LAMPS</u>	<u>USAGE</u>
A	24"x48"	12	LOW SPEED STREETS 25-30 MPH
B	30"x60"	13	INTERMEDIATE SPEED STREETS 35-45 MPH
C	48"x96"	15	HIGH SPEED STREETS 50-55 MPH



ARROW DISPLAY SHALL BE SET IN THE (LEFT OR RIGHT) SEQUENTIAL CHEVRON MODE FOR LANE CLOSURES.

USE OF A TYPE "C" DISPLAY AT AN "A" OR "B" LOCATION OR USE OF A TYPE "B" DISPLAY AT AN "A" LOCATION IS ALLOWABLE. TYPE "B" DISPLAY MAY BE USED FOR MOVING MAINTENANCE OPERATIONS.

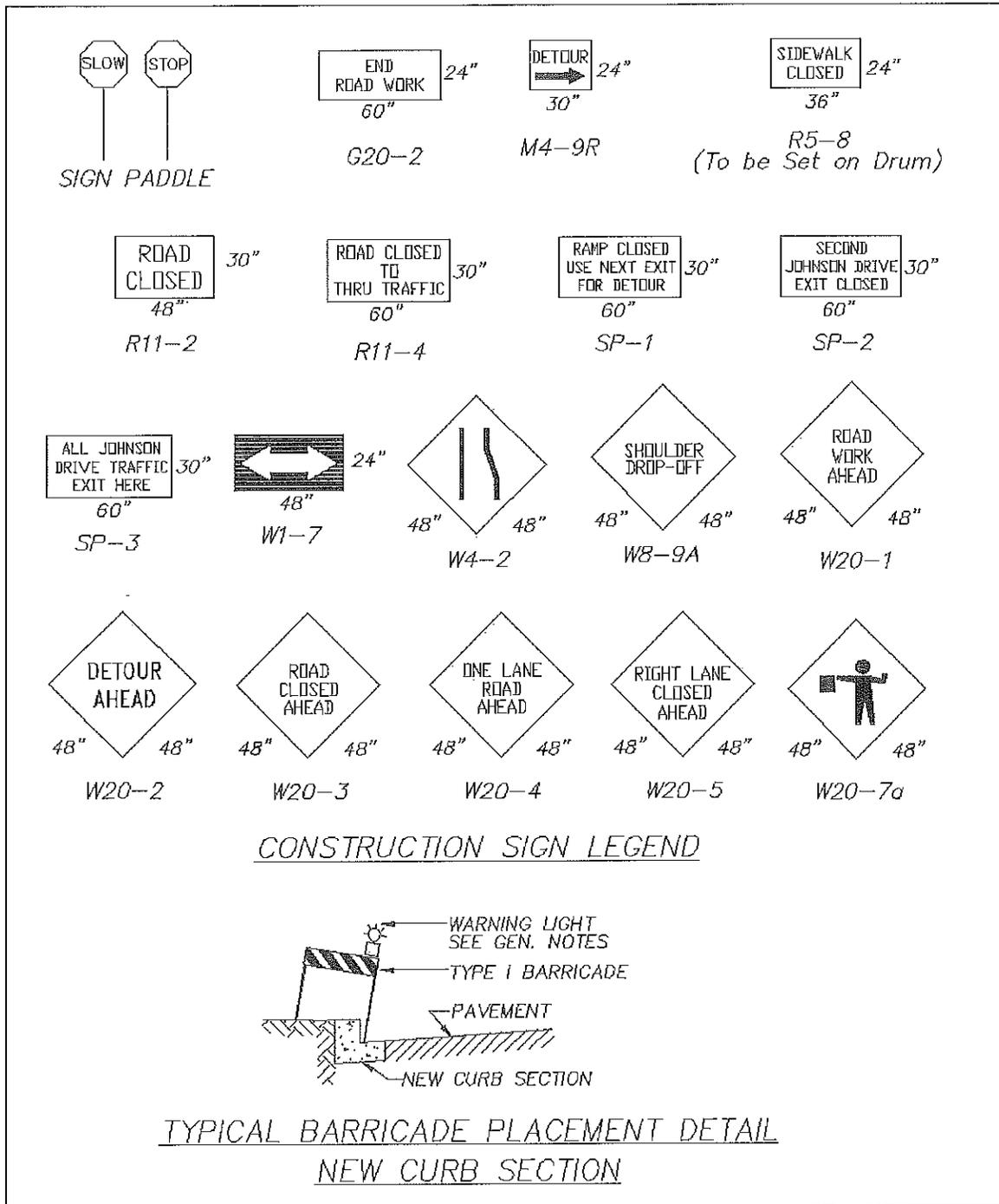
ADVANCE WARNING ARROW DISPLAY



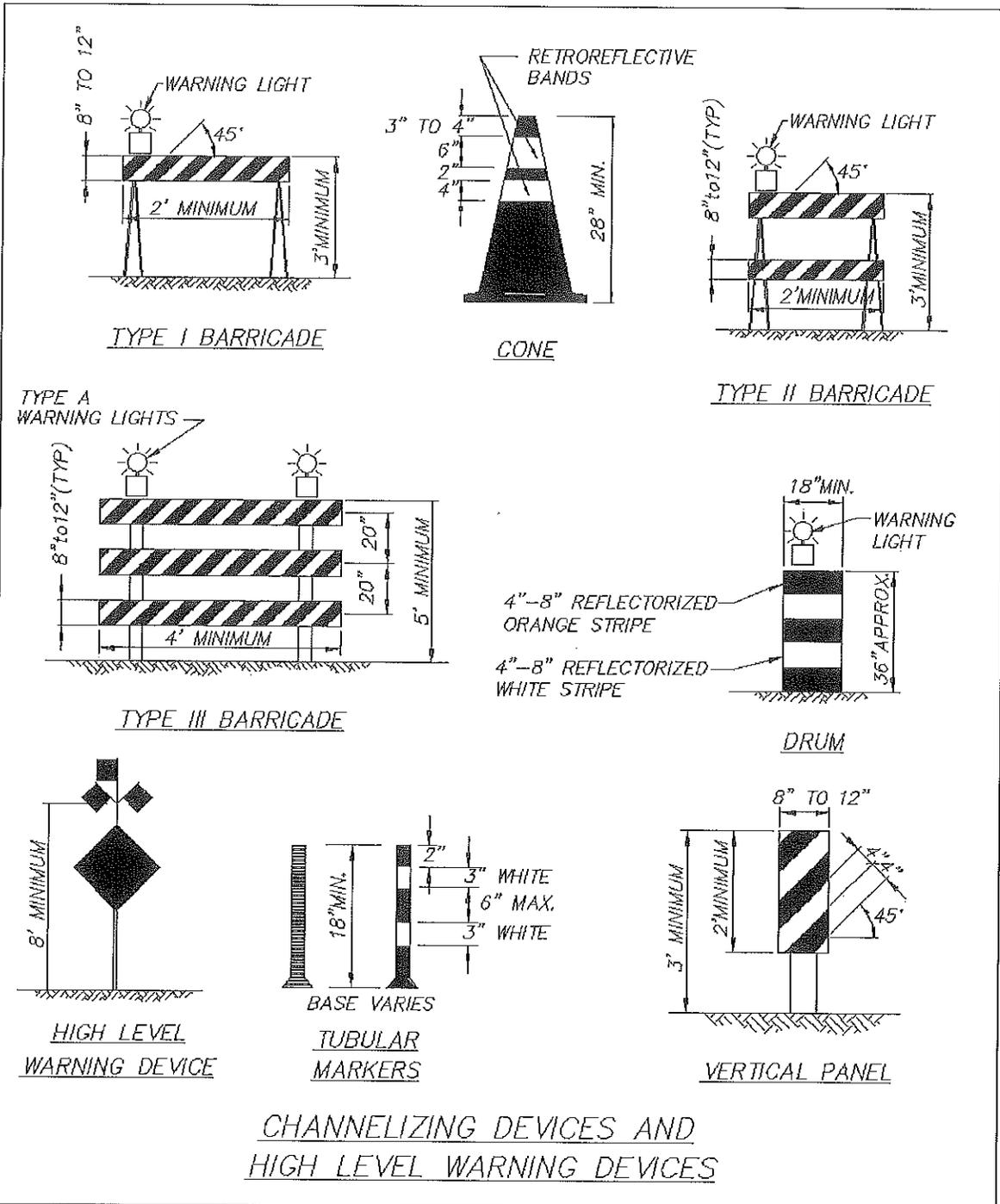
TITLE LINE #1
TITLE LINE #2
TITLE LINE #3

SHEET_NAME

Date:
Drawn By
Checked by
Approved by
File:
Job#



 <p>LARKIN GROUP 3200 WARD PARKWAY, SUITE 400 KANSAS CITY, MISSOURI 64114 (816) 361-0440</p>	TITLE LINE #1 TITLE LINE #2 TITLE LINE #3	Date: Drawn By: Checked by: Approved by: File: Job#
	SHEET_NAME	



TITLE LINE #1	
TITLE LINE #2	
TITLE LINE #3	
SHEET_NAME	

Date:	
Drawn By:	
Checked by:	
Approved by:	
File:	
Job#:	

PART 1 - GENERAL**1.01 SECTION INCLUDES**

- A. Work covers construction located within the city limits of Peculiar, Missouri or for any work done for the City of Peculiar..
- B. Contractor's duties:
1. Except as specifically noted, provide and pay for:
 - a. Labor, materials, and equipment.
 - b. Tools, construction equipment, and machinery.
 - c. Water, heat, and utilities required for construction.
 - d. Other facilities and services necessary for proper execution and completion of work.
 2. Pay legally required consumer, and use taxes. If Contractor contracts with the City a Missouri Project Exemption Certificate for sales tax will be furnished for the project.
 3. Secure and pay for, as necessary for proper execution and completion of work, and as applicable at time of receipt of bids:
 - a. Permits.
 - b. Government fees.
 - c. Licenses.
 4. Give required notices.
 5. Comply with codes, ordinances, rules, regulations, orders, and other legal requirements of public authorities which bear on performance of work.
 6. Promptly submit written notice to Engineer of observed variance of Contract Documents from legal requirements.

It is Contractor's responsibility to make certain that drawings and specifications comply with codes and regulations.

 - a. Appropriate modifications to Contract Documents will adjust necessary changes.
 - b. Assume responsibility for work known to be contrary to such requirements, without notice.
 7. Enforce strict discipline and good order among employees. Do not employ on work:
 - a. Unfit persons.
 - b. Persons not skilled in assigned task.
 8. Comply with prevailing wage law requirements.
 9. Comply with nondiscrimination requirements.
 10. Perform all supervision and work necessary to provide safe working conditions for completion of all required excavation and construction work.
 11. Verify dimensions indicated on drawings with field dimensions before fabrication or ordering of materials. Do not scale drawings.
 12. Notify Owner of existing conditions differing from those indicated on the Drawings. Do not remove or alter structural components without prior written approval.

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 - a. Unfit persons.
 - b. Persons not skilled in assigned task.
 8. Comply with prevailing wage law requirements.
 9. Comply with nondiscrimination requirements.
 10. Perform all supervision and work necessary to provide safe working conditions for completion of all required excavation and construction work.
 11. Verify dimensions indicated on drawings with field dimensions before fabrication or ordering of materials. Do not scale drawings.
 12. Notify Owner of existing conditions differing from those indicated on the Drawings. Do not remove or alter structural components without prior written approval.

13. All licenses, permits, certificates, bonds, etc., required in connection with the work to be performed under the provisions of these Contract Documents on highway railroad right-of-way, or special road district right-of-way shall be secured by the Contractor entirely at his own expense.

1.02 CONTRACTOR USE OF PREMISES

- A. Confine Operations at site to areas permitted by:
 1. Law.
 2. Ordinances.
 3. Permits.
 4. Contract Documents.
 5. Owner.
- B. Do not unreasonably encumber site with materials or equipment.
- C. Assume full responsibility for protection and safekeeping of products stored on premises.
- D. Move any stored products which interfere with operations of Owner.
- E. Obtain and pay for use of additional storage or work areas needed for operations.
- F. Use of site.
Exclusive and complete for execution of work, except:
 1. Contractor shall maintain access to existing facilities.
 2. Owner shall have access to existing facilities.
- G. Operation of the existing facilities:
 1. It is essential that the existing facilities be kept in operation during the construction period. Short periods of shutdown will be possible to permit modifications or connections to or tie in with existing facilities. The time period will vary with Owner usage at different times of the day.
 2. In some instances it will be necessary to complete and put new facilities into operation prior to commencing work on existing facilities which would require their removal from service.
 3. Where interruption of existing facilities are necessary, the Contractor is to plan his work in cooperation with facility operating personnel for the least possible disruption of service. Night or weekend work may be necessary. When facility operation must be suspended because of the Contractor's work, he shall have all necessary materials and equipment on hand, and have ample work force available prior to beginning the work.

1.03 POSITION, GRADIENT, AND ALIGNMENT

- A. All construction work shall be done to the lines and grades shown on the Plans. The Engineer will establish on the site the required benchmarks and base lines. Detailed survey and staking for location and grade of individual structures or other construction, as well as measurements and elevations within structures, shall be performed by the Contractor.
- B. Any work done without being properly located and established by base lines, offset stakes, benchmarks, or other basic reference points, may be ordered removed and replaced at the Contractor's expense.

1.04 PROTECTION AND MAINTENANCE OF PUBLIC AND PRIVATE PROPERTY

- A. Protect, shore, brace, support, and maintain all underground pipes, conduits, drains, and other underground construction uncovered or otherwise affected by the construction work performed. All pavement, surfacing, driveways, curbs, walks, buildings, utility poles, guy wires, and other surface structures affected by construction operations in connection with the performance of the Contract shall be restored to the original condition thereof as determined and approved by the Engineer. All replacements of such underground construction and surface structures or parts thereof shall be made with new materials conforming to the requirements of these Specifications or, if not specified, as approved by the Engineer.
- B. The Contractor shall be responsible for all damage to streets, roads, highways, railroads, shoulders, ditches, embankments, culverts, bridges, power transmission lines, oil lines, gas lines, or other public or private property or facility, regardless of location or character, which may be caused by moving, hauling, or otherwise transporting equipment, materials, or men to or from the work or any part or site thereof, whether by him or his subcontractor or subcontractors. The Contractor shall make satisfactory and acceptable arrangements with the owner of, or the agency or authority having jurisdiction over, the damaged property or facility concerning its repair or replacement or payment of costs incurred in connection with said damage.
- C. The Contractor shall conduct his work so as to interfere as little as possible with public travel, whether vehicular or pedestrian; whenever it is necessary to cross, obstruct, or close roads, driveways, and walks, whether public or private. The Contractor shall, at his own expense, provide and maintain suitable and safe bridges, detours, or other temporary expedients for the accommodation of public and private travel, and shall give reasonable notice to owners of private drives before interfering with them; provided however, that such maintenance of traffic will not be required at any point where the Contractor has obtained permission from the owner and tenant of private property, or from the authority having jurisdiction over the public property involved, to obstruct traffic at any designated point thereon and for the duration of whatever period of time as may be agreed upon.

1.05 INSPECTION BY PUBLIC AGENCIES

- A. Authorized representatives of the Engineers and Owner shall have access to the work wherever it is in preparation or progress. The Contractor shall provide proper facilities for such access and inspection.

1.06 CONTRACTOR'S RESPONSIBILITY FOR MATERIALS

- A. The Contractor shall be responsible for the condition of all materials furnished by him, and he shall replace at his own cost and expense any and all such material found to be defective in design or manufacture, or which has been damaged after delivery. This includes the furnishing of all materials and labor required for replacement of any installed material which are found to be defective at any time prior to the expiration of 1 year from the date of final payment.

10.7 SITE

- A. Necessary easements for construction of water lines under this contract will be provided by the Owner. Information on water construction easement width may be obtained from the Owner. The Contractor shall confine his operations to the site or easement provided, or make other arrangements with the property owner. Any and all cost agreed to between the Contractor and property owners for special arrangements shall be paid by the Contractor and shall not constitute a claim for extra payment.

1.08 PROTECTION OF WATER SUPPLIES

- A. Water supply interconnections:
There shall be no physical connection between a public or private potable water supply system and a sewer, or appurtenance thereto which would permit the passage of any sewage or polluted water into the potable supply.

1.09 EXPLANATION OF PROPOSAL

- A. The Owner reserves the right to select any or all alternates. The best and lowest bid will be determined by bidder's qualifications and the low total price for the base bid and the alternate bid items selected by the Owner.
- B. Bid:
1. The bid includes complete construction of the project, ready for use.
 2. Construct work under the unit price or lump sum prices as called for in the Proposal.
- C. Contractor guarantees his/her work for a one (1) year period after completion of the project.

1.10 "OR EQUAL" STATEMENT

- A. When a manufacturer's name is used in these Specifications it is used to establish a standard and the words "or equal", if not stated, are implied.

PART 2 - PRODUCTS

Not applicable to this section.

PART 3 - EXECUTION

Not applicable to this section.

END OF SECTION

PART 1 - GENERAL

1.01 SECTION INCLUDES

- A. Shop Drawings, Product Data, and Samples required by specification sections.

1.02 RELATED SECTIONS

- A. Section 01700: Project Closeout
- B. Section 01720: Project Record Documents

1.03 SHOP DRAWINGS

- A. Original drawings, prepared by Contractor, subcontractor, supplier or distributor, which illustrate some portion of the Work; showing fabrication, layout, setting or erection details.
- B. Prepared by a qualified detailer.
- C. Identify details by reference to sheet and detail numbers shown on Contract Drawings.
- D. Reproductions for submittals:
Opaque diazo prints or blueprints, or blacklines on bond.

1.04 PRODUCT DATA

- A. Manufacturer's standard schematic drawings:
 - 1. Modify drawings to delete information which is not applicable to project.
 - 2. Supplement standard information to provide additional information applicable to project.
- B. Manufacturer's catalog sheets, brochures, diagrams, schedules, performance charts, illustrations, and other standard descriptive data.
 - 1. Clearly mark each copy to identify pertinent materials, products or models.
 - 2. Show dimensions and clearances required.
 - 3. Show performance characteristics and capacities.
 - 4. Show wiring diagrams and controls.

1.05 CONTRACTOR RESPONSIBILITIES

- A. Review Shop Drawings, Product Data, and Samples prior to submission.

- B. Verify:
 - 1. Field measurements.
 - 2. Field construction criteria.
 - 3. Catalog numbers and similar data.
- C. Coordinate each submittal with requirements of Work and of Contract Documents.
- D. Contractor's responsibility for errors and omissions in submittals is not relieved by Engineer's review of submittals.
- E. Contractor's responsibility for deviations in submittals from requirements of Contract Documents is not relieved by Engineer's review of submittals, unless the Engineer gives written acceptance of specific deviations.
- F. Notify Engineer, in writing at time of submission, of deviations in submittals from requirements of Contract Documents.
- G. Begin no work which requires submittals until submittal approval.
- H. After Engineer's review, distribute copies.

1.06 SUBMISSION REQUIREMENTS

- A. Schedule submissions at least 10 days before dates approved submittals will be needed.
- B. Submit number of copies of Shop Drawings, Product Data, and Samples which Contractor requires for distribution plus three copies which will be retained by the Engineer.
- C. Submit number of Samples specified in each of Specification sections.
- D. Accompany submittals with transmittal letter, in duplicate, containing:
 - 1. Date.
 - 2. Project title and number.
 - 3. Contractor's name and address.
 - 4. The number of each Shop Drawing, Product Data, and Sample submitted.
 - 5. Notification of deviations from Contract Documents.
 - 6. Other pertinent data.
- E. Submittals shall include:
 - 1. Date and revision dates.
 - 2. Project title and number.
 - 3. The names of:
 - a. Engineer.
 - b. Contractor.
 - c. Subcontractor.
 - d. Supplier.

- e. Manufacturer.
- f. Separate detailer when pertinent.
4. Identification of product or material.
5. Relation to adjacent structure or materials.
6. Field dimensions, clearly identified.
7. Specification section number.
8. Applicable standards, such as ASTM number or Federal Specification.
9. A blank space, 3 inches by 5 inches, for the Engineer's stamp.
10. Identification of deviations from Contract Documents.
11. Contractor's stamp, initialed or signed, certifying to review of submittal, verification of field measurements and compliance with Contract Documents.

1.07 RESUBMISSION REQUIREMENTS

- A. Shop Drawings:
 1. Revise initial drawings as required and resubmit as specified for initial submittal.
 2. Indicate on drawings any changes which have been made other than those requested by Engineer.
 3. Product Data and Samples:
Submit new data and samples as required for initial submittal.

1.08 DISTRIBUTION OF SUBMITTALS AFTER REVIEW

- A. Distribute copies of Shop Drawings and Product Data which carry Engineer's stamp, to:
 1. Contractor's file.
 2. Job-site file.
 3. Record Documents file.
 4. Subcontractors.
 5. Supplier.
 6. Fabricator.
- B. Distribute samples as directed.

1.09 ENGINEER'S DUTIES

- A. Review submittals with reasonable promptness.
- B. Review for:
 1. Design concept of project.
 2. Information given in Contract Documents.

- C. Review of separate item does not constitute review of an assembly in which item functions.
- D. Affix stamp and initials or signature indicating review of submittal.
- E. Return submittals to Contractor for distribution.

END OF SECTION

PART 1 - GENERAL**1.01 SECTION INCLUDES:**

- A. Substitutions and product options.

1.02 RELATED SECTIONS

- A. Section 01340: Shop Drawings, Product Data, and Samples.

1.03 PRODUCTS LIST

- A. Within 30 days after date of Contract, submit to Engineer 5 copies of complete list of all products which are proposed for installation.
- B. Tabulate list by each Specification section.
- C. For products specified under reference standards, include with listing of each product:
 - 1. Name and address of manufacturer.
 - 2. Trade name.
 - 3. Model or catalog designation.
 - 4. Manufacturer's data:
 - a. Performance and test data.
 - b. Reference standards.

1.04 CONTRACTOR'S OPTIONS

- A. For products specified only by reference standards, manufacturer shall submit data for approval 10 days prior to bid date.
- B. For products specified by naming several products or manufacturers, select any product and manufacturer named.
- C. For products specified by naming one product, Contractor must submit a request, as required for substitution, for any product not specifically named.

1.05 SUBSTITUTIONS

- A. During bidding, Engineer will consider written requests from prime Bidders for substitutions, received at least 10 days prior to bid date; requests received after that time will not be considered.
- B. Submit five copies of request for substitution. Include in request:
1. Complete data substantiating compliance of proposed substitution with Contract Documents.
 2. For products:
 - a. Product identification, including manufacturer's name and address.
 - b. Manufacturer's literature.
 - (1) Product description.
 - (2) Performance and test data.
 - (3) Reference standards.
 - c. Samples.
 - d. Name and address of similar projects on which product was used, and date of installation.
 3. For construction methods:
 - a. Detailed description of proposed method.
 - b. Drawings illustrating methods.
 4. Itemized comparison of proposed substitution with product or method specified.
 5. Data relating to changes in construction schedule.
 6. Relation to separate contracts.
- C. In making request for substitution, Bidder represents:
1. He has personally investigated proposed product or method, and determined that it is equal or superior in all respects to that specified.
 2. He shall provide the same guarantee for substitution as for product or method specified.
 3. He shall coordinate installation of accepted substitution into work, making such changes as may be required for work to be complete in all respects.
 4. He waives all claims for additional costs related to substitution which consequently becomes apparent.
 5. Cost data is complete and includes all related costs under his contract, but excludes:
 - a. Costs under separate contracts.
 - b. Engineer's redesign.
- D. Substitutions will not be considered if:
1. They are indicated or implied on Shop Drawings or Project Data submittals without formal requests submitted in accord with Paragraph 1.04.
 2. Acceptance will require substantial revision of Contract Documents.
- E. Engineer will notify Bidders of all approved substitutions by Addendum listing manufacturers of each item.

END OF SECTION

PART 1 - GENERAL**1.01 SECTION INCLUDES**

- A. Administrative procedures, closeout submittals, and forms to be used at substantial completion and at final completion of the Work.

1.02 RELATED SECTIONS

- A. Section 01710: Cleanup
- B. Section 01720: Project Record Documents

1.03 SUBSTANTIAL COMPLETION

- A. Contractor:
 - 1. Submit written certification to the Engineer, that project, or designated portion of project, is substantially complete.
 - 2. Submit list of major items to be completed or corrected.
- B. Engineer will make an inspection within 7 days after receipt of certification, together with Owner's representative.
- C. Should the Engineer consider that work is substantially complete:
 - 1. Contractor shall prepare and submit a list of items to be completed or corrected, as determined by the inspection.
 - 2. Engineer will prepare and issue a Letter of Substantial Completion, containing:
 - a. Date of substantial completion.
 - b. Contractor's list of items to be completed or corrected, verified, and amended.
 - c. The time within which Contractor shall complete or correct work of listed items.
 - d. Time and date Owner will assume possession of Work or designated portion thereof.
 - e. Responsibilities of Owner and Contractor for:
 - (1) Utilities.
 - (2) Operation of mechanical, electrical, and other systems.
 - (3) Maintenance and cleaning.
 - (4) Security.
 - f. Signatures of:
 - (1) Contractor.
 - (2) Owner.
 - (3) Engineer.

3. Owner occupancy of Project or designated portion of Project.
 - a. Contractor shall:
 - (1) Obtain certificate of occupancy.
 - (2) Perform final cleaning in accordance with Section 01710.
 - b. Owner will occupy Project, under provisions stated in Certificate of Substantial Completion.
 4. Contractor:
Complete work listed for completion or correction within designated time.
- D. Should the Engineer consider that work is not substantially complete:
1. They shall immediately notify Contractor, in writing, stating reasons.
 2. Contractor:
Complete work and send second written notice to the Engineer, certifying that Project or designated portion of Project, is substantially complete.
 3. Engineer will review work.

1.04 FINAL PROJECT REVIEW

- A. Contractor shall submit written certification that:
1. Contract Documents have been reviewed.
 2. Project has been reviewed for compliance with Contract Documents.
 3. Work has been completed in accordance with Contract Documents.
 4. Equipment and systems have been tested in presence of Owner's representative and are operational.
 5. Project is completed, and ready for final review.
- B. Engineer will make final project review within seven days after receipt of certification.
- C. Should the Engineer consider that work is finally complete in accordance with requirements of Contract Documents, the Project will be closed out.
- D. Should the Engineer consider that work is not finally complete:
1. They will notify Contractor, in writing, stating reasons.
 2. Contractor shall take immediate steps to remedy the stated deficiencies, and send second written notice to the Engineer certifying that work is complete.
 3. Engineer will review work.

1.05 CLOSEOUT SUBMITTALS

- A. Project record documents:
To requirements of Section 01720.
- B. Deliver evidence of compliance with requirements of governing authorities.
- C. Deliver Certificate of Insurance for products and completed operations.

1.06 EVIDENCE OF PAYMENTS AND RELEASE OF LIENS

- A. Contractor's affidavit of payment of debts and claims.
- B. Contractor's affidavit of release of liens, with:
 - 1. Consent of surety of final payment.
 - 2. Contractor's release of waiver of liens.
 - 3. Separate releases of waivers of liens for subcontractors, suppliers, and others with lien rights against property of Owner, together with list of those parties.
- C. All submittals shall be duly executed before delivery.

1.07 INSTRUCTION

- A. Instruct Owner's personnel in operation of all systems, mechanical, electrical, and other equipment.

1.08 FINAL ADJUSTMENT OF ACCOUNTS

- A. Submit final statement of accounting to Engineer.
- B. Statement shall reflect all adjustments.
 - 1. Original Contract Sum.
 - 2. Additions and deductions resulting from:
 - a. Previous Change Orders.
 - b. Cash Allowances.
 - c. Other Adjustments.
 - d. Deductions for uncorrected Work.
 - e. Deductions for liquidated damages.
 - f. Deductions for Reinspection Payments.
 - 3. Total Contract Sum, as adjusted.
 - 4. Previous payments.
 - 5. Sum remaining due.
- C. Engineer will prepare final Change Order, reflecting approved adjustments to Contract Sum not previously made by Change Orders.

1.09 FINAL APPLICATION FOR PAYMENT

- A. Contractor shall submit final application in accordance with requirements of Regulations of the Contract.

1.10 FINAL CERTIFICATE FOR PAYMENT

- A. Engineer will issue final certificate in accordance with provisions of Regulations of the Contract.
- B. Should final completion be materially delayed through no fault of Contractor, Engineer may issue, for Owner's approval, a Semi-Final Certificate for Payment, in accordance with provisions of Regulations of the Contract.

1.11 POST-CONSTRUCTION PROJECT REVIEW

- A. Prior to expiration of 1 year from Date of Substantial Completion, the Owner may request a visual review of Project in company with Engineer and Contractor to determine whether correction of Work is required, in accordance with provisions of Regulations of the Contract. The Contractor shall be present for the review and be ready to promptly correct any noted deficiencies. The Contractor will also provide equipment as necessary to facilitate this review.
- B. The Engineer will promptly notify Contractor, in writing, of any observed deficiencies.

END OF SECTION

PART 1 - GENERAL**1.01 SECTION INCLUDES**

- A. Project cleanup.

1.02 RELATED SECTIONS

- A. Section 01700: Project Closeout
- B. Cleaning for Specific Products or Work: Specification Section for that work.

1.03 SAFETY REQUIREMENTS

- A. Hazards Control:
 - 1. Store volatile wastes in covered metal containers, and remove from premises daily.
 - 2. Prevent accumulation of wastes which create hazardous conditions.
 - 3. Provide adequate ventilation during use of volatile or noxious substances.
- B. Conduct cleaning and disposal operations to comply with local ordinances and anti-pollution laws.
 - 1. Do not burn or bury rubbish and waste materials on project site.
 - 2. Do not dispose of volatile wastes such as mineral spirits, oil, or paint thinner in storm or sanitary drains.
 - 3. Do not dispose of wastes into streams or waterways.

PART 2 - PRODUCTS**2.01 MATERIALS**

- A. Use only cleaning materials recommended by manufacturer of surface to be cleaned.
- B. Use cleaning materials only on surfaces recommended by cleaning material manufacturer.

PART 3 - EXECUTION**3.01 GENERAL**

- A. Maintain premises and public properties free from accumulations of waste, debris, and rubbish caused by operations.
- B. At completion of Work, remove waste materials, rubbish, tools, equipment, machinery, and surplus materials, and clean all sight-exposed surfaces; leave project clean and ready for occupancy.

3.02 DURING CONSTRUCTION

- A. Execute cleaning to ensure that building, grounds, and public properties are maintained free from accumulations of waste materials and rubbish.
- B. Wet down dry materials and rubbish to lay dust and prevent blowing dust.
- C. At reasonable intervals during progress of Work, clean site and public properties, and dispose of waste materials, debris, and rubbish.
- D. Provide on-site dump containers for collection of waste materials, debris, and rubbish.
- E. Remove waste materials, debris and rubbish from site and legally dispose of at public or private dumping areas off Owner's property.
- F. Handle materials in a controlled manner with as few handlings as possible; do not drop or throw materials from heights.
- G. Remove from the Owner's property and from all public and private property, at Contractor's expense, all temporary structures, rubbish, excess excavation, and waste material resulting from his operations.
- H. Clean all dirt from paved surfaces, not allowing same to pack on the roadway or to create a traffic nuisance. Insofar as practicable, clean all dirt from gravel and oil aggregate surfaces.
- I. All existing sod areas shall be hand raked to remove earth deposited on or in them during construction.
- J. All ditches shall be graded and properly sloped.
- K. Shoulders where sodding, seeding, or surfacing is not required shall be bladed and shaped.

3.03 FINAL CLEANING

- A. Employ experienced workmen, or professional cleaners, for final cleaning.
- B. Broom clean paved surfaces; rake clean other surfaces of grounds.

END OF SECTION

PART 1 - GENERAL**1.01 SECTION INCLUDES**

- A. Record documents.

1.02 RELATED SECTIONS

- A. Section 01340: Shop Drawings, Project Data, and Samples

1.03 MAINTENANCE OF DOCUMENTS

- A. Maintain at job site, one copy of:
 - 1. Contract Drawings.
 - 2. Specifications.
 - 3. Addenda.
 - 4. Reviewed Shop Drawings.
 - 5. Change Orders.
 - 6. Other Modifications to Contract.
 - 7. Field Test Records.
- B. Maintain documents in clean, dry, legible condition.
- C. Do not use record documents for construction purposes.
- D. Make documents available at all times for inspection by Engineer, appropriate State and Federal Regulatory Agencies, and Owner.
- E. Store documents in temporary field office apart from documents used for construction.
- F. Provide files and racks for storage of documents.
- G. File documents in accordance with Project Filing Format of Uniform Construction Index.

1.04 RECORDING

- A. Label each document "PROJECT RECORD" in 2 inch high printed letters.
- B. Keep record documents current.
- C. Do not permanently conceal any work until required information has been recorded.
- D. Contract Drawings: Legibly mark to record actual construction:

1. Depths of various elements of sewer pipe and manholes in relation to survey datum.
 2. Horizontal and vertical location of underground utilities and appurtenances referenced to permanent surface improvements.
 3. Location of internal utilities and appurtenances concealed in construction referenced to visible and accessible features of structure.
 4. Field changes of dimension and detail.
 5. Changes made by Change Order or Field Order.
 6. Details not on original contract drawings.
- E. Specifications and Addenda: Legibly mark up each section to record:
1. Manufacturer, trade name, catalog number, and Supplier of each product and item of equipment actually installed.
 2. Changes made by Change Order or Field Order.
 3. Other matters not originally specified.
- F. Shop Drawings: Maintain as record documents; legibly annotate following drawings to record changes made after review.
1. Electrical controls.
 2. Equipment.
 3. Structural.
 4. Mechanical.

1.05 SUBMITTAL

- A. At completion of project, deliver record documents to the Engineer.
- B. Accompany submittal with transmittal letter, in duplicate, containing:
1. Date.
 2. Project title and number.
 3. Contractor's name and address.
 4. Title and number of each record document.
 5. Certification that each document as submitted is complete and accurate.
 6. Signature of Contractor, or his authorized representative.

END OF SECTION

PART 1 - GENERAL**1.01 DESCRIPTION**

- A. An investigation of subsoil has not been made for this project. Ground water and rock may be encountered in excavations. Depth of ground water may vary seasonally.

1.02 ADDITIONAL INFORMATION

- A. The Contractor should visit the site and acquaint himself with all existing conditions. Prior to bidding, bidders may make their own subsurface investigations to satisfy themselves as to site and subsurface conditions but such subsurface investigations shall be performed only under time schedules and arrangements approved in advance by the Owner. Such exploratory excavation shall be made in a manner and location that will not disturb piping or other buried utilities or facilities.
- B. The Contractor shall satisfy himself as to the nature of the material to be excavated and the amount of rock or water to be handled. The Contractor shall include in his unit prices bid all costs in connection with excavation, dewatering and difficulties encountered and shall assume full risk in the matter.

END OF SECTION

PART 1 - GENERAL

1.01 SECTION INCLUDES

- A. Trenching and Trench Backfilling.
- B. Pipe embedment.

1.02 RELATED SECTIONS

- A. Section 02010: Subsurface Conditions
- B. Section 02226: Bored Excavation

PART 2 - PRODUCTS

2.01 FILL AND PIPE EMBEDMENT MATERIAL

- A. Embedment material:
 - 1. Material shall be clean river gravel or sound crushed limestone, free of cementitious, shaly or flat and flaky particles in an amount which would cause the material to cake or pack or otherwise form an unyielding support for the pipe. Gradation shall be:

3/4"	square mesh sieve -	100% passing
1/2"	square mesh sieve -	90-100% passing
No. 4	square mesh sieve -	0-15% passing
No. 8	square mesh sieve -	0-5% passing
 - 2. Where bedding rock is not required, bedding material shall be same as fill material.
- B. Fill material:

Backfill material shall be selected earth or granular fill material, free from sod, sticks and roots over 1/2 inch in diameter, and free from hard lumps, clods or rock in such quantity or concentration as to interfere with the specified compaction. Material shall be of proper moisture content for specified compaction.

PART 3 - EXECUTION**3.01 GENERAL**

- A. Trenching work shall be performed in a safe and proper manner, with suitable precautions being taken against hazards of every kind. Trenching shall provide adequate working space and clearances for the work to be performed therein.
- B. Trenching and backfilling during freezing weather shall not be done except by permission of the Engineer. No backfill materials shall be installed on frozen surfaces nor shall frozen materials, snow or ice be placed in any backfill.
- C. When operating on pavements or walks all equipment shall be rubber tired, except for excavation equipment. Excavating equipment, in such cases, shall not have grousers, cleats or lugs on the tracks. The Contractor shall take all precautions necessary to protect the existing pavements and walks.
- D. No classification of excavated materials will be made. Trenching and trenching work shall include the removal and subsequent handling of all materials excavated or otherwise removed in performance of the contract work, regardless of the type, character, composition or condition thereof.
- E. Pipe lines and other existing underground installations and structures in the vicinity of the work to be done hereunder are not indicated on the Plans. The Contractor shall make every effort to locate all underground pipe lines, conduits and structures by contacting Owners of underground utilities and by prospecting in advance of trench excavation. Damage to any existing underground installation caused by the Contractor's operation shall be repaired at the Contractor's expense.
- F. Any delays or extra cost to the Contractor caused by pipe lines or other underground structures or obstructions not shown by the Plans, or found in locations different than those indicated, shall not constitute a claim for extra work, additional payment or damages.
- G. Erosion control of disturbed areas will be required during the construction period through the use of check dams, siltation pools, mulching, etc.
- H. Operation:
 - 1. Use all means necessary to control dust or mud that may interfere with operation.
 - 2. Maintain all streets and driveways free of dirt and materials from Contractor's operation.
- I. Protection:
 - 1. Use all means necessary to protect material and preserve Specification requirements.
 - 2. Replace all damaged material or material that has lost Specification requirements.

3.02 TRENCH EXCAVATION

- A. General:
1. The Contractor shall not open more trench in advance of pipe laying than is necessary to expedite the work. One block or 400 feet (whichever is the shorter) shall be the maximum length of open trench permitted on any line under construction.
 2. Except where tunneling is permitted by the Engineer or called for on the Plans, all trench excavation shall be open cut from the surface.
 3. Trench walls shall be vertical, and braced where necessary, in streets or improved area unless otherwise authorized by Engineer.
- B. Alignment and grade:
1. Water lines:
Trenches shall be carefully excavated so that the minimum cover over top of pipe will be 42 inches to existing street or ground surface, or to future surface when indicated. Greater cover at some locations along the line may be required due to street or ground profile and clearance of culverts, structures, utility lines, etc.
- C. Minimum trench widths and pipe clearances:
1. Trenches shall be excavated to a width which will provide adequate working space and pipe clearances for proper pipe installation, jointing and embedment.
 2. Below an elevation of 12 inches from ground level to the top of the installed pipe, the trench width shall be maintained as narrow as possible.
 3. Where necessary to reduce the earth load on trench banks to prevent sliding and caving, the banks may be cut back on slopes which shall not extend lower than 1 foot above the top of the pipe.
- D. Mechanical excavation:
1. The use of mechanical equipment will not be permitted in locations where its operation would cause damage to buildings, culverts, or other existing property, utilities, or structures above or below ground; in all such locations, hand excavating tools and methods shall be used.
 2. Mechanical equipment used for trench excavation shall be of a type, design and construction and shall be so operated, that the rough trench excavation bottom elevation can be controlled, that uniform trench widths and vertical side walls are obtained at least from an elevation 1 foot above the top of the installed pipe to the bottom of the trench, and that the trench alignment is such that the pipe when accurately laid to specified alignment will be centered in the trench with adequate clearance between the pipe and side walls of the trench. Undercutting of the trench side wall to obtain clearance will not be permitted.
- E. Bell holes:
- Bell holes shall provide adequate clearance for the tools and methods used in installing the pipe. No part of any bell or coupling shall be in contact with the trench bottom, trench walls, or the granular fill when the pipe is jointed.

- F. Cutting concrete pavement and walks:
1. Cuts in concrete and asphalt pavements shall be no larger than necessary to provide adequate working space for proper installation of pipe and pipe line appurtenances. Cutting shall be started with a concrete saw (or by other cutting method approved by the Engineer) and in a manner which will provide a clean groove at least 1-1/2 inches deep along each side of the trench and along the perimeter of cuts for structures.
 2. Pavement and base pavement over trenches excavated for pipe lines shall be removed so that a shoulder not less than 6 inches in width at any point is left between the cut edge of the pavement and the top edge of the trench. The trench width at the bottom shall not be greater than at the top and no undercutting will be permitted. Pavement cuts shall be made to and between straight or accurately marked curved lines which, unless otherwise required, shall be parallel to the center line of the trench.

3.03 SHEETING AND SHORING

- A. Except where banks may be cut back on a stable slope, excavation for trenches shall be properly and substantially sheeted, braced and shored, as necessary, to prevent caving or sliding, to provide protection for the workmen and the work, and to provide protection for existing structures and facilities. Sheeting, bracing and shoring shall be designed and built to withstand all loads that might be caused by earth movement or pressure, and shall be rigid, maintaining its shape and position under all circumstances.

3.04 STABILIZATION

- A. General:
1. Trench bottoms shall be firm, dense and thoroughly compacted and consolidated; shall be free from mud and muck; and shall be sufficiently stable to remain firm and intact under the feet of the workmen.
 2. Trench bottoms which are otherwise solid, but which become mucky on top due to construction operations, shall be reinforced with one or more layers of granular fill material or other crushed stone or gravel embedded therein. Not more than 1/2 inch depth of mud or muck shall be allowed to remain on stabilized trench bottoms when the pipe bedding material is placed thereon. The finished elevation of stabilized subgrades for concrete structures shall not be above the subgrade elevations.
 3. All stabilization work hereunder shall be performed by and at the expense of the Contractor.
 4. If the subgrade for pipe can be stabilized with a thickness of granular fill of 12 inches or less below bottom of pipe, or subgrade of structure, such stabilization will be at the Contractor's expense.

3.05 BLASTING

- A. Blasting will not be allowed.

3.06 REMOVAL OF WATER

- A. The Contractor shall provide and maintain adequate dewatering equipment to remove and dispose of all surface and ground water entering excavations, trenches, or other part of the work. Each excavation shall be kept dry during subgrade preparation and continually thereafter until the structure to be built, or the pipe line to be installed, therein is completed to the extent that no damage from hydrostatic pressure, flotation, or other causes will result.

3.07 PIPE EMBEDMENT

- A. General:
1. Place pipe embedment material on a suitably prepared subgrade in lifts not exceeding 6 inches and bring up evenly on both sides of pipe. Do not dump over side of trench in any manner that will bring earth into the embedment material or displace the pipe. Compact, vibrate, or slice with a shovel, in such manner that material fill will take its final compaction and provide uniform and solid bearing under the pipe and its haunches.
- B. Water line pipe bedding
1. Where rock has been excavated, selected earth or granular material shall be placed under the sides and around the pipe to a point 6 inches above the top of the pipe. Embedment material shall be deposited simultaneously on each side of the pipe to prevent lateral displacement of the pipe.
 2. When not in rock excavation, all buried pipe shall be installed under Laying Condition Type 2 as described in AWWA C150/A21.50, latest edition. This condition calls for flat-bottom trench with backfill lightly consolidated to the centerline of the pipe.

3.08 TRENCH BACKFILL COMPACTION

- A. General:
- All trench backfill above pipe embedment shall conform to one of the following Specifications:
1. All County and City gravel surface roads shall be backfilled entirely with approved crushed rock or river gravel. The disposal of unsuitable material excavated will be the responsibility of the Contractor.
 2. Ninety percent compacted backfill. Under streets, drives or state or county highways surfaced with gravel, crushed stone, "blacktop" or other low or intermediate type surfacing. In street, road, highway, railway or alley rights-of-way. In traveled ways. In established lawns. Any line within 5 feet of back of

- curb or 5 feet of street surfacing if no curb, either perpendicular to or parallel to the street shall be considered as under the street surfacing, and 90 percent compaction shall apply.
3. Ninety-five percent compacted backfill. Under concrete, asphaltic concrete, brick, concrete structures or other high type pavements. Under concrete walks, curbs, gutters and culverts. Under all types of street surfacing where trench cut is approximately at right angle to roadway.
 4. In areas not listed above, backfill shall be compacted to equal to the surrounding ground.
 5. Six inches of topsoil shall be placed in the top of trenches that are to be covered with sod or to be seeded.
 6. If specified density cannot be obtained with available earth, the Contractor shall furnish and haul granular fill material or suitable earth at his expense. Unsuitable earth shall be disposed of at the Contractor's expense.
 7. The Engineer will call for density tests to be made whenever deemed necessary. The specified density will be the minimum allowed and the obtainment thereof will be entirely the Contractor's responsibility.
 8. Thickness of backfill layers will be determined by the coordination of test results with field performance and equipment used. The Contractor will be expected to maintain established procedures except where unusual conditions arise. If greater than 12 inch thick compacted layers are used, the Contractor shall hand excavate to the test level as directed by the Engineer and then refill the test excavation with compacted backfill to the specified density.
 9. All completed lines shall be returned, in the opinion of the Engineer, as nearly as possible to original condition, including reseeded, resodded or repaving.

3.09 DRAINAGE MAINTENANCE

- A. Trenches across roadways, driveways, walks, or other trafficways adjacent to drainage ditches or water courses shall not be backfilled prior to completion of backfilling the trench on the upstream side of the trafficway, to prevent impounding water after the pipe has been laid. Bridges and other temporary structures required to maintain traffic across such unfilled trenches shall be constructed and maintained by the Contractor. Backfilling shall be done so that water will not accumulate in unfilled or partially filled trenches. All material deposited in roadway ditches or other water courses crossed by the line of trench shall be removed immediately after backfilling is completed and the section, grades, and contours of ditches or water courses shall be restored to their original condition. Surface drainage shall not be obstructed longer than necessary.

3.10 FINAL GRADING AND DISPOSAL OF EXCESS EXCAVATED MATERIALS

- A. General:
 1. Except as otherwise indicated, all excess excavated materials shall be disposed of by the Contractor away from the site of the work.

2. Pavement and pavement base material, excavated rock in excess of the amount permitted to be and actually installed in trench backfill, junk and debris encountered in excavation work, and other similar waste materials shall be disposed of away from the site of the work.
 3. The disposal of waste and excess excavated materials, including hauling, handling, leveling and surfacing, shall be at the Contractor's expense.
- B. Excess backfill:
The Contractor shall dispose of excess excavated material above the surface of the ground or subgrade of pavement walks, etc., unless otherwise directed. If directed, he shall grade excess earth into adjacent low areas, fine grading and sloping to drain.
- C. Final grading:
1. Just prior to completion and acceptance of the project, the Contractor shall final grade over all pipe trenches and around structures, filling in any places that may have settled during the period between construction of each line and the completion of the entire Contract. Finished surface shall be bladed and aligned to a neat and uniform appearance.
2. Improved yards and lawns:
Fine grade, suitable for seeding or sodding. Hand rake earth off grass in established lawn areas, unless directed to leave excess earth as outlined above.
- D. Deficiency of backfill:
Wherever there is a deficiency of material required to backfill to the specified surface or subgrade, the Contractor shall furnish the necessary amount of suitable earth at his expense.
- E. Restoration of disturbed earth:
The Contractor shall restore all earth areas disturbed from the original condition by his operations. Restoration will be by seeding, fertilizing and mulching or by appropriate pavement and street repair.

3.11 RESPONSIBILITY OF CONTRACTOR FOR BACKFILL SETTLEMENT

- A. The Contractor shall be responsible financially and otherwise, for:
1. All settlement of trench and other backfill which may occur from time of original backfilling until the expiration of 1 year after the date of final payment for the entire contract under which the backfilling work was performed.
 2. The refilling and repair of all backfill settlement and the repair or replacement to the original or a better condition of all pavement, top surfacings, driveways, walks, surface structures, utilities, drainage facilities and sod which may have been damaged as a result of backfill settlement or which have been removed or destroyed in connection with backfill replacement operations.
 3. All damage claims or court actions against the Owner for any damage directly or indirectly caused by backfill settlement.
- B. The Contractor shall make all necessary backfill replacements and repairs, or replacements appurtenant thereto, within 30 days after notification by the Owner or Engineer. Upon the

Contractor's failure to do so, the Owner may do, or have done, the necessary work and charge the cost to the Contractor.

3.12 BARRICADES AND LIGHTS

- A. All streets, roads, highways and other public thoroughfares which are closed to traffic shall be protected by means of effective barricades on which shall be placed acceptable warning signs. Barricades shall be located at the nearest intersecting public highway or street on each side of the blocked section.
- B. All open trenches and other excavations shall be provided with suitable barriers, signs, and lights to the extent that adequate protection is provided to the public. Obstructions such as material piles and equipment, shall be provided with similar warning signs and lights.
- C. All barricades and obstructions shall be illuminated by means of warning lights at night. All lights used for this purpose shall be kept on from sunset to sunrise. Materials stored shall be so placed, and the work at all times shall be so conducted, as to cause the minimum obstruction and inconvenience to the public.
- D. All barricades, signs, lights and other protective devices shall be installed and maintained in conformity with applicable statutory requirements, and where within highway rights-of-way, as required by the authority having jurisdiction hereover.

3.13 MAINTENANCE OF TRAFFIC

- A. The Contractor shall conduct his work so as to interfere as little as possible with public travel, whether vehicular or pedestrian; whenever it is necessary to cross, obstruct, or close roads, driveways, and walks, whether public or private, the Contractor shall at his own expense provide and maintain suitable and safe bridges, detours, or other temporary expedients for the accommodation of public and private travel, and shall give reasonable notice to Owners of private drives before interfering with them; provided however, that such maintenance of traffic will not be required at any point where the Contractor has obtained permission from the Owner and tenant of private property, or from the authority having jurisdiction over the public property involved, to obstruct traffic at any designated point thereon and for the duration of whatever period of time as may be agreed upon.

3.14 CROSSING

- A. Highway crossings - main:
Crossings of pavements controlled by the State shall include all labor, tools, machines, and materials required for a complete installation to the satisfaction of the District Highway Engineer. This shall include all excavation, boring, steel casing, and compaction of backfill as required. Installation and safety policies required by the State shall be strictly adhered to.

- B. Street crossing - bored:
Crossings designated as Street Crossings on the Plans shall include all labor, tools, and materials necessary for a complete installation. This includes all excavation, boring, steel casing, compaction of the backfill and repair of pavement. Where street pavements are on State Highway right-of-way, requirements of the State shall be strictly adhered to.
- C. Street crossings - open cut:
Crossing shall include all materials, labor, and tools necessary for a complete crossing and repair of the street. This will include pavement removal, trenching, disposal of excess material, crushed rock backfill, replacement of pavement, casing pipe and all other necessary items.

END OF SECTION

PART 1 - GENERAL

1.01 SECTION INCLUDES

- A. Directional Boring under highways, roads, railroads and other obstruction.

1.02 RELATED SECTIONS

- A. Section 02010: Subsurface Conditions
- B. Section 02221: Trenching, Backfilling and Compaction

1.03 SUPERVISION AND QUALITY

- A. This work shall comply with all codes governing and all insurance requirements. Work shall be undertaken only when the construction superintendent is present and supervising the work.

1.04 REQUIREMENTS OF REGULATORY AGENCIES

- A. Crossings shall be completed in accordance with applicable federal, state and local regulations.

1.05 SUBMITTALS

- A. Work Plan:
Prior to beginning work, the Contractor must submit to the Engineer a general work plan outlining the procedure and schedule to be used to execute the project. Plan should document the thoughtful planning required to successfully complete the project.
- B. Equipment:
Contractor will submit specifications on directional boring equipment to be used to ensure that the equipment will be adequate to complete the project. Spares inventory shall be included.
- C. Material:
Specifications on material to be used shall be submitted to Engineer. Material shall include the pipe, fittings and any other item which is to be an installed component of the project.
- D. Personnel:
Documentation of training and relevant experience of personnel shall be submitted.

PART 2 - PRODUCTS

2.01 CARRIER PIPE

- A. Carrier pipe shall be as shown on the plans and called for on the Bid Form.

2.02 BORING SYSTEM

- A. Boring Rig:
The directional boring machine shall consist of a hydraulically powered system to rotate, push and pull hollow drill pipe into the ground at a variable angle while delivering a pressurized fluid mixture to a guidable drill (bore) head. The machine shall be anchored to the ground to withstand the pulling, pushing and rotating pressure required to complete the crossing. The hydraulic power system shall be self-contained with sufficient pressure and volume to power boring operations. Hydraulic system shall be free of leaks. Rig shall have a system to monitor and record maximum pull-back pressure during pull-back operations. The rig shall be grounded during boring and pull-back operations. Sufficient spares shall be kept on hand for any break-downs which can be reasonably anticipated.
- B. Bore Head:
The bore head shall be steerable by changing its rotation and shall provide the necessary cutting surfaces and boring fluid jets.

2.03 GUIDANCE SYSTEM

- A. The Guidance System shall be of a proven type and shall be setup and operated by personnel trained and experienced with this system. The Operator shall be aware of any magnetic anomalies and shall consider such influences in the operation of the guidance system if using a magnetic system.

2.04 BORING FLUID (MUD) SYSTEM

- A. Mixing System:
A self-contained, closed, boring fluid mixing system shall be of sufficient size to mix and deliver boring fluid composed of bentonite clay, potable water and appropriate additives. Mixing system shall be able to molecularly shear individual bentonite particles from the dry powder to avoid clumping and ensure thorough mixing. Mixing system shall continually agitate the boring fluid during boring operations.
- B. Boring Fluids:
Drilling fluid shall be composed of clean water and an appropriate additive. Water shall be from a clean source with a pH of 8.5 - 10. Water of a lower pH or with excessive calcium shall be treated with the appropriate amount of sodium carbonate or equal. The water and additives shall be mixed thoroughly and be absent of any clumps or clods. No hazardous additives may be used. Boring fluid shall be maintained at a viscosity sufficient to suspend cuttings and maintain the integrity of bore wall.

2.05 OTHER EQUIPMENT

- A. Pipe Rollers:
Pipe rollers, if required, shall be of sufficient size to fully support the weight of the pipe while being hydro-tested and during pull-back operations. Sufficient number of rollers shall be used to prevent excess sagging of pipe.
- B. Pipe Rammers/Pullers:
Hydraulic or pneumatic pipe rammers or pullers may only be used if necessary and with the authorization of Engineer.

PART 3 - EXECUTION**3.01 GENERAL**

- A. The depths and locations of bore and receiving pits (working pits) shall be established by the Contractor in accordance with the horizontal alignment and grade as shown on the project construction plans.
- B. The working pits shall adhere to OSHA requirements. Barricades shall be furnished around working pits to safeguard traffics and pedestrians.
- C. All discharge from dewatering of the working pits shall be directed into approved receiving basins in accordance with all applicable regulatory requirements.
- D. The working pits shall be in locations that in no way interfere with the operation of highways, streets, driveways, railroads or other facilities. Working pits shall not weaken or damage any embankment, utility or structure.

3.02 CONSTRUCTION

- A. The directional bore machine shall be located at the low or downstream end, if possible.
- B. The directional bore machine shall be equipped with a spoil transportation equipment using drilling fluid. The drilling fluid shall be compatible for soil condition. The drilling fluid, such as bentonite, shall be used lubricating the casing during pull back operation.
- C. The drill bit head shall not be greater than the diameter of the pipe.
- D. The directional bore machine shall be equipped with an output signal that is located within the drill bit head. The output signal from the drill bit head shall allow the operator of the directional bore machine to track the location of the drill bit head.
- E. Spoil material and drilling fluid shall be removed from the working pits and disposed of properly.

- F. After completion of the pilot bore pipe installation and the backfill operation, the Contractor shall restore the profile of the right-of-way and/or surface to its original condition.

3.03 PERSONNEL REQUIREMENTS

- A. All personnel shall be fully trained in their respective duties as part of the directional boring crew and in safety. Training shall be provided specific to the project if any potential hazards may be encountered which has not already been included in personnel's training.

3.04 BORING PROCEDURE

- A. **Site Preparation:**
Prior to any alterations to work-site, contractor shall photograph or video tape entire work area, including entry and exit points. One copy of which shall be given to Engineer and one copy to remain with contractor for a period of one year following the completion of the project.
- B. **Bore Path Survey:**
Entire drill path shall be accurately surveyed with entry and exit stakes placed in the appropriate locations within the areas indicated on drawings. If contractor is using a magnetic guidance system, drill path will be surveyed for any surface geo-magnetic variations or anomalies.
- C. **Environmental Protection:**
Contractor shall place silt fence between all boring operations and any drainage, wetland, waterway or other area designated for such protection by contract documents, state, federal and local regulations. Additional environmental protection necessary to contain any hydraulic or boring fluid spills shall be put in place, including berms, liners, turbidity curtains and other measures. Contractor shall adhere to all applicable environmental regulations. Fuel or oil may not be stored in bulk containers within 200' of any water-body or wetland.
- D. **Utility Locates:**
Contractor shall notify all companies with underground utilities in the work area via the state or local "one-call" to obtain utility locates.

Once the utilities have been located Contractor shall physically identify the exact location of the utilities by vacuum or hand excavation, when possible, in order to determine the actual location and path of any underground utilities which might be within 20 feet of the bore path. Contractor shall not commence boring operations until the location of all underground utilities within the work area have been verified.

- E. **Safety:**
Contractor shall adhere to all applicable state, federal and local safety regulations and all operations shall be conducted in a safe manner. Safety meetings shall be conducted at least weekly with a written record of attendance and topic submitted to Engineer.

- F. Pipe:
Pipe shall be connected together in one length prior to pull-back operations, if space permits. Pipe will be placed on pipe rollers before pulling into bore hole with rollers spaced close enough to prevent excessive sagging of pipe.
- G. Pilot Hole:
Pilot hole shall be drilled on bore path with no deviations greater than 5% of depth over a length of 100'. In the event that pilot does deviate from bore path more than 5% of depth in 100', contractor will notify Engineer and Engineer may require contractor to pull-back and re-drill from the location along bore path before the deviation.
- In the event that an obstruction is encountered during the pilot bore, or the pilot hole pipe is misaligned, the pipe is to be removed from the borehole and the borehole shall be filled with pumpable, flowable fill at a sufficient pressure to and fill all voids. The cost of the pumpable, flowable fill, removal of pipe and re-bore/re-installing the pipe is incidental to the cost of the project.
- H. Reaming:
Upon successful completion of pilot hole, contractor will ream bore hole to a minimum of 25% greater than outside diameter of pipe using the appropriate tools. Contractor will not attempt to ream at one time more than the boring equipment and mud system are designed to safely handle.
- I. Pull-Back:
After successfully reaming bore hole to the required diameter, contractor will pull the pipe through the bore hole. In front of the pipe will be a swivel. Once pull-back operations have commenced, operations must continue without interruption until pipe is completely pulled into bore hole. During pull-back operations contractor will not apply more than the maximum safe pipe pull pressure at any time.
- In the event that pipe becomes stuck, contractor will cease pulling operations to allow any potential hydro-lock to subside and will commence pulling operations. If pipe remains stuck, contractor will notify Engineer. Engineer and contractor will discuss options and then work will proceed accordingly.

3.05 SITE RESTORATION

- A. Following boring operations, contractor will de-mobilize equipment and restore the work-site to original condition. All excavations will be backfilled and compacted to 95% of original density. Landscaping will be restored to original.

3.06 EXCAVATION

- A. The Contractor shall, during the entire period of construction, provide and maintain any necessary equipment as will, whenever practicable, keep his excavations reasonably free

from water pending construction. When necessary to use pumps the Contractor must dispose of the water without detriment to adjacent properties.

3.07 SHEETING AND SHORING

A. General:

Except where banks may be cut back on a stable slope, excavation for trenches shall be properly and substantially sheeted, braced and shored, as necessary, to prevent caving or sliding, to provide protection for the workmen and the work, and to provide protection for existing structures and facilities. Sheeting, bracing and shoring shall be designed and built to withstand all loads that might be caused by earth movement or pressure, and shall be rigid, maintaining its shape and position under all circumstances.

3.08 FINAL GRADING AND DISPOSAL OF EXCESS EXCAVATED MATERIALS

A. General:

1. Except as otherwise indicated, all excess excavated materials shall be disposed of by the Contractor away from the site of the work.
2. Excavated rock, junk and debris encountered in excavation work, and other similar waste materials shall be disposed of away from the site of the work.
3. The disposal of waste and excess excavated materials, including hauling, handling, leveling and surfacing, shall be at the Contractor's expense.

B. Restoration of disturbed earth:

The Contractor shall restore all earth areas disturbed from the original condition by his operations. Restoration will be by seeding, fertilizing and mulching to obtain an established cover or by appropriate pavement and street repair.

3.09 RESPONSIBILITY OF CONTRACTOR FOR BACKFILL SETTLEMENT

A. The Contractor shall be responsible financially and otherwise, for:

1. All settlement of trench and other backfill which may occur from time of original backfilling until the expiration of 1 year after the date of final payment for the entire contract under which the backfilling work was performed.
2. The refilling and repair of all backfill settlement and the repair or replacement to the original or a better condition of all pavement, top surfacings, driveways, walks, surface structures, utilities, drainage facilities and sod which may have been damaged as a result of backfill settlement or which have been removed or destroyed in connection with backfill replacement operations.
3. All damage claims or court actions against the Owner for any damage directly or indirectly caused by backfill settlement.

B. The Contractor shall make all necessary backfill replacements and repairs, or replacements appurtenant thereto, within 30 days after notification by the Owner or Engineer. Upon the Contractor's failure to do so, the Owner may do, or have done the necessary work and charge the cost to the Contractor.

3.10 MAINTENANCE OF TRAFFIC

- A. The Contractor shall conduct his work so as to interfere as little as possible with public travel, whether vehicular or pedestrian; whenever it is necessary to cross, obstruct, or close roads, driveways, and walks, whether public or private, the Contractor shall at his own expense provide and maintain suitable and safe bridges, detours, or other temporary expedients for the accommodation of public and private travel, and shall give reasonable notice to owners of private drives before interfering with them; provided however, that such maintenance of traffic will not be required at any point where the Contractor has obtained permission from the owner and tenant of private property, or from the authority having jurisdiction over the public property involved, to obstruct traffic at any designated point thereon and for the duration of whatever period of time as may be agreed upon.

END OF SECTION

PART 1 - GENERAL**1.01 SECTION INCLUDES**

- A. Boring under highways, roads and railroads.
- B. Casing pipe.

1.02 RELATED SECTIONS

- A. Section 02010: Subsurface Conditions
- B. Section 02221: Trenching, Backfilling and Compaction

1.03 SUPERVISION AND QUALITY

- A. This work shall comply with all codes governing and all insurance requirements. Work shall be undertaken only when the construction superintendent is present and supervising the work.

1.04 REQUIREMENTS OF REGULATORY AGENCIES

- A. Crossings shall be completed in accordance with applicable federal, state and local regulations. In the case of railroad crossings, the project shall comply with regulations established by the railroad company.

PART 2 - PRODUCTS**2.01 CASING PIPE**

- A. Smooth wall casing pipe shall be of welded steel construction and shall be new material with a minimum yield point of 35,000 psi. The pipe shall have a wall thickness as noted on the plans.
- B. Casing wall thickness shall be 1/4 inch thick for casing pipe 10 inch thru 16 inches, 3/8 inch thick for casing pipe 18 inch thru 24 inches, 1/2 inch thick for 30 inches.

2.02 CARRIER PIPE

- A. Carrier pipe shall be as noted on the Plans and specified within.

2.03 CASING SPACERS

- A. Spacers shall be RACI Type F from Public Works Marketing or approved equal. HDPE spacers shall be Type F or Type G for carrier pipe sizes 4-inch through 16-inch. Three spacers shall be used for each joint of pipe with a maximum spacing of 6 ft.

2.04 END SEALS

- A. End seals shall be synthetic rubber "wrap around" style with stainless steel bond as manufactured by Advance Products & Systems, Inc. or approved equal.

PART 3 - EXECUTION**3.01 GENERAL**

- A. Crossings under highways, roads and railroads shall be continuously encased under the through roadways, median, ramps and shoulder area to the limits called for or required by the federal, state and local regulations. Railroad crossings shall conform to the requirements of the regulations established by the railroad company.
- B. Work shall be performed in a safe and proper manner, with suitable precautions being taken against hazards of every kind. All crossings shall be bored, unless rock formations or other obstructions are encountered that prevents boring or pushing operations. If such conditions are encountered, excavation shall be performed by standard tunneling methods.
- C. Excavations shall provide adequate clearance for installation of and removal of equipment.
- D. Backfilling and construction of fills and embankments during freezing weather shall not be done except by permission of the Engineer. No backfill, fill or embankment materials shall be installed on frozen surfaces nor shall frozen materials, snow or ice be placed in any backfill, fill or embankments.
- E. When operating on pavements or walks all equipment shall be rubber tired, except for excavation equipment. Excavating equipment, in such cases, shall not have grousers, cleats or lugs on the tracks. The Contractor shall take all reasonable precautions to protect the existing pavements and walks.

- F. No classification of excavated materials shall be made. Boring excavation and trenching work shall include the removal and subsequent handling of all materials excavated or otherwise removed in performance of the contract work, regardless of the type, character, composition or condition thereof.
- G. Pipe lines and other existing underground installations and structures in the vicinity of the work to be done hereunder are not indicated on the plans. The Contractor shall make every effort to locate all underground pipe lines, conduits and structures by contacting owners of underground utilities and by prospecting in advance of excavation and boring. Damage to any existing underground installation caused by the Contractor's operation shall be repaired at the Contractor's expense.
- H. Any delays or extra cost to the Contractor caused by pipe lines or other underground structures or obstructions not shown by the plans, or found in locations different than those indicated, shall not constitute a claim for extra work, additional payment or damages.
- I. Erosion control of disturbed areas shall be required during the construction period through the use of check dams, siltation pools, mulching, etc.
- J. The Contractor shall meet the specific requirements of the Highway Department or Railroad. The Contractor shall obtain all necessary permits and insurance.
- K. Operation:
Use all means necessary to control dust or mud that may interfere with operation.
- L. Protection:
 - 1. Use all means necessary to protect material and preserve specification requirements.
 - 2. Replace all damaged material or material that has lost specification requirements.

3.02 EXCAVATION

- A. The Contractor shall, during the entire period of construction, provide and maintain any necessary equipment as will, whenever practicable, keep his excavations reasonably free from water pending construction. When necessary to use pumps the Contractor must dispose of the water without detriment to adjacent properties.

3.03 SHEETING AND SHORING

- A. General:
Except where banks may be cut back on a stable slope, excavation for trenches shall be properly and substantially sheeted, braced and shored, as necessary, to prevent caving or sliding, to provide protection for the workmen and the work, and to provide protection for existing structures and facilities. Sheeting, bracing and shoring shall be designed and built to withstand all loads that might be caused by earth movement or pressure, and shall be

rigid, maintaining its shape and position under all circumstances.

3.04 CASING AND CARRIER PIPE INSTALLATION

A. Casing pipe:

1. Before starting work on borings, complete details of the method of operation and casing to be used shall be submitted to the Engineer for review. All permits shall be obtained by the Contractor.
2. Casing pipes shall have a clear inside diameter not smaller than the size indicated on the schedule.
3. The casing pipe shall be installed by jacking into place. Earth displaced by the casing pipe shall be removed through the interior of the casing by hand, by auger, or by other acceptable means. Sections of the casing pipe shall be welded together to form a continuous casing capable of resisting all stresses, including jacking stresses. The casing pipe in its final position shall be straight and true in alignment and grade. There shall be no space between the earth and the outside of the casing.

B. Carrier pipe:

Polyethylene casing insulators shall be strapped to each end of each piece of pipe. The pipe shall then be pushed into the casing pipe with care being taken to ensure the joints are not displaced. The joints in the installed pipe within the casing shall be tested for leakage before the backfill is installed.

C. Casing closure:

Following the installation of the carrier pipe in the casing pipe, the ends of the casing pipe shall then be closed with wrap around or pull-on end seals as manufactured by Advance Products & Systems, Inc.

3.05 FINAL GRADING AND DISPOSAL OF EXCESS EXCAVATED MATERIALS

A. General:

1. Except as otherwise indicated, all excess excavated materials shall be disposed of by the Contractor away from the site of the work.
2. Excavated rock, junk and debris encountered in excavation work, and other similar waste materials shall be disposed of away from the site of the work.
3. The disposal of waste and excess excavated materials, including hauling, handling, leveling and surfacing, shall be at the Contractor's expense.

B. Restoration of disturbed earth:

The Contractor shall restore all earth areas disturbed from the original condition by his operations. Restoration will be by seeding, fertilizing and mulching to obtain an established cover or by appropriate pavement and street repair.

3.06 RESPONSIBILITY OF CONTRACTOR FOR BACKFILL SETTLEMENT

- A. The Contractor shall be responsible financially and otherwise, for:
1. All settlement of trench and other backfill which may occur from time of original backfilling until the expiration of 1 year after the date of final payment for the entire contract under which the backfilling work was performed.
 2. The refilling and repair of all backfill settlement and the repair or replacement to the original or a better condition of all pavement, top surfacings, driveways, walks, surface structures, utilities, drainage facilities and sod which may have been damaged as a result of backfill settlement or which have been removed or destroyed in connection with backfill replacement operations.
 3. All damage claims or court actions against the Owner for any damage directly or indirectly caused by backfill settlement.
- B. The Contractor shall make all necessary backfill replacements and repairs, or replacements appurtenant thereto, within 30 days after notification by the Owner or Engineer. Upon the Contractor's failure to do so, the Owner may do, or have done, the necessary work and charge the cost to the Contractor.

3.07 MAINTENANCE OF TRAFFIC

- A. The Contractor shall conduct his work so as to interfere as little as possible with public travel, whether vehicular or pedestrian; whenever it is necessary to cross, obstruct, or close roads, driveways, and walks, whether public or private, the Contractor shall at his own expense provide and maintain suitable and safe bridges, detours, or other temporary expedients for the accommodation of public and private travel, and shall give reasonable notice to owners of private drives before interfering with them; provided however, that such maintenance of traffic will not be required at any point where the Contractor has obtained permission from the owner and tenant of private property, or from the authority having jurisdiction over the public property involved, to obstruct traffic at any designated point thereon and for the duration of whatever period of time as may be agreed upon.

END OF SECTION

PART 1 - GENERAL**1.01 SECTION INCLUDES**

- A. Temporary sediment barrier.
- B. Temporary ditch checks

1.02 QUALITY ASSURANCE

- A. Regulatory Requirements
Erosion controls shall meet all requirements of the EPA.

1.03 SYSTEM DESCRIPTION

- A. Definitions
 - 1. Silt Fence
A temporary sediment barrier consisting of filter fabric buried at the bottom, stretched, and supported by posts.
 - 2. Ditch Checks
A barrier installed across, or at the toe of, a slope to intercept and detain sediment.
- B. Purpose
 - 1. Silt Fence
To retain sediment from small disturbed areas by reducing the velocity of sheet flows to allow sediment deposition.
 - 2. Ditch Checks
To intercept and detain small amounts of sediment from unprotected areas of less than 1/2 acre.
- C. Location
 - 1. Silt Fence
 - a. Below small disturbed areas.
 - b. Where runoff can be stored behind the sediment fence without damaging the fence or the submerged area behind the fence.
 - c. Do not install sediment fences across streams, ditches, or waterways.
 - 2. Ditch Checks
 - a. Where contributing area is approximately 1/2 acre, or less.
 - b. Where there is no concentration of water in a channel above the barrier.
 - c. Where erosion would normally occur in form of sheet erosion.
 - d. Where length of slope above the barrier is less than 100 feet.
 - e. Straw bales shall not be used on high sediment producing areas, above "high risk" areas, where water concentrates, or where there would be a possibility of a washout.

D. Planning

1. A sediment fence is a permeable barrier that shall be planned as a system to retain sediment on the construction site. The fence retains sediment primarily by retarding flow and promoting deposition. In operation, generally the fence becomes clogged with fine particles, which reduce flow rate. This causes a pond to develop more quickly behind the fence. Anticipate ponding and provide sufficient storage areas and overflow outlets to prevent flows from overtopping the fence. Since sediment fences are not designed to withstand high heads, locate them so that only shallow pools can form. Tie the ends of a sediment fence into the landscape to prevent flow around the end of the fence before the pool reaches design level. Provide stabilized outlets to protect the fence system and release storm flows that exceed the design storm.
2. Deposition occurs as the storage pool forms behind the fence. Plan deposition areas at accessible points to promote routine cleanout.

E. Design Criteria

1. Silt Fence
 - a. Ensure that the drainage area is no greater than 1/4 acre per 100 ft. of fence.
 - b. Make the fence stable for the 10-yr. peak storm runoff.
 - c. Ensure that the depth of impounded water does not exceed 1.5 ft. at any point along the fence.
 - d. Provide a riprap splash pad or other outlet protection device for any point where flow may overtop the sediment fence, such as natural depressions or swales. Ensure that the maximum height of the fence at a protected, reinforced outlet does not exceed 1 ft. and that support post spacing does not exceed 4 ft.
 - e. The design life of a synthetic sediment fence should be 6 months.

PART 2 - PRODUCTS**2.01 MATERIALS****A. Silt Fence**

1. Use a synthetic filter fabric or a pervious sheet of polypropylene, nylon, polyester, or polyethylene yard, which is certified by the manufacturer or supplier as conforming to the requirements shown in Table below.
2. Synthetic filter fabric should contain ultraviolet ray inhibitors and stabilizers to provide a minimum of 6 months of expected usable construction life at a temperature range of 0 to 120° F.
3. Posts for sediment fences shall be either 4-inch diameter pine, 2-inch diameter oak, or 1.33 lb/linear ft. steel with a minimum length of 4 ft. Make sure that steel posts have projections to facilitate fastening the fabric.
4. For reinforcement of standard strength filter fabric, use wire fence with a minimum 14 gauge and a maximum mesh spacing of 6 inches.

5. SEDIMENT FENCE FABRIC SPECIFICATIONS

<u>Physical Property</u>	<u>Minimum Requirements</u>
Filtering Efficiency	85%
Tensile Strength at 20% (max.) Elongation	Standard Strength @ 30 psi Extra Strength @ 50 psi
Slurry Flow Rate	0.3 gal/sq ft/min

B. Straw Bales

1. Straw shall be locally baled material.
2. Anchors shall be #5 reinforcing bars or 2"x2" oak stakes.

PART 3 - EXECUTION**3.01 CONSTRUCTION**

A. Silt Fence

1. Construct the sediment barrier of standard strength or extra strength synthetic filter fabrics.
2. Ensure that the height of the sediment fence does not exceed 18 inches above the ground surface. (Higher fences may impound volumes of water sufficient to cause failure of the structure.)
3. Construct the filter fabric from a continuous roll cut to the length of the barrier to avoid joints. When joints are necessary, securely fasten the filter cloth only at a support post with overlap to the next post.
4. Support standard strength filter fabric by wire mesh fastened securely to the upslope side of the posts using heavy duty wire staples at least 1 inch long, or tie wires. Extend the wire mesh support to the bottom of the trench.
5. When a wire mesh support fence is used, space posts a maximum of 8 ft. apart. Support posts should be driven securely into the ground to a minimum of 18 inches.
6. Extra strength filter fabric with 6-ft. post spacing does not require wire mesh support fence. Staple or wire the filter fabric directly to the posts.
7. Excavate a trench approximately 4 inches wide and 8 inches deep along the proposed line of posts and upslope from the barrier.
8. Backfill the trench with compacted soil or gravel placed over the filter fabric.
9. Do not attach filter fabric to existing trees.

B. Ditch Checks

1. Bales will be placed in a single row, lengthwise, on the contour and embedded in the soil to a depth of 3 inches.

2. Bales must be securely anchored in place by stakes or re-bars driven through the bales or by other acceptable means to prevent displacement.
3. Inspection must be frequent and repair or replacement must be made promptly as needed.

3.02 MAINTENANCE

A. Silt Fence

1. Inspect sediment fences at least once a week and after each rainfall. Make any required repairs immediately.
2. Should the fabric of a sediment fence collapse, tear, decompose, or become ineffective, replace it promptly.
3. Remove sediment deposits as necessary to provide adequate storage volume for the next rain and to reduce pressure on the fence. Take care to avoid undermining the fence during cleanout.
4. Remove all fencing materials and unstable sediment deposits and bring the area to grade and stabilize it after the contributing drainage area has been properly stabilized.

B. Ditch Checks

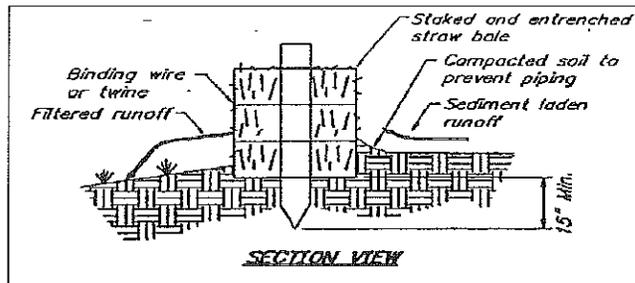
1. Inspect straw bale barriers at least once a week and after each rainfall. Make any required repairs immediately.
2. Should the barrier collapse, decompose or become ineffective, replace it promptly.
3. Remove sediment deposits as necessary to provide adequate storage volume for the next rain and to reduce pressure on the barrier.
4. Remove the barrier and unstable sediment deposits and bring the area to grade and stabilize it after the contributing drainage area has been properly stabilized.

3.03 CLEANUP

A. General

1. Remove all silt and other debris from project site.
2. Remove all silt fence and ditch check materials from project site.
3. Grade area for uniform slope to blend with existing or finish contours.

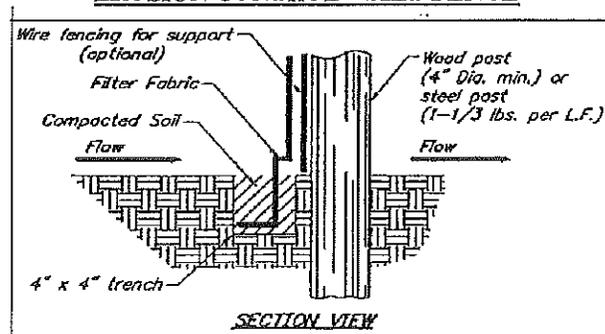
EROSION CONTROL – DITCH CHECK



Notes:

1. Straw bales shall not be used longer than a time period of three months. If construction continues beyond this time period, replace bales with new.
2. Excavate a trench along the areas that the straw bales will be used as erosion control to a depth of 4 inches and to the width of one straw bale. The straw bales then shall be placed in the trench. Place excavated material on upstream side of the trench.
3. Straw bales shall be anchored with a min. of 2 stakes or rebars driven into the underlying soil, making sure that the binding wire or twine is facing the sides and not touching the soil. The first stake into each bale shall be driven toward the previously laid bale to force them together.
4. Spacing between the bales shall be tightly chinked with loose straw.
5. After straw bales are in place the excavated soil shall be backfilled against the upslope side of the straw bales to a height of 4 inches after compacting.
6. Straw bales shall be inspected after each rainfall to determine if any repairs or replacements to the straw bales are needed. If it is determined that the straw bales need to be repaired or replaced, the work will occur immediately. Sediment accumulations must be removed when they reach 1/2 the barrier height.

EROSION CONTROL – SILT FENCE



Notes:

1. The filter fabric shall have a minimum filtering efficiency of 75% a minimum tensile strength of 30 lbs. per linear inch and a flow rate of 0.3 gallons per square foot per minute. The filter fabric shall also have ultraviolet ray inhibitors to assure a life use expectancy of 6 months at 0 to 100 degrees fahrenheit.
2. The filter fabric shall be 36 inches or less in height. Joints shall occur only at posts with 6 inch minimum overlap. Posts shall be spaced 10 feet on center when wire mesh support is included or 6 feet on center without wire mesh support. A minimum of 8 inches of fabric will be buried in the 4" x 4" trench.
3. The silt fence shall be inspected after every rainfall to determine if any part of the fence needs to be repaired or replaced. If it is determined that the fence needs any repair or replacement, this work will occur immediately.
4. Sediment deposits shall be removed after each rainfall or before they accumulate to 1/3 of the fence height.

PART 1 - GENERAL**1.01 SELECTION INCLUDES**

Removing and replacement of various pavement surface required for this project.

1.02 RELATED SECTION:

Section 02221: Trenching, Backfilling, and Compaction

1.03 JOB CONDITION:**A. Operation:**

1. Use all means necessary to control dust or mud that may interfere with the neighborhood.
2. Traffic access shall be maintained.

B. Protection:

1. Use all means necessary to protect material and preserve specification requirements.
2. Replace all damaged material or material that has lost specification requirements.

PART 2 - PRODUCTS

Not Specifically Required

PART 3 - EXECUTION**3.01 STREET REPAIR AND DRIVEWAY REPAIR****A. General:**

These specifications provide a minimum standard for the removing of various pavement surfaces, open trenches, excavating, method of backfilling and replacement of various pavement surfaces. These specifications meet the requirements of the Owner as a standard to be followed in all cases where street or drive surfaces are disturbed in the process of any and all excavation work.

- B. Class A Street (Portland cement concrete pavement):
1. Prior to replacement of the concrete pavement, the concrete surface shall be scored with a saw on each side of the required excavation to a minimum depth of 2 inches. The size of the area cut shall be 1 foot greater in all directions than the size of the excavation. This is to provide a minimum 6 inch shoulder of undisturbed subgrade surrounding the excavation.
 2. All broken concrete shall be removed from the site and not used for backfill material.
 3. The walls of the excavation shall be vertical for the full length. Sufficient bracing or shoring shall be provided to hold the excavation walls in vertical plane and to prevent under-cutting of the undisturbed pavement. Sloping of trench walls in deep excavations may be permitted by the Owner or his authorized representative. Bracing or shoring may be omitted where, in the opinion of the Owner's authorized representative, depth of excavation and soil conditions warrant.
 4. All excavated materials shall be removed and disposed of after work within the excavated area is complete. The excavation shall be backfilled with clean 1/2 inch aggregate (3/8 inch minimum to 3/4 inch maximum) or type as specified in Section 109 and 109.1 and 109.2 of the Standard Specifications for State Road and Bridge Construction, State Highway Commission of Missouri, current edition, to the bottom of the concrete paving.
 5. The pavement removed shall be replaced with high early strength Class A concrete having a compressive strength of 3,750 pounds per square inch at 27 days. The new finish shall be flush with the present street surface.
- C. Class B Street (Hot mix asphaltic concrete or brick surface):
1. Conform to paragraphs (1) through (4) inclusive of the specifications for Class A Street (Portland cement concrete pavement).
 2. All removed paving shall be removed from the site and not used for backfill material. The minimum 6 inch shoulder shall be excavated to a point no less than 9 inches below the existing street surface. Across the backfilled excavation and resting on the 6 inch shoulders shall be poured a 6 inch slab of high early strength class A concrete having a compressive strength of 3,750 pounds per square inch at 27 days. After 48 hours, this slab shall be covered with 3 inches of hot mix asphalt and rolled. The new finish shall be flush with the present street surface.
- D. Class C Street (D.A.S.T., double asphalt surface treatment roads with base):
1. Conform to paragraphs (1) through (4) inclusive of the specifications for Class D Streets below, except final 6 inches of backfill shall be rolled stone base material. The crushed rock base shall be replaced by applying 2 lifts of 3 inch each of crushed rock to state highway specifications. Each lift shall be saturated with water and rolled. When compaction has been attained, and surface moisture evaporated, double asphalt surface treatment shall be applied. Penetration course shall be MC-0 at the rate of 0.20 gallon per square yard. Surface course shall be RC-3 at the rate of 0.35 per gallon per square yard and to be covered with clean 3/8 inch to 1/2 inch crushed aggregate at the rate of 20 pounds per square yard with a lap of 1 foot outside the disturbed area. Surface course shall be applied twice.

- E. Class D Street: (Surface asphalt treatment roads and earth base):
1. Initial cutting will be permitted by excavating machinery.
 2. Excavation wall shall be vertical and shall be braced and shored to prevent undercutting or crumbling. Sloping of trench walls in deep excavations may be permitted by the Owner's authorized representative, if depth of excavation and soil conditions warrant.
 3. Backfill shall consist of clean 1/2 inch aggregate or of rolled stone base material, to the level of the existing paving.
 4. Surface treatment shall conform to penetration and surface course for Class C Streets. Surface course shall be applied once.
- F. Crushed Stone Streets or Drives:
1. Six inches of compacted stone base meeting Missouri Highway Spec. 1007.1, Type 1 aggregate shall be placed over all disturbed areas.
 2. Preparation shall be as required by the applicable sub-articles of Section 203 of the Missouri Standard Specification for Highway Construction, 1977 Edition or latest revision.
 3. Crushed stone shall be placed and compacted in two lifts.
 4. All County and City gravel surface roads shall be backfilled entirely with approved crushed rock or river gravel. The disposal of unsuitable material excavated will be the responsibility of the Contractor.

END OF SECTION

PART 1 - GENERAL**1.01 SECTION INCLUDES**

Ductile iron pressure pipe.

1.02 RELATED SECTIONS

- A. Section 02221: Trenching, Backfilling, and Compaction
- B. Section 02640: Valves, Hydrants, and Accessories
- C. Section 02675: Disinfecting Water Mains

1.03 QUALITY ASSURANCE

- A. Supervision:
 - 1. Provide full time superintendent on the project who is qualified and experienced in the installation of ductile iron pipe.
 - 2. The superintendent shall direct all work in the execution of this portion of the work to insure proper and adequate installation.
- B. Codes and standards:

Installation shall comply with specifications, AWWA C600 and manufacturer's recommendations.

1.04 SUBMITTALS

- A. Shop drawings:

Submit shop drawings to the Engineer within 30 days after award of Contract in accordance with Section 01340, showing all the materials to be furnished and installed.
- B. As-built drawings:

During progress of the work, maintain an accurate record of all changes made in the plumbing installation from the layout and materials shown on the approved shop drawings.

PART 2 - PRODUCTS**2.01 MATERIALS**

- A. where designated on the Plans, piping and fittings shall be ductile iron pipe.
- B. Pipe shall have slip joints or mechanical joints. Only one of the two joint types shall be used on this project.
- C. All fittings shall be mechanical joints.
- D. Four inch diameter pipe shall be Class 51.
- E. All 6, 8, 10, and 12 inch diameter pipe shall be Class 50.
- F. All pipe and fittings shall have cement lining and bituminous coatings inside and outside.
- G. All materials shall comply with the following specifications or the latest revisions thereof.
- | | |
|--|--|
| ANSI (A21.4) (AWWA C-104) | Cement lining for cast iron pipe. |
| ANSI (A21.11) (AWWA C-111) | Mechanical joints for cast iron and ductile iron pressure pipe and fittings. |
| ANSI (A21.10) (AWWA C-110) | Short bodied fittings for water. |
| WW-P-421a Type II | Roll-on rubber gasket joint cast iron pipe. Pipe size 12 inch and smaller. |
| ANSI (A21.51) (AWWA C-151) | Ductile Iron pipe |
| ANSI (A21.50) (AWWA C-150) | |
| (AWWA C-100) | Cast iron pressure fittings. |

PART 3 - EXECUTION**3.01 HANDLING**

- A. Pipe, fittings, and accessories shall be handled in a manner that will ensure their installation in the work in sound, undamaged condition. Equipment, tools and methods used in unloading, reloading, hauling and laying pipe and fittings shall be such that they are not damaged. Hooks inserted in ends of pipe shall have broad, well padded contact surfaces.

- B. Pipe and fittings in which the cement lining has been broken or loosened shall be replaced by and at the expense of the Contractor. Where the damaged areas are small and readily accessible, the Contractor may be permitted to repair the lining, subject to the approval of the Engineer.
- C. All pipe coating which has been damaged shall be repaired by the Contractor before installing the pipe.

3.02 CUTTING PIPE

- A. Cutting of ductile iron pipe shall be in accordance with the recommendations of the manufacturer.

3.03 CLEANING

- A. The interior of all pipe and fittings shall be thoroughly cleaned of all foreign matter before being installed and shall be kept clean until the work has been accepted. All lumps, blisters, and excess coating shall be removed from exterior spigot and interior bell surfaces. Such surfaces shall be wire brushed and wiped clean, dry, and free from oil and grease before placing the spigot in the bell. All joint contact surfaces shall be kept clean until the jointing is completed.
- B. Every precaution shall be taken to prevent foreign material from entering the pipe while it is being installed. No debris, tools, clothing, or other material shall be placed in the pipe.
- C. Whenever pipe laying is stopped, the open end of the line shall be sealed with a watertight plug. All water that may have entered the trench shall be removed prior to removing the plug. It is essential that no mud, trench water, or other foreign matter be permitted to enter the pipe line at any time.

3.04 INSPECTION

During installation, while suspended and hanging free, each pipe and fitting shall be inspected for defects and rung with a light hammer to detect cracks. All defective, damaged, or unsound pipe and fittings shall be rejected and removed from the site of the work.

3.05 ALIGNMENT OF BELL AND SPIGOT PIPE

- A. Pipe lines or runs intended to be straight shall be laid straight. Deflections from a straight line taken in joints shall not be greater than that recommended by the pipe manufacturer.

- B. Either shorter pipe sections, or special bends, shall be installed where the alignment or grade requires them.

3.06 LAYING PIPE

- A. Pipe shall be protected from lateral displacement by means of pipe embedment material installed as provided in the trench backfill specification.
- B. Under no circumstances shall pipe be laid in water and no pipe shall be laid under unsuitable weather or trench conditions.
- C. Pipe shall be laid with the bell ends facing the direction of laying except when making closures.

3.07 MECHANICAL JOINTS

Mechanical joints shall be carefully assembled in accordance with the manufacturer's recommendations. If effective sealing is not obtained, the joint shall be disassembled, thoroughly cleaned and reassembled. Overtightening bolts to compensate for poor installation practice will not be permitted.

3.08 BOLTLESS GASKETED JOINTS

All instructions and recommendations of the pipe manufacturer, relative to gasket installation and other jointing operations, shall be observed and followed by the Contractor. All joint surfaces shall be lubricated with heavy vegetable soap solution immediately before the joint is completed.

3.09 FLANGED JOINTS

When bolting flanged joints, care shall be taken to ensure that there is no restraint on the opposite end of the pipe or fitting which would prevent uniform gasket compression or which would cause unnecessary stress in the flanges. One flange shall be free to move in any direction while the flange bolts are being tightened. Bell and spigot joints shall not be packed or assembled until all flanged joints affected thereby have been tightened. Bolts shall be tightened gradually and at a uniform rate, in such a manner that gasket compression is uniform over the entire area of the gasket.

3.10 CONNECTIONS WITH EXISTING PIPE LINES

- A. Where connections are made between new work and existing piping, such connections shall be made using suitable and proper fittings to suit the conditions encountered. Each connection with an existing water pipe shall be made at a time and under conditions which will least interfere with water service to customers affected thereby, and as authorized by the Owner. Suitable facilities shall be provided for proper dewatering, drainage and disposal of all water removed from the dewatered lines and excavations, without damage to adjacent property.
- B. Great care shall be taken to prevent pipe line contamination when dewatering, cutting into, and making connections with, existing pipe lines used for the conveyance or distribution of water for domestic or public use. No trench water, mud, or other contaminating substance shall be permitted to get into the connected line or lines at any time during the progress of the work. The interiors of all pipe, fittings and valves, both new and re-used, installed in such connections, shall be thoroughly cleaned before installation.

3.11 REACTION ANCHORAGE AND BLOCKING

- A. All unlugged bell and spigot or all-bell tees, Y-branches and bends deflecting 11-1/4 degrees or more which are installed in piping subjected to internal hydrostatic heads in excess of 15 feet in exposed, or 30 feet in buried, piping shall be provided with suitable reaction blocking, struts, anchors, clamps, joint harness, or other adequate means for preventing any movement of the pipe caused by unbalanced internal liquid pressure.
- B. Trench installation:
Where in trench, the foregoing designated fittings shall be provided with concrete thrust blocking between the fitting and solid, undisturbed ground in each case, except where solid ground blocking support is not available. At the tops of slopes vertical angle bends shall be anchored by means of steel strap or rod anchors securely embedded in or attached to a mass of concrete of sufficient weight to resist the hydraulic thrust at the maximum pressures to which the pipe will be subjected. All concrete blocking and anchors shall be installed in such a manner that all joints between pipe and fittings are accessible for repair.
- C. The bearing area of concrete reaction blocking against the ground or trench bank shall be as shown by the plans or as directed by the Engineer in each case. In the event that adequate support against undisturbed ground cannot be obtained, metal harness anchorages consisting of steel rods or bolts across the joint and securely anchored to pipe and fitting or other adequate anchorage facilities approved by the Engineer shall be installed to provide the necessary support. Should the lack of a solid vertical excavation face be due to careless or otherwise improper trench excavation, the entire cost of furnishing and installing metal harness anchorages in excess of the contract value of the concrete blocking replaced by such anchorages shall be borne by the Contractor.

- D. For other locations:
Reaction blocking, struts, anchorages, or other supports for fittings installed in fills or other unstable ground, above grade, or exposed within structures, shall be provided as required by the plans or as directed by the Engineer.
- E. Protection of metal surfaces:
All steel clamps, rods, bolts and other metal accessories used in reaction anchorages or joint harness subject to submergence or contact with earth or other fill material and not encased in concrete shall be adequately protected from corrosion with not less than two coats of Koppers "Bitumastic No. 50", or approved equal, heavy coal tar coating material, applied to clean, dry metal surfaces. The first coat shall be dry and hard before the second coat is applied. Metal surfaces exposed above grade or within structures shall be painted with two coats (in addition to a primer coat) of a paint approved by the Engineer.

3.12 SEPARATION OF WATER MAINS, SANITARY SEWERS AND COMBINED SEWERS - MoDNR

- A. Parallel installation:
Water mains shall be laid at least ten feet horizontally from any existing or proposed sewer. The distance shall be measured edge to edge. In cases where it is not practical to maintain a ten-foot separation, the department may allow deviation on a case-by-case basis, if supported by data from the design engineer. Such deviation may allow installation of the water main closer to a sewer, provided that the water main is laid in a separate trench or on an undisturbed earth shelf located on one side of the sewer and on either case, at such an elevation that the bottom of the water main is at least 18 inches above the top of the sewer. In areas where the recommended separations cannot be obtained, either the waterline or the sewer line shall be constructed of mechanical joint pipe or cased in a continuous casing.
- B. Crossings:
Water mains crossing sewers shall be laid to provide a minimum vertical clear distance of 18 inches between the outside of the water main and the outside of the sewer. This shall be the case where the water main is either above or below the sewer. At crossings, the full length of water pipe shall be located so both joints will be as far from the sewer as possible but in no case less than ten feet. Special structural support for the water and sewer pipes may be required. In areas where the recommended separations cannot be obtained either the waterline or the sewer line shall be constructed of mechanical joint pipe or cased in a continuous casing that extends no less than ten feet on both sides of the crossing.
- C. Exception:
Any variance from the specified separation distances in paragraphs A and B must be submitted to the engineer for approval.

- D. Force mains:
There shall be at least a ten-foot horizontal separation between water mains and sanitary sewer force mains and they shall be in separate trenches. In areas where these separations cannot be obtained, either the waterline or the sewer line shall be cased in a continuous casing.
- E. Sewer manholes:
No waterline shall be located closer than ten feet to any part of a sanitary or combined sewer manhole.
- F. Disposal facilities:
No waterline shall be located closer than 25 feet to any on-site wastewater disposal facility, agricultural waste disposal facility, or landfill.

END OF SECTION

PART 1 - GENERAL**1.01 SECTION INCLUDES**

- A. Polyethylene encasement.

1.02 RELATED SECTIONS

- A. Section 02615: Ductile Iron Pipe
- B. Section 02221: Trenching, Backfill, and Compaction

1.03 QUALITY CONTROL

- A. Supervision:
Provide full time supervisor trained and familiar with the work to be undertaken.
- B. Workmanship:
All workmen shall be skilled and experienced in the specified work.

1.04 SUBMITTALS

- A. Shop drawings:
Submit shop drawings to the Engineer within 30 days after award of Contract in accordance with Section 01340.

PART 2 - PRODUCTS**2.01 MATERIALS**

- A. Polyethylene encasement materials shall be manufactured of virgin polyethylene possessing the following characteristics:

Type, Class, Grade, In accordance with ASTM Specification
Other Characteristics D-1248-68 or latest revision thereof.

Type 1

WATER MAINS
POLYETHYLENE ENCASEMENT FOR
DUCTILE IRON PIPE AND FITTINGS

0313045

02616-2

Class C	Black where exposure to weather (including sunlight) may be more than 48 hours. Exposure to weather shall be kept to a minimum and in no case shall it exceed 10 days.
Grade	E-1
Flow Rate	0.4 maximum
Tensile Strength	1200 psi minimum
Elongation	300 percent minimum
Dielectric Strength	Volume resistivity, ohm-Cm ³ = 1015 800 volts per mil thickness

- B. Polyethylene tube material shall have a thickness of 0.008 inches (8 mils). The minus tolerance on thickness shall not exceed 10 percent of the nominal thickness.
- C. The minimum tube size for each pipe diameter shall be as listed in Table 1. For pipe sizes greater than 24 inches, tube size may be determined by multiplying the nominal pipe diameter by 2.25 to obtain minimum flat tube width.

TABLE 1

NOMINAL PIPE DIAMETER (INCHES)	POLYETHYLENE FLAT TUBE WIDTH (INCHES)
4	16
6	20
8	24
10	27
12	30
14	34
16	37
18	41
20	45
24	53

- D. Adhesive tape shall be a general purpose adhesive tape 1-inch wide and approximately 8 mils thick, such as Scotchtape No. 50, Pol. No. 900, Tapecoat CT or approved equal.

PART 3 - EXECUTION**3.01 INSTALLATION**

- A. General:
Polyethylene encasement shall be installed on ductile iron pipe and fittings. Although not intended to be a completely air- and water-tight enclosure, the polyethylene shall prevent contact between the pipe and the surrounding backfill.
- B. Pipe:
This standard includes two different methods for the installation of polyethylene encasement.
1. Method A:
 - a. Cut polyethylene tube to a length approximately 2 feet longer than the length of the pipe section. Slip the tube around the pipe, centering it to provide a 1 foot overlap on each adjacent pipe section, and bunching it accordion-fashion lengthwise until it clears the pipe ends.
 - b. Lower the pipe into the trench and make up the pipe joint with the preceding section of pipe. A shallow bell hole must be made at joints to facilitate installation of the polyethylene tube.
 - c. After assembling the pipe joint, make the overlap of the polyethylene tube. Pull the bunched polyethylene from the preceding length of pipe, slip it over the end of the new length of pipe, and secure in place with one circumferential turn of adhesive tape plus enough overlap to assure firm adhesion. Then slip the end of the polyethylene from the new pipe section over the end of the polyethylene from the new pipe section over the end of the first wrap until it overlaps the joint at the end of the preceding length of pipe. Tape it in place. Take up the slack width to make a snug, but not tight, fit along the barrel of the pipe, securing the fold at quarter points with adhesive tape.
 - d. Repair any rips, punctures, or other damage to the polyethylene with adhesive tape or with a short length of polyethylene tube cut open, wrapped around the pipe, and secured with adhesive tape. Proceed with installation of the next section of pipe in the same manner.
 2. Method B:
 - a. Cut polyethylene tube to a length approximately 1 foot shorter than the length of the pipe section. Slip the tube around the pipe, centering it to provide 6 inches of bare pipe at each end. Make polyethylene snug, but not tight. Tape down and secure ends as described in B,1.
 - b. Before making up a joint, slip a 3 foot length of polyethylene tube over the end of the preceding pipe section, bunching it accordion-fashion lengthwise. After completing the joint, pull the 3 foot length of polyethylene over the joint, overlapping the polyethylene previously installed on each adjacent section of pipe by at least 1 foot. Make snug,

- tape down, and secure each end as described in B,1.
- c. Repair any rips, punctures, or other damage to the polyethylene as described in B,1. Proceed with installation of the next section of pipe in the same manner.
- C. Pipe-shaped appurtenances:
Bends, reducers, offsets, and other pipe-shaped appurtenances shall be covered with polyethylene in the same manner as the pipe.
- D. Odd-shaped appurtenances:
Valves, tees, crosses, and other odd-shaped pieces which cannot practically be wrapped in a tube shall be wrapped with a flat sheet or split length of polyethylene tube. The sheet shall be passed under the appurtenance and brought up around the body. Seams shall be made by bringing the edges together, folding over twice, and taping down. Slack width and overlaps at joints shall be handled as described in B,1. Tape polyethylene securely in place at valve stem and other penetrations.
- E. Openings in encasement:
Openings for branches, service taps, blow-offs, air valves, and similar appurtenances shall be made by making an x-shaped cut in the polyethylene and temporarily folding the film back. After the appurtenance is installed, tape the slack securely to the appurtenance and repair the cut as well as any other damaged areas in the polyethylene with tape.
- F. Junctions between wrapped and unwrapped pipe:
Where polyethylene wrapped pipe joins a pipe which is not wrapped, extend the polyethylene tube to cover the unwrapped pipe a distance of at least 2 feet. Secure the end with circumferential turns of tape.

END OF SECTION

PART 1 - GENERAL**1.01 SECTION INCLUDES**

- A. Polyvinyl chloride pressure pipe required for project.

1.02 QUALITY ASSURANCE

- A. Supervision:
1. Provide full time superintendent on the project who is qualified and experienced in the installation of P.V.C. pipe.
 2. The superintendent shall direct all work in the execution of this portion of the work to insure proper and adequate installation.
- B. Codes and standards:
Installation shall comply with the applicable specifications of the AWWA and manufacturer.

1.04 SUBMITTALS

- A. Shop drawings:
Submit shop drawings to the Engineer within 30 days after award of Contract in accordance with Section 01340, showing all the plumbing system and plumbing materials to be furnished and installed.
- B. As-built drawings:
During progress of the work, maintain an accurate record of all changes made in the plumbing installation from the layout and materials shown on the approved shop drawings.

PART 2 - PRODUCTS**2.01 FITTINGS FOR DIP, CIP, OR C900 PVC THAT IS DUCTILE IRON O.D.**

- A. Ductile Iron Fittings shall be "mechanical joint" conforming to ANSI A21.53 (AWWA C153).
- B. Fittings on pipe thru 12 inch size shall be compact type conforming to AWWA C153. All other sizes shall be normal dimension.

2.02 PLASTIC PIPE - DUCTILE IRON O.D.

- A. The pipe shall be produced according to AWWA C900 specification for Class 200 psi. The pipe shall be produced by an extrusion process using resin complying with ASTM Specifications D1784. Unless designated otherwise on the plans, the pipe shall conform to all the requirements of Specifications AWWA C900-81 with a standard dimension ratio of DR of 14 for barrel, bell or coupling. All pipe shall bear the AWWA seal of approval and designation. Certificates of compliance with these specs shall be furnished upon request.
- B. Only elastomeric ring seals are to be used for joining pipes. Thrust blocks will be necessary at bends, tees, and reducers.
- C. The elastomeric gaskets for plastic pressure pipe shall conform with the requirements of ASTM F477. The joint shall have been tested and approved by the National Sanitation Foundation and certification of said approval shall be submitted.
- D. Prior to use, Engineer shall be given opportunity for examination and testing. Any pipe found to be injured, damaged or to have defects shall be removed. The pipe shall then be delivered along the line in which the pipe is to be laid. The pipe shall be handled in a manner as recommended by the manufacturer so that minimum damage results.

2.03 RESTRAINED JOINT PVC PIPE

- A. Where restrained joint PVC is indicated on plan sheets, pipe shall be North American Specially Products Certa-LOK Tapered Bell Restrained Joint PVC Pressure Piping System, Aquamine, or approved equal. Restrained joint pipe shall meet the ASTM D22-41 Standard Specifications for Poly Vinyl Chloride (PVC), Pressure Rated pipe (SDR Series)."
- B. Installation of pipe shall follow manufacturer's recommended procedure and is to be in accordance with Missouri Department of Natural Resources guidelines.
- C. Restrained Joint pipe shall have the following:
 - 1. DR 14, Class 305 psi pressure rating
 - 2. Designed for permanent use

PART 3 - EXECUTION**3.01 INSTALLATION**

- A. Maximum allowable bends in PVC pipe:

The following table gives the maximum distance from the center line of any length of PVC pipe to a chord line from the center of the joints at either end (mid-ordinate distance).

<u>Pipe Size</u>	<u>20 Ft. Length</u>	<u>40 Ft. Length</u>
1 in.	1.0 ft.	4.0 ft.
2 in.	0.5 ft.	2.0 ft.
3 in.	0.33 ft.	1.33 ft.
4 in.	0.25 ft.	1.0 ft.
6 in.	0.16 ft.	.67 ft.
8 in.	0.125 ft.	
10 in.	0.10 ft.	
12 in.	0.082 ft.	

Bends greater than the above require fittings. Use long radius elbow bends where possible.

- B. Plastic pipe shall be kept shaded and shall be covered with backfill immediately after installation. Pipe shall be installed in accordance with manufacturer's instructions.

No rock or debris shall be placed in trench within 6 inches of the pipe.

- C. The interior of all pipe and fittings shall be thoroughly cleaned of all foreign matter before being installed and shall be kept clean until the work has been accepted. All joint contact surfaces shall be kept clean until the jointing is completed.
- D. Every precaution shall be taken to prevent foreign material from entering the pipe while it is being installed. No debris, tools, clothing, or other materials shall be placed in the pipe.
- E. Whenever pipe laying is stopped, the open end of the line shall be sealed with a watertight plug. All water that may have entered the trench shall be removed prior to removing the plug. It is essential that no mud, trench water, or other foreign matter be permitted to enter the pipe line at any time.
- F. Pipe lines or runs intended to be straight shall be laid straight. Deflections from a straight line taken in joints or in pipe shall not be greater than that recommended by the pipe manufacturer.
- G. Either shorter pipe sections, or special bends shall be installed where the alignment or grade requires them.
- H. Pipe shall be protected from lateral displacement by means of pipe embedment material installed as provided in the trench backfill specification.
- I. Under no circumstances shall pipe be laid in water and no pipe shall be laid under unsuitable weather or trench conditions.
- J. Pipe shall be laid with the bell ends facing the direction of laying except when

making closures.

- K. Mechanical joints shall be carefully assembled in accordance with the manufacturer's recommendations. If effective sealing is not obtained, the joint shall be disassembled, thoroughly cleaned and reassembled. Overtightening bolts to compensate for poor installation practice will not be permitted.
- L. Boltless gasketed joints shall be assembled following all instructions and recommendations of the pipe manufacturer, relative to gasket installation and other jointing operations, and shall be observed and followed by the Contractor. All joint surfaces shall be lubricated with heavy vegetable soap solution immediately before the joint is completed.

3.02 CONNECTIONS WITH EXISTING PIPE LINES

- A. Where connections are made between new work and existing piping, such connections shall be made using suitable and proper fittings to suit the conditions encountered. Each connection with an existing water pipe shall be made at a time and under conditions which will least interfere with water service to customers affected thereby, and as authorized by the Owner. Suitable facilities shall be provided for proper dewatering, drainage and disposal of all water removed from the dewatered lines and excavations, without damage to adjacent property.
- B. Great care shall be taken to prevent pipe line contamination when dewatering, cutting into, and making connections with, existing pipe lines used for the conveyance or distribution of water for domestic or public use. No trench water, mud, or other contaminating substance shall be permitted to get into the connected line or lines at any time during the progress of the work. The interiors of all pipe, fittings, and valves, both new and re-used, installed in such connections, shall be thoroughly cleaned before installation.

3.03 REACTION ANCHORAGE AND BLOCKING

- A. All unlugged bell and spigot or all-bell tees, Y-branches and bends deflecting 11-1/4 degrees or more which are installed in piping subjected to internal hydrostatic heads in excess of 15 feet in exposed, or 30 feet in buried, piping shall be provided with suitable reaction blocking, struts, anchors, clamps, joint harness, or other adequate means for preventing any movement of the pipe caused by unbalanced internal liquid pressure.

3.04 SEPARATION OF WATER MAINS, SANITARY SEWERS AND COMBINED SEWERS MoDNR

- A. Parallel installation:

Water mains shall be laid at least ten feet horizontally from any existing or proposed sewer. The distance shall be measured edge to edge. In cases where it is not practical to maintain a ten-foot separation, the department may allow deviation on a case-by-case basis, if supported by data from the design engineer. Such deviation may allow installation of the water main closer to a sewer, provided that the water main is laid in a separate trench or on an undisturbed earth shelf located on one side of the sewer and on either case, at such an elevation that the bottom of the water main is at least 18 inches above the top of the sewer. In areas where the recommended separations cannot be obtained, either the waterline or the sewer line shall be constructed of mechanical joint pipe or cased in a continuous casing.

- B. Crossings:
Water mains crossing sewers shall be laid to provide a minimum vertical clear distance of 18 inches between the outside of the water main and the outside of the sewer. This shall be the case where the water main is either above or below the sewer. At crossings, the full length of water pipe shall be located so both joints will be as far from the sewer as possible but in no case less than ten feet. Special structural support for the water and sewer pipes may be required. In areas where the recommended separations cannot be obtained either the waterline or the sewer line shall be constructed of mechanical joint pipe or cased in a continuous casing that extends no less than ten feet on both sides of the crossing.
- C. Exception:
Any variance from the specified separation distances in paragraphs A and B must be submitted to the engineer for approval.
- D. Force mains:
There shall be at least a ten-foot horizontal separation between water mains and sanitary sewer force mains and they shall be in separate trenches. In areas where these separations cannot be obtained, either the waterline or the sewer line shall be cased in a continuous casing.
- E. Sewer manholes:
No waterline shall be located closer than ten feet to any part of a sanitary or combined sewer manhole.
- F. Disposal facilities:
No waterline shall be located closer than 25 feet to any on-site wastewater disposal facility, agricultural waste disposal facility, or landfill.

END OF SECTION

PART 1 - GENERAL**1.01 SECTION INCLUDES**

- A. Valves
- B. Fire Hydrants
- C. Valve Boxes
- D. Related Items

1.02 RELATED SECTIONS

- A. Section 02615: Water Mains - Ductile Iron Pressure Pipe
- B. Section 02620: Water Mains - Polyvinyl Chloride Pressure Pipe

1.03 QUALITY CONTROL

- A. Supervision:
Provide full time supervisor trained and familiar with the work to be undertaken.
- B. Workmanship:
All workmen shall be skilled and experienced in the specified work.

1.04 SUBMITTALS

Shop drawings:

Submit shop drawings to the Engineer within 30 days after award of Contract in accordance with Section 01340.

PART 2 - PRODUCTS**2.01 VALVES**

- A. Gate valves 12 inches and smaller:
 - 1. All gate valves shall comply with requirements of "Standard Specifications for Resilient Seated Gate Valves for Ordinary Water Works Service" AWWA C509 except as amended herein. All valves shall be resilient seated wedge type.

2. All gate valves unless noted otherwise on the plans shall have ends of standard mechanical joints conforming to ANSI/AWWA C111/A21.11. Flanged end valves shall conform to ANSI B16.1 Class 125.
3. All gate valves shall be mounted in the line in a vertical position unless noted otherwise on the plans.
4. All gate valves shall be provided with "O" rings for sealing of the valve stem.
5. All gate valves shall be equipped with 2 inch square operating nuts. Valves shall close on clockwise rotations.
6. All valves shall be designed for operation at a working pressure of not less than 200 psi.

2.02 FIRE HYDRANTS

- A. All fire hydrants shall comply with requirements of "AWWA Standard for Fire Hydrants for Ordinary Water Works Service" C502 except as amended herein.
- B. All hydrants shall have replaceable "breakable" sections. Hydrants shall be compression type closing with line pressure. Hydrants shall have inlet connection of 6 inch size with standard flange connection for direct bolting to auxiliary gate valve.
- C. All hydrants shall have two hose outlets with National Standard 2-1/2 inch hose threads, and on 4-1/2 inch steamer connection with National Standard threads. Operating nut shall conform to National Standard measurements.
- D. Valve opening shall be 5-1/4 inch.
- E. Hydrant valve shall open on counter-clockwise rotation of the operating nut.
- F. Hydrants shall be painted a finish coat of red above the ground line.
- G. Burial depths for hydrants will and may vary, but shall not be less than 4 feet. The steamer connection shall not be less than 12 inches nor greater than 24 inches above finish grade. The contractor shall furnish and install all spool pieces as may be necessary to adjust hydrants to the proper height.

2.03 VALVE BOXES

- A. Traffic areas:
Valve boxes shall be Clay & Bailey, or equal, three-piece, slip type 5-1/4 inch shaft for roadway service. Cover shall have the word "Water" cast on its top.

2.04 TAPPING SLEEVES

- A. Tapping sleeves shall be as manufactured by the Mueller Co. or M & H Valve & Fitting Co. or approved equal, for 150 psi working pressure. Sizes and number shall be as indicated on the plans. Joints shall be mechanical joint suitable for the pipe to be tapped. Outlet shall be flanged ASA B 16.1.
- B. Valves for tapping sleeves shall be as per 2.01 A in this section except that end connection shall be flanged and mechanical joint.

2.05 AIR RELEASE VALVES

- A. The air release valve shall operate (open) while pressurized, allowing entrained air to escape from the water pipeline, pump or reservoir tank, thru the air release orifice. After entrained air escapes thru the air release orifice, the valve orifice shall be closed by a needle mounted on the compound lever mechanism, energized by a CONCAVE FLOAT to prevent water from escaping. The air release valve will then stay closed until more air accumulates in it and the opening cycle will repeat automatically.
- B. The needle shall be Buna-N for tight shut-off and be resilient to prevent seepage due to pipeline or pump vibrations.
- C. The air release valve compound internal level mechanism shall be all Bronze. All other internals must be stainless steel. The stainless steel float must be CONCAVE and sufficiently bouyant to operate water and be SPURT FREE.
- D. The valve shall withstand 500 psi test pressure and have a 3/16 inch orifice for operating (opening) pressure up to 150 psi. The venting capacity @ 150 psi shall be 55 CFFAM.
- E. Valve to be APCO Model 1 inch - 200A Air Release Valve, as manufactured by Valve & Primer Corporation, Schaumburg, Illinois, U.S.A.

2.06 LOCATOR WIRE/ACCESS TESTING PORTS

Locator wire shall be 12 AWG solid copper insulated wire or 12 AWG copperclap steel wire as manufactured by Copperhead Industries, LLC, or approved equal. Install wire in the trench with the main. All wire connections shall be Copperhead Snake Bite Connectors, dry conn direct bury lug or snake bite wire nuts, or approved equal.

Install access ports at 1,000 feet max. intervals as detailed on plans. All valves, air release vaults, hydrants, flushing assemblies and blow-offs shall have access ports as well as every 1,000 feet. Access port shall be Copperhead, LP Test services or above ground posts shall be "Internal Terminal Style" with standard board with two terminals. Post shall be Rhino TriView Flex Tracing Station Model TVTI 72-BB2 or equal.

Contractor to field verify continuity of wire between access ports after installation. Payment for locator wire will be subject to successful continuity test and report.

When directional drilling or boring is required, only Copperhead® Extra High Strength (EHS), #1245B with 45 mil High Density Polyethylene (HDPE) jacket with minimum 1150# break load, will be used.

2.07 SERVICE CONNECTIONS

- A. Service pipe:
The pipe from the main to the meter holding device shall be 1-inch rigid plastic pipe SDR 13.5 for 315 pounds working pressure and shall conform to the preceding specifications for plastic pipe or polyethylene service tubing (ASTM). If polyethylene tubing is used, Ford No. 82 stainless steel insert sleeves shall be used on each pack joint end. All service line installed in highway right-of-way shall be type K copper and subject to approval by the MHTD.
- B. Meter holding device:
1. The meter holding device shall provide a complete mounting for the installation of and the holding of the water meter so that the line of flow through the meter shall be 18 inches above the lower edge of the meter box.
 2. The copper meter yoke shall be provided with an inverted ground key angle valve or shut-off valve on the inlet side. On the customer side of the setter, a check valve is to be serviceable, spring loaded and one seat of resilient material. Check valve shall be guaranteed and tested to withstand a vacuum or external pressure test of 10.8 psia (22 in Hg) for 1 hour with no leakage. Each end of the yoke shall be provided with a combination tailpiece with inside I.P. thread. The yoke shall provide a copper, brass, or bronze passage entirely through the meter box with the exception of the meter. The construction shall be such that the meter may be removed without removing the meter holding device, and the footing or the discharge leg of the yoke shall extend at least 18 inches from the centerline of the meter box. Setter shall have a pack joint for PVC on each end. The meter holding device shall be an A.Y McDonald Mfg. Co. #22-218WW2233 coppersetter, or approved equal.
- C. Service saddle:
Service saddle for main line shall be A.Y McDonald Mfg. Co. #3892. Corporation stop shall be 3/4 inch male IPS by 3/4 inch tube compression
- D. Service meter:
1. Meters furnished under these specifications shall be product of a manufacturer with at least 5 years experience in meter manufacturing for the American Water Works market. Meter shall utilize positive displacement measuring chamber for cold water service, of split-case design with provision for frost protection with a nutating disc. The nutating disc shall make no more than 50 oscillations per gallon.
 2. Meters shall comply with A.W.W.A. Standard C700-95 for accuracy, capacity,

- pressure loss and dimensions.
3. Meters may be either mechanically or magnetically driven with sealed registers. Meters with stuffing box, spindle and packing gland will not be acceptable.
 4. Meters shall be readily adaptable to remote readout capability designed and manufactured for Badger meters.
 5. Meters shall carry a minimum 5-year/750,000 gallons warranty against defective materials and workmanship and shall be Badger.
 6. The body cases shall be of high quality bronze with the manufacturer's serial number imprinted thereon and have raised markings to indicate the direction of flow.
 7. A hinged cover bearing the name of the manufacturer in raised letters shall be provided for the register glass. Thread protectors shall be supplied for the connection ends and the cases shall have provisions for wire sealing the meter body. Cases must be capable of withstanding working pressures of 150 psi.
 8. Registers shall be straight-reading in U.S. Gallons, sealed to prevent fogging and to prevent fluid contact with water being measured and with provision for test reading the flow to within 0.1 gallon. Register components shall be constructed of corrosion resistant material. The meter shall flow 15 gpm continuously and have a normal flow range of 1/2-25 gpm.
 9. Meter shall be 98.5%-101.5% accurate at 1/4 gpm.
 10. Meter shall have maximum pressure drop of 5 psi.
 11. Meters shall have radio heads installed with them as manufactured by meter manufacturer and be compatible with existing radio read system.
 - a. General:
 - 1) The encoder register will incrementally encode meter reading information and provide a digital signal to collection equipment. The register shall be permanently sealed in a glass and metal housing and constructed without the use of gaskets, available for pit and remote installations.
 - b. Registration
 - 1) The register shall provide an active six-digit number wheel for visual registration.
 - 2) The register shall incrementally encode the seven most significant digits of the meter reading for digital transmission to the remotely located AMR device.
 - 3) Position based (absolute) encoders will not be allowed.
 - 4) The test circle must fill the entire face of the register and employ a full test sweep hand and have division gradients of 1/100th of the units of registration.
 - 5) The units of measure shall be in U.S. Gallons, Cubic Feet, or Cubic Meters and appear in a conspicuous place on the face of the register.
 - 6) The register face shall prominently display the date code of manufacture, month and year, and indicate the model of water meter it is matched with.
 - 7) Every register shall utilize a low flow indicator for leak detection

and shall display it in appropriate colors: red for U.S. Gallons, blue for Cubic Feet, and black for Cubic Meters.

- c. Electrical Construction
 - 1) The register shall be driven by an accurate, solid-state data collection technology such as the piezoelectric switch. The use of reed switches and/or weigand sensors will not be allowed.
 - 2) The register shall provide digitally formatted data to the AMR device represent accurate meter information.
 - 3) The register shall offer compatibility to other levels of AMR: radio frequency, telephone, close-proximity meter reading, low earth orbit satellite technologies.

- d. Mechanical Construction
 - 1) Materials used in the construction of the register shall be environmentally safe with potable water systems. Absolutely no oil is allowed in the registration device.
 - 2) The register shall be constructed of a domed glass top and a copper bottom for maximum durability. No plastic tops or bottoms allowed.
 - 3) The register must be permanently sealed to provide superior moisture resistance flooded pit or remote settings. The permanent seal between the glass and copper bottom shall utilize an adhesive seal without the use of gaskets. This adhesive seal shall have a leak rate not to exceed 1×10^{-6} cc/sec when tested on a gas mass spectrometer. Absolutely no gasket seals will be allowed.
 - 4) The register shall have a shroud assembly and lid that is factory installed. Disassembly of the shroud or lid from the register shall require special tools. Lids shall be constructed of plastic or bronze.
 - 5) The register shall be attached to the water meter by bayonet connections. To ensure a high level of tamper resistance, a seal screw should be provided that effectively locks the register to the meter.
 - 6) The register must be removable from the water meter without removing them from service.
 - 7) The register must be factory prewired to pit and remote AMR devices requiring no wiring the field and available in a variety of wire lengths.
 - 8) No connections between the register and AMR device will be allowed.

- e. Warranty
 - 1) The manufacturer must warrant the encoder register to be free from defects in materials and workmanship for a period of 10 years from date of shipment.

- E. Meter box:
The meter box to be used on this project shall be of PVC Plastic, 18 inch in diameter and not less than 36 inches in length. Boxes shall be A2000 meter well as manufactured by Midwest, Inc.
- F. Meter box cover:
1. The meter box covers shall be of cast iron construction of a good quality cast iron at least 50 percent of which shall be new pig. It shall be constructed to fit on the meter box with lugs extended into the box to prevent displacement of the cover. Cover shall be Clay & Bailey, D2210 with lifting lugs or approved equal.
 2. The lid shall be held to the body with lugs and shall lock therein with a bronze or bronze-bushed worm lock. The box cover shall be not less than 4 inches high.
- G. Cover:
The trench for service lines shall provide not less than 36 inches of cover and shall be not less than 6 inches in width.
- H. Meter box location:
Excavation for the meter boxes shall be made at the location indicated by the Engineer.
- I. Boring under street roadways for service connections:
Where it is necessary to go under streets and paved roadways with service connections, it will be accomplished by boring unless special permission for trenching is secured.

2.08 SERVICE RECONNECTIONS

- A. Service pipe:
The pipe from the main to the reconnection point on the existing service shall be 3/4-inch rigid plastic pipe SDR 13.5 for 315 pounds working pressure and shall conform to the preceding specifications for plastic pipe or polyethylene service tubing (ASTM). If polyethylene tubing is used, Ford No. 82 stainless steel insert sleeves shall be used on each pack joint end. All service line installed in highway right-of-way shall be type K copper and subject to approval by the MHTD. This reconnection shall be made after potable water becomes available from the new main.
- B. Service saddle:
Service saddle for main line shall be A.Y McDonald Mfg. Co. #3892. Corporation stop shall be 3/4 inch male IPS by 3/4 inch tube compression.
- C. Service tap:
Service tap shall be completed by use of a drilling machine of specified size of 3/4" or 1" drilling requirements.
- D. Cover:
The trench for service lines shall provide not less than 36 inches of cover and shall be not less than 6 inches in width.

- E. Boring under street roadways for service reconnections:
Where it is necessary to go under streets and paved roadways with service reconnections, it will be accomplished by boring unless special permission for trenching is secured.

2.09 CAP EXISTING SERVICE TAP

Materials:

Materials to be used to cap an existing service line connection on a main shall be a Smith-Blair 242 repair clamp with stainless steel bolt.

2.10 BLOW-OFF ASSEMBLIES

Blow-offs shall be non-freezing, self draining type with a 42" bury, blow-offs will be furnished with a 4" JM inlet, a non-turning operating rod and shall open to the left. All of the working parts shall be of bronze-to-bronze design, and be serviceable from above grade with no digging. Units shall operate with a standard 2" gate valve wrench. When open, valve shall be 100% unobstructed and drain hole shall be covered. The outlet shall be 4" FIP with plug and extend a minimum of 12" above the ground, as manufactured by Kupferle Foundry Co., St. Louis, Missouri Model No. 7500, or approved equal.

PART 3 - EXECUTION

3.01 VALVES AND VALVE BOXES

- A. Valves and valve boxes shall be set plumb. Each valve box shall be placed directly over the valve it serves, with the top of the box brought flush with the finished grade. After being placed in proper position, earth shall be filled in around each valve box and thoroughly tamped for a distance on each side of the box of 4 feet at the top of the pipe and 2 feet measured at the top of the trench.
- B. Each valve shall be inspected before installation to ensure that all foreign substances have been removed from within the valve body, and shall be opened and closed to see that all parts are in first-class working condition.

3.02 FIRE HYDRANTS

- A. Hydrants shall be set at such an elevation that the minimum pipe cover is provided throughout the length of the branch supply line and that the nozzles are at least 12 inches and not more than 24 inches above the ground.
- B. Each hydrant shall be set on a concrete foundation not less than 18 inches square and 6

inches thick. To prevent the hydrant from blowing off the supply connection, the bowl of each hydrant shall be blocked against the end of the trench with cast-in-place reaction blocking, or it shall be tied to the pipe with suitable rods or clamps.

- C. Hydrant drainage shall be provided by installing around the hydrant, and below the top of the hydrant supply pipe, not less than 7 cubic feet of a mixture of two parts gravel or crushed stone retained on a 3/4 inch screen to one part of coarse sand.
- D. All hydrants shall stand plumb. Hydrants with pumper nozzles shall have their hose nozzles parallel with, and the pumper nozzle perpendicular to, the curb line. Hydrants having hose nozzles 90 degree apart shall be set so that the line bisecting the angle between the nozzles is perpendicular to the curb line. Hydrants located behind curbs where the sidewalks extend close to, or abut against, the curb shall be set that no portion of the pumper or hose nozzle caps will be less than 6 inches nor more than 12 inches from the gutter face of the curb. Where set in a parking between the curb and sidewalk, or between the sidewalk and property line, no portion of the hydrant or nozzle cap shall be within 6 inches of the sidewalk.
- D. Immediately before installation of a hydrant, the following operations shall be performed: (a) the hydrant shall be carefully inspected; (b) the hydrant interior shall be thoroughly cleaned; (c) the hydrant shall be opened and closed as many times as may be necessary to determine if all parts are in proper working order, with valves seating properly and the drain valve operating freely; and (d) the packing gland checked to determine if the packing is in place and the gland nut properly tightened.

END OF SECTION

PART 1 - GENERAL**1.01 SECTION INCLUDES**

- A. Testing of water lines, fire hydrants, and valves.

1.02 RELATED SECTIONS

- A. Section 02221: Excavation, Trenching & Backfill
- B. Section 02615: Ductile Iron Pressure Pipe
- C. Section 02620: Polyvinyl Chloride Pressure Pipe
- D. Section 02640: Valves, Hydrants, and Accessories
- E. Section 02675: Disinfecting Water Mains

1.03 QUALITY CONTROL

- A. Supervision:
Provide full time superintendent on the project who is qualified and experienced in testing procedures. Superintendent shall direct all work in connection with the testing.
- B. Codes and standards:
Testing shall comply with AWWA C605-94 Section 7 - Hydrostatic Testing.

1.04 SUBMITTALS

- A. Test reports:
Submit certified copies of test reports on each section of pipe tested.

PART 2 - PRODUCTS

None

PART 3 - EXECUTION**3.01 GENERAL**

- A. The Contractor shall provide all necessary piping connections, pumping equipment, pressure gauges, flow meters, and other equipment as necessary for the required test.
- B. Pressure and leakage test may be coordinated with the disinfection of the pipeline, subject to conditions of Section 02675 - "Disinfecting Water Mains."
- C. The Owner will furnish at the nearest available source, all water required for filling the lines and making the required test. The pipe shall be filled with water at a velocity not to exceed 1 foot per second. Air shall be expelled from pipe line during filling.
- D. Where practical, pipelines shall be tested in lengths of not more than 1500 feet.
- E. All pipe, fittings and other materials found to be defective, shall be removed and replaced with new materials by the Contractor.
- F. All lines that fail to meet tests shall be repaired and retested as necessary until test requirements are complied with.
- G. Testing prior to backfilling in no way relieves the Contractor of the responsibility of repairing leaks which become evident after the main is put into service or during the one-year guarantee period.

3.02 TESTING AFTER BACKFILL

- A. If the Contractor chooses to test after backfilling, he shall comply with all requirements shown for testing before backfilling, except that the duration of the test shall be for 4 hours. All surface indications of leaks shall be immediately corrected even though the total leakage is less than allowed.
- B. In the event the leakage is more than permissible, the system shall be corrected as found necessary to bring it within the allowed limits. It shall be subject to as many 4 hour tests as necessary to obtain the desired result. If a section of pipe fails the 4 hour test, then a 24 hour test may be required by the Project Engineer.

3.03 TESTING BEFORE BACKFILL

- A. All backup blocks and anchors shall have been in place at least 48 hours prior to testing.

- B. The test pressure shall be maintained for 2 hours or longer as is necessary for time to inspect the pipe line for visible leaks and as is required to obtain a reasonable time for leakage measurement.

3.04 PRESSURE TEST

- A. Test pressure:
1. All newly installed piping shall be hydrostatic pressure tested at 80 percent of rated pressure for all PVC pipe and at 150 psi for all ductile iron pipe.
 2. Pressure shall not vary by more than plus or minus 5 psi.
 3. Pressurization:
 - a. Each valved section of pipe shall be filled with water slowly and the specified test pressure, based on the elevation of the lowest point of the line or section under test and corrected to the elevation of the test gage, shall be applied by means of a pump connected to the pipe. Test shall begin after pipe is filled with water and the air expelled.
- B. Air removal:
Before applying the specified test pressure, air shall be expelled completely from the pipe, valves, and hydrants. If permanent air vents are not located at all high points, the Contractor shall install corporation cocks at such points so that the air can be expelled as the line is filled with water. After all the air has been expelled, the corporation cocks shall be closed and the test pressure applied. At the conclusion of the pressure test, the corporation cocks shall be removed and plugged, or left in place at the discretion of the Owner.
- C. Examination:
All exposed pipe, fittings, valves, hydrants, and joints shall be examined carefully during the test. Any damage or defective pipe, fittings, valves, or hydrants that are discovered following the pressure test shall be repaired or replaced with sound material and the test shall be repeated until it is satisfactory to the Owner.

3.05 LEAKAGE TEST

- A. General:
A leakage test shall be conducted concurrently with the pressure test.
- B. Leakage defined:
Leakage shall be defined as the quantity of water that must be supplied into the newly laid pipe, or any valved section thereof, to maintain pressure within 5 psi of the specified test pressure after the air in the pipeline has been expelled and the pipe has been filled with water.

C. Allowable leakage:

1. No pipe installation will be accepted if the leakage is greater than that determined by the following formula:

$$L = \frac{ND(0.08)P}{7400}$$

in which L is the allowable leakage, in gallons per hour; N is the number of joints in the length of pipeline tested; D is the nominal diameter of the pipe, in inches; and P is the average test pressure during the leakage test, in pounds per square inch gage.

2. The table below shows the allowable leakage in gallons per hour at 150 psi per 1000 feet in 18 foot nominal lengths. For 20 foot nominal lengths, multiply the leakage calculated from table by 0.9.

<u>Pipe Size</u>	<u>Allowable Leakage</u>
2	0.19
3	0.28
4	0.37
6	0.55
8	0.74
10	0.92
12	1.10
14	1.29
16	1.48
18	1.67
20	1.85
24	2.22

3. When testing against closed metal-seated valves, an additional leakage per closed valve of 0.0078 gallons per hour per inch of nominal valve size shall be allowed.
4. When hydrants are in the test section, the test shall be made against the closed hydrant.
5. All visible leaks shall be repaired regardless of the amount of leakage.

D. Acceptance of installation:

Acceptance shall be determined on the basis of allowable leakage. If any test of pipe laid discloses leakage greater than that specified, the Contractor shall, at his own expense, locate and repair the defective material until the leakage is within the specified allowance.

END OF SECTION

PART 1 - GENERAL**1.01 SECTION INCLUDES**

- A. Disinfecting water lines and determining the bacteriologic quality by laboratory test after disinfection.

1.02 RELATED SECTIONS

- A. Section 02221: Water Mains - Excavation, Trenching, and Backfill
- B. Section 02615: Water Mains - Ductile Iron Pressure Pipe
- C. Section 02620: Water Mains - Polyvinyl Chloride Pressure Pipe
- D. Section 02640: Water Mains - Valves, Hydrants, and Accessories

1.03 QUALITY CONTROL

- A. Supervision:
Provide full time superintendent on the project who is qualified and experienced in disinfection procedures. Superintendent shall direct all work in connection with the disinfection.
- B. Codes and standards:
Testing shall comply with AWWA C651-92 or latest revision thereto.

1.04 SUBMITTALS

- A. Test reports:
Submit certified copies of test reports on each section of pipe tested.

PART 2 - PRODUCTS**2.01 CHLORINE**

- A. Calcium hypochlorite (70 percent available chlorine).

PART 3 - EXECUTION**3.01 FLUSHING**

- A. Water lines shall be flushed prior to disinfection at a velocity of not less than 2.5 feet per second.
- B. Discharge point shall have adequate drainage to prevent flooding of surrounding area. Discharge point to be approved by Owner.

3.02 CHLORINE APPLICATION

- A. Continuous feed method:
1. This method is suitable for general application.

TABLE 2

Chlorine Required to Produce 50 milligrams per liter Concentration in 100 feet of Pipe - by Diameter

Pipe Size <u>in.</u>	100 percent Chlorine <u>lb.</u>	1 percent Chlorine Solutions <u>gal.</u>
4	0.027	0.33
6	0.061	0.73
8	0.108	1.30
10	0.170	2.04
12	0.240	2.88
14	0.334	4.01
16	0.436	5.24
18	0.552	6.63
24	0.981	11.78
30	1.533	18.40

2. Water from the existing distribution system or other approved sources of supply shall be made to flow at a constant measured rate into the newly-laid pipeline. The water shall receive a dose of chlorine, also fed at a constant measured rate. The two rates shall be proportioned so that the chlorine concentration in the water in the pipe is maintained at a minimum of 50 milligrams per liter available chlorine. To assure that this concentration is maintained, the chlorine residual should be measured at regular intervals in accordance with the procedures described in the current edition of Standard Methods and AWWA M12 - Simplified Procedures for Water Examination.

3. In the absence of a meter, the rate may be determined either by placing a pitot gage at the discharge or by measuring the time to fill a container of known volume.
4. Table 2 gives the amount of chlorine residual required for each 100 feet of pipe of various diameters. Solutions of 1 percent chlorine may be prepared with sodium hypochlorite or calcium hypochlorite. The latter solution requires approximately 1 lb. of calcium hypochlorite in 8.5 gallons of water.
5. During the application of the chlorine, valves shall be manipulated to prevent the treatment dosage from flowing back into the line supplying the water. Chlorine application shall not cease until the entire main is filled with the chlorine solution. The chlorinated water shall be retained in the main for at least 24 hours, during which time all valves and hydrants in the section treated shall be operated in order to disinfect the appurtenances. At the end of this 24 hour period, the treated water shall contain no less than 25 milligrams per liter chlorine throughout the length of the main.

3.03 FINAL FLUSHING

- A. After the applicable retention period, the heavily chlorinated water shall be flushed from the main until the chlorine concentration in the water leaving the main is no higher than that generally prevailing in the system, or less than 1 milligrams per liter. Chlorine residual determination shall be made to ascertain that the heavily chlorinated water has been removed from the pipe line. Heavily chlorinated water shall be de-chlorinated with sodium thiosulfate prior to discharge to the water course or sanitary/storm sewers.

3.04 BACTERIOLOGIC TEST

- A. After final flushing, and before the water main is placed in service, a sample or samples shall be collected from the end of the line and tested for bacteriologic quality and shall show the absence of coliform organisms. If the number and frequency of samples is not prescribed by the public health authority having jurisdiction, at least one sample shall be collected from chlorinated supplies where a chlorine residual is maintained throughout the new main. From unchlorinated supplies at least two samples shall be collected at least 24 hours apart.
- B. In the case of extremely long mains, it is desirable that samples be collected the length of the line as well as at its end.
- C. Samples for bacteriologic analysis shall be collected in sterile bottles treated with sodium thiosulphate. No hose or fire hydrant shall be used in collection of samples. A suggested sampling tap consists of a standard corporation cock installed in the main with a copper tube gooseneck assembly. After samples have been collected the gooseneck assembly may be removed, and retained for future use.

3.05 REPETITION OF PROCEDURE

- A. If the initial disinfection fails to produce satisfactory samples, disinfection shall be repeated until satisfactory samples have been obtained. When the samples are satisfactory, the main may be placed in service.

END OF SECTION

PART 1 - GENERAL**1.01 SECTION INCLUDES**

- A. Fertilizer.
- B. Mulch.
- C. Seed.
- D. Preparation.
- E. Maintenance.

1.02 RELATED SECTIONS

- A. Section 02200: Excavation, Backfill, and Site Grading

1.03 ALTERNATE METHODS AND PRODUCTS

- A. Alternate methods from those specified will be considered for use, provided that in the Engineer's opinion the end product will be equal to or exceed that which would result from the specified methods and products.

1.04 DEFINITIONS

- A. Weeds:
Includes Dandelion, Jimsonweed, Quackgrass, Horsetail, Morning Glory, Rush Grass, Mustard, Lambsquarter, Chickweed, Cress, Crabgrass, Canadian Thistle, Nutgrass, Poison Oak, Blackberry, Tansy Ragwort, Bermuda Grass, Johnson Grass, Poison Ivy, Nut Sedge, Nimble Will, Bindweed, Bent Grass, Wold Garlic, Perennial Sorrel, and Brome Grass.

1.05 REGULATORY REQUIREMENTS

- A. Comply with regulatory agencies for fertilizer and herbicide composition.

1.06 QUALITY ASSURANCE

- A. Provide seed mixture in containers showing percentage of seed mix, year of production, net weight, date of packaging, and location of packaging.

1.07 MAINTENANCE DATA

- A. Submit maintenance data for continuing Owner maintenance.
- B. Include maintenance instruction, cutting method, maximum grass height, types, application frequency, and recommended coverage of fertilizer.

1.08 DELIVERY, STORAGE, AND HANDLING

- A. Deliver grass seed mixture in sealed containers. Seed in damaged packaging is not acceptable.
- B. Deliver fertilizer in water proof bags showing weight, chemical analysis, and name of manufacturer.

PART 2 - PRODUCTS**2.01 AGRICULTURAL LIMESTONE**

- A. Shall be agricultural limestone with not less than 90 percent passing the No. 4 sieve and containing not less than 40 percent calcium carbonate equivalent. Lime shall be applied at the rate recommended by soil test.

2.02 FERTILIZER

- A. Shall be a standard commercial product which when applied at the proper rate will supply the equivalent quantity of total nitrogen, available phosphoric acid and soluble potash specified. Fertilizer shall be delivered to the site in bags or other suitable containers, each fully labeled, conforming to applicable state fertilizer laws, and bearing the name, trade name or trademark, and warranty of the producer.
- B. Requirements per acre:
 - 1. Six hundred pounds of 17-17-17 grade fertilizer or equivalent.

2.03 MULCH

- A. Shall be vegetive mulch consisting of cereal straw from stalks of oats, rye, wheat or barley. Straw shall be free of prohibited weed seeds as stated in State Seed Law and shall be relatively free of all other noxious and undesirable seeds. Straw shall be clean and bright, relatively free of foreign material and be dry enough to be spread properly.

2.04 SEED

- A. Seed shall be a mixture with the specified minimum purity and germination requirements, as follows:

<u>Seed Type</u>	<u>% Mix (By Wt.)</u>	<u>Purity %</u>	<u>Germination %</u>
Kentucky K-31 Fescue	52	97	85
Creeping Red Fescue	18	85	80
Rye Grass	8	98	85
Rye Grain	22	-	-

Variation in the above mix to suit local conditions or time of year may be required.

- B. Seed shall be labeled in accordance with USDA regulations. Care shall be taken during transportation to avoid segregation of seed mixtures.
- C. Seed shall be sown at a rate of 217 pounds of seed mix per acre for drill seeding. Seed mixture shall be thoroughly mixed prior to application.

PART 3 - EXECUTION**3.01 GENERAL**

- A. The application of fertilizer, seed, and mulch shall follow each other in successive sequence as closely as possible. Seeding shall be accomplished in the first of the following two periods after completion of earthwork.

February 15 to May 1st
September 1st to October 1st

- B. Seeding outside the specified seeding periods may be permitted at the Engineer's option, provided the Contractor is willing to make appropriate modifications to his seeding operations, and will guarantee the crop.

3.02 INSPECTION

- A. Contractor must request that Engineer inspect site grading, clean-up and surface preparation to determine if site is ready for the seeding, fertilizing and mulching operations.
- B. Upon Engineer's approval operations may begin.

3.03 SURFACE PREPARATION

- A. Immediately in advance of fertilizing, the surface to be seeded shall be repaired, if necessary, to eliminate all damage from erosion or construction operations. The surface shall then be loosened and thoroughly pulverized by discing, harrowing and raking or other approved methods, to such an extent that it is free from sod, stones, clods, or roots. All growth of vegetation that will seriously interfere with planting operations shall be removed and disposed of as directed. The final surface shall be smooth and uniform, and left in such a condition as to prevent formation of low places and pockets.

3.04 FERTILIZING

- A. Fertilizer and lime shall be dressed evenly over the areas to be seeded using approved mechanical type spreading equipment.
- B. Fertilizer and lime after spreading shall be immediately incorporated into the soil to a depth of approximately 2 inches, by chisel, spike tooth harrow, or other approved methods.

3.05 SEEDING METHODS

- A. General methods:
The Contractor shall employ a satisfactory method of sowing by use of either approved mechanical hand seeders or mechanical power-driven drills. When delays in operation carry the work beyond the specified planting seasons, or when conditions are such that by reason of drought, high winds, excessive moisture, or other factors, satisfactory results are not likely to be obtained, seeding shall stop. It will be resumed only where the desired results are probable or when approved alternate procedures have been adopted.
- B. Broadcast seeding:
When broadcast seeding is utilized, the seed shall be uniformly broadcast by mechanical hand seeder, in two directions at right-angles to each other and at 1/2 of the specified rate per acre in each direction. After the seed is broadcast it shall be covered by an approved method to a depth of 1/3 inch to 3/4 inch. Broadcast seeding shall not be done in windy weather.
- C. Drill seeding:
When drilling is utilized, it shall be done with approved equipment best suited to perform the work under prevailing conditions. The seed shall be uniformly drilled to a depth of one-third (1/3) inch to three-fourths (3/4) inch at the rate per acre specified. Drill seeding may be required in windy weather.
- D. Prior to start of seeding, the Contractor shall demonstrate that the application of seed is being made at the specified rate. A final check of the total quantity of seed used shall be made against the area seeded. If the check shows that the Contractor has not applied seed at the specified rate, he shall uniformly distribute seed at a rate calculated to meet the

shortage.

- E. The Contractor shall maintain the seeded areas until all fertilizing, seeding and mulching is complete and the work accepted by the Engineer. Areas damaged from the Contractor's own operations shall be repaired at his expense. After acceptance of the work the Contractor will not be held responsible for erosion due to weather, or conditions not due to the Contractor's own operations or negligence. The Contractor is not required to guarantee a crop, if seeding is done during the specified seeding periods.

3.06 MULCHING

- A. Immediately after seeding, the Contractor shall apply vegetative mulch at a rate between 1-1/2 and 2-1/2 tons per acre to all seeded areas. Quantity of mulch shall be adjusted within the above limits, as directed by the Engineer, to the particular area or slope being mulched. Total application of mulch for the project shall average approximately 2 tons per acre. Mulch shall be applied by mechanical mulch spreaders equipped to eject by means of a constant air stream controlled quantities of the vegetative mulch.
- B. Mulch shall be embedded by a disc type roller having flat serrated discs spaced not more than 10 inches apart, with cleaning scrapers for each disc.
- C. Where indicated, or in areas of the project where soil conditions are not suitable for satisfactory crimping, asphalt emulsion shall be applied with the mulching operation. The normal rate of application shall be 100 gallons per ton of straw; however, this rate may be varied as directed by the Engineer to suit the particular area or slope conditions.
- D. All mulch shall be distributed evenly over the areas to be mulched within 24 hours after the seeding operation. Following the mulching operation, suitable precautions shall be taken to prohibit traffic over mulched areas. Displaced mulch shall be replaced immediately, including repair of the underlying seed bed, if damaged as well.

3.07 MAINTENANCE

- A. The Contractor shall maintain all seeded areas until the grass is properly established (not less than 90 days) until satisfactory development. Maintenance shall be continued until final acceptance of the work.
- B. Maintenance of seeded areas shall include protecting, watering, mowing, fertilizing, and such other work as may be necessary to establish a permanent lawn. The Contractor shall reseed those seeded areas in which a satisfactory growth is not obtained, and shall refill any areas which become eroded prior to final acceptance of the work.
- C. Paved areas shall be kept clean while maintenance operations are in progress.

3.08 REPLACEMENT

- A. The Contractor shall replace all trees, shrubs, and flowers damaged by construction activities in the areas designated on the construction plans. The replacement trees and shrubs shall be equal in size to the damaged or removed specimen.

END OF SECTION

PART 1 - GENERAL**1.01 SECTION INCLUDES**

- A. Cast in place concrete.

1.02 QUALITY CONTROL

- A. Supervision:
1. Provide full time superintendent on the project who is qualified and experienced in concrete construction. Superintendent shall direct all work in connection with concrete construction.
 2. Finishers shall be journeymen concrete finishers experienced in concrete finish work.
- B. Codes and standards:
Work covered by this specification shall be as specified herein and as specified in "Building Code Requirements for Structural Concrete", ACI 318 (latest revision).

1.04 TESTING

- A. Laboratory and field testing shall be made on all concrete material including compression yield, air content, and slump test to the following ASTM Test and Specifications.
1. ASTM C31: Making and Curing Concrete Compressive and Flexural Strength Test Specimens in the Field.
 2. ASTM C33: Specification for Concrete Aggregate.
 3. ASTM C39: Test for Compressive Strength of Cylindrical Concrete Specimens.
 4. ASTM C87: Test for Effect of Organic Impurities in Fine Aggregate on Strength of Mortar.
 5. ASTM C143: Test for Slump of Portland Cement Concrete.
 6. ASTM C15: Specification for Portland Cement.
 7. ASTM C172: Sample Fresh Concrete.
 8. ASTM C231: Test for Air Content of Freshly Mixed Concrete by Pressure Method.
 9. ASTM C260: Specification for Air Entraining Admixtures for Concrete.
 10. ACI 211-1-70: Recommended Practice for Selecting Proportions for Normal Weight Concrete.
 11. ACI 214-65: Recommended Practice for Evaluation of Compression Test Results of Field Practice.

- B. Concrete test cylinders shall be made at the job site by the Contractor. Concrete sample shall be taken from concrete being placed. Four cylinders shall be made for each pour over 5 cubic yards. Two cylinders shall be made for each pour for minor structural concrete as manholes, walks, etc.

Identify test cylinders to area concrete was placed. Cure cylinders same as job concrete.

Deliver three cylinders at 4 days. Test one at 7 days, moist cure other and test two at 28 days. Hold fourth cylinder for backup. Job cylinder tests are the basis for acceptance of concrete.

- C. Air content shall be measured at the job site by the pressure method ASTM C231. Each test shall be recorded and identified to area concrete was placed. Test results shall be submitted to the Engineer. Air tests shall be made for all pours over 5 cubic yards and as directed by Engineer.
- D. Slump test shall be made on all concrete pours. Each test shall be recorded and identified to area concrete was placed. Test results shall be submitted to the Engineer.

1.05 SUBMITTALS AND CERTIFICATES

- A. Contractor shall submit name and location of transit mix company for approval.
- B. Submit complete laboratory testing data on aggregate gradation, deleterious substances, and durability of mix additives and cement.
- C. Delivery tickets shall be required with each load indicating mix design and information listed under ASTM C94-16.

1.06 PRODUCT HANDLING

- A. Transit mix:
Concrete shall be handled and preserved in its "batched" proportion during transportation. Mixing time shall not exceed 45 minutes.
Concrete improperly cared for or mixed in the truck longer than 45 minutes shall be disposed of away from the project. Water shall not be added at anytime during transit or at the job site.
- B. Defective concrete:
Damaged or defective concrete shall be repaired or removed and replaced immediately as directed by the Engineer.
- C. Batch adjustment:
Cement, aggregate, or water, shall not be added to the truck after batching in an attempt to adjust slump or other batch characteristics.

PART 2 - PRODUCTS

2.01 STRUCTURAL CONCRETE

A. General:

1. All concrete used in the project shall be furnished by a reputable permanent concrete plant using transit mix trucks. The plant shall be located within a reasonable distance from the project so travel time is 30 minutes or less. Supplier shall have adequate bins that weigh material by approved scale system. The supplier shall have an adequate number of modern trucks to ensure delivery of concrete as required for placing schedule. Supplier shall be subject to approval of the Engineer.
2. The Contractor shall use whatever means necessary to ensure concrete delivered to the project is properly batched with approved kinds and quantities of materials.
3. All admixtures used in concrete mix shall contain no chlorides.

B. Cement:

All cement shall be Type I Portland cement conforming to ASTM C150.

C. Fine aggregate:

1. Fine aggregate shall consist of natural sand conforming to ASTM C33. Sand shall be well graded, washed, and shall conform to the following sieve analysis:

<u>Sieve Size</u>	<u>Percent Passing</u>
1/2 inch	100
3/8 inch	99-100
No. 4	95-100
No. 8	85-95
No. 16	60-85
No. 30	30-60

<u>Sieve Size</u>	<u>Percent Passing</u>
No. 50	10-30
No. 100	0-5

2. The sand shall not have more than 35 percent retained between any two consecutive sieve sizes. Fineness modulus shall not be less than 2.5 nor more than 3.1.
3. The amount of deleterious substances in fine aggregate, each determined on independent samples complying with the grading requirements of Division 3, shall not exceed the following limits:

4. Table 1. - Limits for Deleterious Substances in Fine Aggregate for Concrete:

<u>Item</u>	<u>Maximum percent by Weight of Total Sample</u>
Clay Lumps	0.25
Material Finer than No. 200 Sieve	2.00
Coal & Lignite	0.06
Sticks, Leaves & Other Deleterious Material	0.25

5. Fine aggregate shall be free of injurious amounts of organic impurities. Except as herein provided, aggregates subjected to ASTM test No. C40-56T for organic impurities and producing a color darker than the standard shall be rejected.
6. Fine aggregate shall be free of material that could react harmfully with alkalis in the cement. If such materials are present in injurious amounts, the fine aggregate shall be rejected, or shall be used with cement containing less than 0.6 percent alkali calculated as sodium oxide or with the addition of a material that has been shown to inhibit undue expansion due to the alkali-aggregate reaction.
7. Except as provided above, fine aggregate subjected to five cycles of the soundness test (ASTM C88-59T), shall show a loss, weighted in accordance with the grading of a sample complying with the limitations set forth above, not greater than 10 percent when sodium sulfate is used or 15 percent when magnesium sulfate is used.

D. Coarse aggregate:

1. Coarse aggregate shall be crushed limestone having an established history of sound material conforming to ASTM C33 and shall be approved by the Engineer. Furnish soundness test results for approval of source. Coarse aggregate source shall not contain chert deposits.

Gradation

<u>Sieve Size</u>	<u>Percent Passing</u>
1½ inch	100
1 inch	95-100
1/2 inch	25-60
No. 4	0-10
No. 8	0-5

2. Satisfactory experience record shown for durability, otherwise pass soundness test ASTM C88-5 cycles using magnesium sulfate without splitting or losing more than 15 percent weight.
3. Contractor shall arrange and pay for testing if adequate history is not available.

- E. Water:
1. Water for mixing and curing concrete shall be clean, and free from injurious amounts of sewage, oil, acid, alkali, salt, or organic matter. Only potable water shall be used.
- F. Concrete mix:
1. All concrete for the project shall conform to the design mix listed in the table below. The concrete mix shall include water reducing agent and air entrainment of 6 percent air plus or minus 1.5 percent. Twenty-eight day design strength shall be 4500 psi. The total aggregate volume is based on 60 percent coarse aggregate and 40 percent fine aggregate by volume. In the event the percentage of fine aggregate is increased, the amount of cement shall be increased as directed to provide equivalent strength.

Maximum aggregate size	- 1 inch
Maximum water	- 250 lb/cy
W/C weight ratio (maximum)	- 0.410
Cement	- 6.49 sacks/cy
Fibrous concrete reinforcement	- 1.5 lbs./cy
 2. The supplier may submit complete data mix to accomplish the above design with which he has had a history of success for the Engineer's approval. The Contractor shall furnish laboratory design mix for the approved materials if a "history" mix is not available.
 3. Water reducing agent shall conform to ASTM C-494, Type A. Acceptable agents include Euclid "Eucon WR 91" or "Eucon MR"; Grace "WRDA with Hycol" or "Daracem 65"; Masterbuilders "Pozzolith" or "Polyheed 997"; or approved equal.
 4. Air entraining agent shall conform to ASTM C-260. Acceptable agents include Euclid "Air Mix 250"; W.R. Grace "Daravair 1000"; Masterbuilders "Microair" or "AE90", or approved equal. Proportions shall be as prescribed by the manufacturer and testing laboratory.
 5. All admixtures shall be the product of a single manufacturer.

2.02 CURING MEMBRANES AND JOINTS

- A. Curing membranes:
- Curing membranes shall be 6 mil clear sheet polyethylene, Vis-Queen or equal.

PART 3 - EXECUTION

3.01 GENERAL

- A. Inspection:
Inspect all work of other trades to ensure installation is complete and ready for concrete placement. Verify all items are in place.
- B. Conflicts:
Consult Engineer in case of conflict between placing and other equipment or material.

3.02 PREPARATION

- A. General:
 1. Clean all forms and correct all fine grade damage.
 2. Wet down all subgrades.
 3. Verify all needed equipment for placing concrete is on hand: vibrators, crane or pump, tremies, flumes, finishing equipment.
 4. All keyways are to be in place.
 5. Dry up excavation if any water is present.
 6. Have cold weather equipment on hand if applicable.
 7. Notify Engineer at least 48 hours in advance of placing concrete.

3.03 PLACING OF CONCRETE

- A. General:
 1. Only those methods and arrangements of equipment shall be used which will reduce to a minimum any segregation of coarse aggregate from the concrete.
 2. Sufficient capacity of manpower and placing equipment shall be provided so that the work may be kept free from cold joints and other defects in the finished product.
 3. Concrete shall be deposited into the forms or on the grade as nearly as practicable in its final position, and in such manner that the concrete will completely fill the forms.
 4. Vibration shall not be used to move concrete in a horizontal direction after initial placement.
 5. Placement of concrete on a slope shall begin at the lower end of the slope and progress upward.
 6. Concrete that has partially hardened or has been contaminated by foreign material shall not be deposited in the work, but shall be discarded.
 7. Inclined chutes beyond the mixer chute shall not be permitted. Only concrete pumps or crane with concrete bucket will be approved method of placing concrete beyond chutes on mixers.
 8. No water shall be added to the concrete, for any reason, at the job site.

9. Care shall be taken to fill the forms and to finish the concrete so the top surface is true to line and grade.
 10. Concrete shall not be placed on muddy or frozen ground.
 11. Dry subgrade shall be wetted in advance of concrete placement.
 12. Care shall be taken to assure proper concrete coverage of reinforcing steel and mesh, as designed.
 13. Care shall be taken to maintain the proper location of all joint material, dowels, embedded items, etc., during concrete placement.
 14. No mud or other foreign materials shall be tracked into the concrete during placement operations, and all contaminated concrete shall be removed.
 15. Laitance or soft layers of mortar shall be removed from the top or face of previously hardened concrete prior to placing additional concrete in contact with the surfaces.
 16. Immediately before placing concrete walls. Concrete fill shall be placed on top of the previously placed concrete.
 17. Extreme care shall be taken to avoid damage to surfaces of forms for all exposed concrete work.
 18. Keyway shall be clean with no standing water.
- B. Footings:
1. Concrete shall not be placed on frozen, muddy or spongy base.
 2. All mud, free-standing water, loose dirt and debris shall be removed prior to placement of concrete.
 3. Placement operations shall be performed in such manner as to prevent loose earth falling into footing area during placement of concrete.
- C. Slabs:
1. Strike-off screeds shall be set to proper grades for all concrete slab construction, and the tolerance for screeds for smooth finish slabs shall not exceed 1/8 inch plus or minus in a distance of 7 feet.
 2. Strike-off shall be accomplished by use of a straight edge of adequate weight and length.
 3. Vibrating screeds, or other approved strike-off methods, shall be used when concrete slump is less than 3 inches and slab thickness is more than 4 inches.
- D. Vibrating:
1. Mechanical internal vibrators shall be used whenever possible in all formed concrete work.
 2. Vibrators shall be inserted at uniform spacing of 12 to 20 inches to assure thorough consolidation of all concrete.
 3. Vibrators shall be inserted and withdrawn vertically, to a depth which will assure penetration into the previous lift, with vibration periods of from 5 to 15 seconds.
 4. Form vibration and hand spading will be required at points inaccessible for thorough internal vibration.
 5. During placement of concrete, stand-by vibrators shall be immediately available in the event of mechanical failure in the vibrators being used.

- E. Maximum acceptable slump for all structural concrete shall be 3 inches (± 1 inch).
- F. Cold weather requirements:
1. Do not place concrete on ice or frozen subgrade.
 2. Concrete ingredients shall be heated when the air temperature is below 40 degrees F or forecast to drop below that temperature within 24 hours of the time concrete is to be placed.
 3. Heating shall be accomplished by heating either the aggregate or the mixing water, or both. Maximum temperature of the water or aggregates shall be 150 degrees F.
 4. Temperature of concrete at time of delivery shall be not less than 60 degrees F nor greater than 80 degrees F.
 5. During placing and finishing, concrete shall be maintained at a temperature of 50 degrees F or above, but not more than 80 degrees F.
 6. During placing and finishing, the concrete shall be protected from wind to prevent loss of heat and rapid drying.
 7. Heating of enclosures for flat slab finishing shall be done by vented heating methods. Open flame heating will not be permitted.
 8. Adequate facilities shall be provided prior to beginning concrete placement, for maintaining the ambient air temperature at the surface of the concrete or forms at 70 degrees F for 5 days.
 9. Protective measures shall be maintained for at least 4 days beyond the heating period, to prevent sudden cooling of the concrete. During this time, the concrete shall not be allowed to drop in excess of 20 degrees F in any 24 hour period with a minimum temperature of 40 degrees F.
 10. Newly finished flatwork shall be covered and protected for at least 14 days against exposure to rain, snow, sleet, and ice.
 11. During the entire protection period adequate means shall be provided to prevent loss of moisture from the concrete surface.
 12. All methods for protecting and heating concrete shall be subject to approval of the Engineer.
 13. See Part 3.05 for curing requirements.
- G. Hot weather requirements:
1. Concrete exposed to direct weather shall not be placed at temperatures above 100 degrees F.
 2. Temperature of concrete when placed shall not exceed 85 degrees F.
 3. In dry, hot or windy weather, sunshades and wind breakers shall be required during finishing operations.
 4. As soon as practicable without damage to the surface finish, all exposed concrete shall be covered and kept continuously wet. Maintain concrete below 100 F.
 5. See Part 3.05 for curing requirements.

3.04 FINISHING CONCRETE

- A. General:
1. All slabs, walks, and decks shall be sloped uniformly to drain to floor drains or to finish grade, and shall drain completely without ponding water.

2. Finish shall be of specified texture and uniform in color and appearance. Approval of each type of finish is required on 4 foot square test panels. Test panels shall be located in protected area away from actual project. Test panels shall be made and approved prior to first concrete placement.
 3. All voids in slabs and horizontal surfaces are to be filled during finishing operation. Voids in formed surfaces are to be repaired immediately at the time forms are removed.
 4. Avoid over finishing, late finishing, rewatering, and other techniques that may cause "crazing."
 5. Provide adequate manpower and equipment for finishing prior to placing concrete.
 6. Initiate curing process as soon as surface strength will permit.
- B. Slabs and footing surfaces:
Finish shall be a broom finish. Finish preparation shall be the same as the basin floor slabs. Finish with a steel trowel to produce dense surface then texture with a hair broom to produce non-skid surface. Texturing shall be uniform, single stroke, perpendicular to walls, or parallel to slope direction.

3.05 CURING

- A. General:
1. All concrete shall be continuously moist cured a minimum of 5 days after placing and finishing or 5 days after repairing.
 2. Protect all concrete surfaces from damage during and after curing period.
- B. Horizontal surfaces:
1. Cover with 6 mil polyethylene sheet. Lap edges 6 inches and seal. Hold in place with 2 by 4's at 4 foot centers or similar method. Placement shall not let air circulate under sheets.
 2. Place polyethylene sheets as soon as finish can be walked on without damage. Sheets must be in place within 6 hours after finish.
 3. Leave polyethylene sheets in place 5 days.
- C. Formed surfaces:
1. Forms are adequate if left in place 5 days.
 2. Cover top as described in B above.
 3. If forms are removed to "stone" finish or repair concrete, moisten surface and completely cover with 6 mil polyethylene sheets. Anchor in place.

3.06 DEFECTIVE WORK

- A. General:
1. Defective concrete work shall be removed and replaced immediately.
 2. Work built outside tolerances listed in Section 03100 shall be considered defective.

3. Concrete of inadequate strength or having surface conditions indicating poor durability such as crazing, severe "map cracking," crumbling, or other evidence shall be considered defective.
 4. Engineer shall be notified immediately when such conditions become apparent.
- B. Repairing:
1. Repairing of minor faults such as small "honeycomb" areas and voids may be patched. Repairs shall be made as described in 3.04D above.
 2. Cure patched areas 5 days.

3.07 SPECIAL CONSTRUCTION

- A. Pipe supports:
1. Provide concrete pipe supports for all piping located 3 feet or less above floor. Form supports for neat appearance.
 2. Provide inserts in concrete for pipe hangers.
- B. Equipment bases:
- Construct concrete bases for all equipment unless otherwise called for on the plan. Grout for solid bearing with non-shrinking grout. Grout shall be thoroughly mixed with the minimum water needed to produce flowable grout. Concrete base shall be saturated with water for at least 24 hours prior to grouting. Fill all void space. Minimum grout thickness shall be 1 inch. Finish edge of base plate grout vertically unless special requirements exist. Keep damp and covered for 5 days.
- C. Anchor bolts:
- The Contractor shall place anchor bolts, sleeve inserts, etc. required for all items of construction and equipment on the project prior to concrete placement. Care shall be exercised to set all anchors accurately.

END OF SECTION

CONSTRUCTION STANDARDS

GENERAL NOTES:

1. The Contractor shall verify the location and depth of all utilities prior to construction.
2. On Missouri projects, Contractor is to call 1-800-DIG-RITE to request utility locations to be marked at site(s) of proposed excavation.
3. Prior to commencement of work, the Contractor shall notify all those companies which have facilities in the vicinity 72 hours prior to the construction to be performed.
4. Contractor is to coordinate with Owner prior to connection to existing waterlines. Where interruption of facilities are necessary the Contractor is to plan his work in cooperation with Owner personnel for the least possible disruption of service. Night or weekend work may be necessary. If system operation must be suspended because of the Contractor's work, he shall have all necessary materials and equipment on hand, and have ample force available prior to beginning the work.
5. All work on Road/Street right-of-way shall be coordinated and in compliance with the applicable controlling authority. This includes traffic control as required.
6. Contractor is to coordinate w/property owners prior to any temporary closing of drives and/or parking areas.
7. Waterline shall be installed a minimum of 42" (inches) below surface of ground.
8. All Street and Private property monuments shall be protected.
9. All structures, fences, pavement, driveways and other improvements disturbed by construction activities shall be restored by the Contractor to condition equal or better than pre-construction condition.
10. When waterline crosses over or under other utilities, Contractor is to supply and fill 18" void between waterline and other utilities with crushed rock.
11. Waterline is to be installed with a minimum of 10' horizontal clearance from any force main or sewer line.
12. Locations of waterlines, and utilities shown are approximate only, and should be verified by Contractor prior to construction.
13. Backfill all driveway crossings with $\frac{3}{4}$ " type I rock. Resurface drives with material to match existing type and thickness. Culvert shall be replaced and ditches graded to drain.
14. Contractor to review and adhere to all provisions on easements, if any, provided to Contractor by Owner.



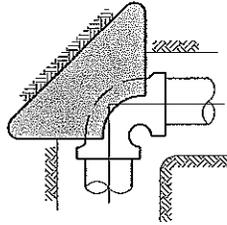
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Kansas City, Missouri 64114 816.361.0045 | F
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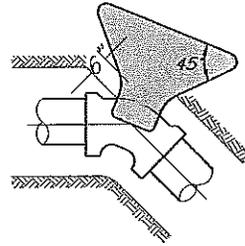
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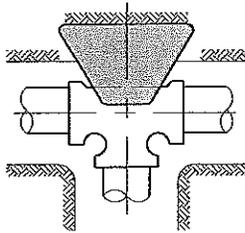
Note:
Construct thrust block at all fittings and hydrants.



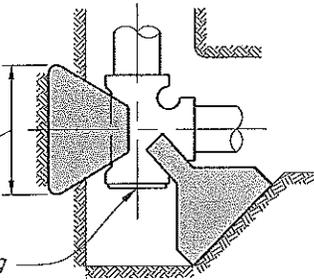
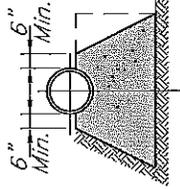
90° BEND



45° BEND
OR LESS



TEE TYPICAL SECTION



PLUGGED TEE

Note:
Bend #7 rods over to be symmetrical about plane pipe & lap weld for formed by 45° of intersecting full strength pipe alignments.

2 - #7 Bars each side
#4 @ 12" E.W.
Tie down block See table
1'-0" Min.

Each block shall have same area of bearing surface as called for in table for tee

REQUIRED THRUST BLOCK AREA OF BEARING IN SQUARE FEET BETWEEN CONCRETE AND UNDISTURBED TRENCH WALL

PIPE SIZE	24"	20"	18"	16"	14"	12"	10"	8"	6"	2"-4"
90° BEND	64	44	36	28	22	16	11	7	4	2
45° BEND	35	24	19	15	12	9	6	4	2	1
22 1/2° BEND	18	12	10	8	6	4	3	2	1	1
11 1/4° BEND	9	6	5	4	3	2	1 1/2	1	1	1
TEE	45	31	25	20	15	11	8	5	3	1 1/2

Note:
Calculations based on working pressure of 150 psi and soil bearing capacity of 1500 psf.

REQUIRED CUBIC FEET OF CONCRETE FOR TIE DOWN BLOCKS

BEND	PIPE SIZE									
	24"	20"	18"	16"	14"	12"	10"	8"	6"	2"-4"
90°	680	470	380	300	230	170	120	75	42	16
45°	480	330	270	210	160	120	85	53	30	11
22 1/2°	260	180	145	115	90	65	45	29	16	6
11 1/4°	130	90	75	60	45	35	23	15	8	3

Note:
Calculations based on working pressure of 150 psi, unit weight of concrete of 150 psf and a safety factor of 1.5.

THRUST BLOCK DETAILS

Scale: Not to scale



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drawn by AJM	designed by CAH	reviewed by CAH	project - task number 0313045 194	date 2014	STANDARDS	revisions
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Notes:

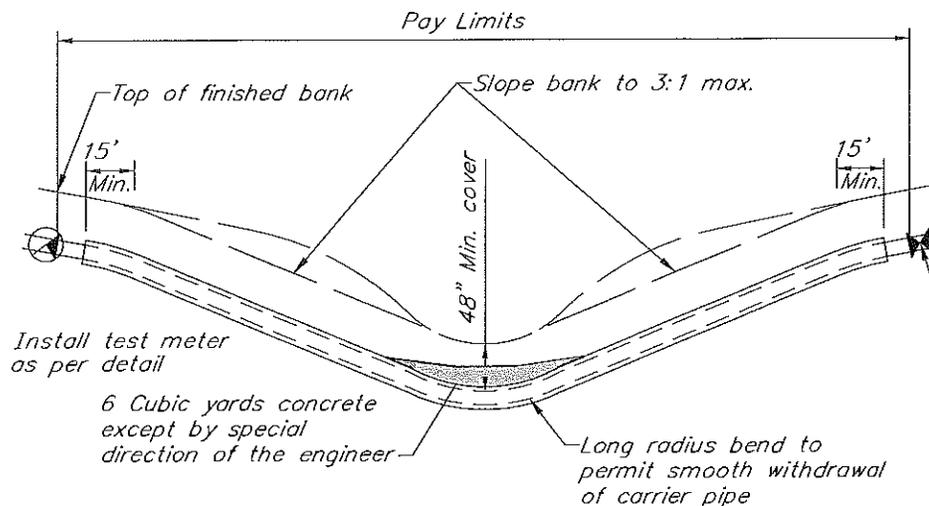
A. *Flowing streams.*

A minimum cover of four feet shall be provided over the pipe. When crossing water courses are greater than 15 feet in width, the following shall be provided.

1. The pipe shall be of special construction, having flexible watertight joints. Steel or ductile iron ball-joint river pipe shall be used for open cut crossings. Restrained joint pipe may be used for open cut crossings, provided it is encased in a welded steel casing. Restrained joint or fusion weld pipe shall be used for bored crossings.
2. The stream crossing pipe or casing shall extend at least 15 feet beyond the upper edge of the stream channel on each side of the stream.

B. *Intermittent flowing streams*

1. Restrained joint pipe shall be used for all stream crossings.
2. The pipe shall extend at least 15 feet beyond the upper edge of the stream channel on each side of the stream.



MISSOURI DESIGNATED STREAM CROSSING

Scale: Not to scale



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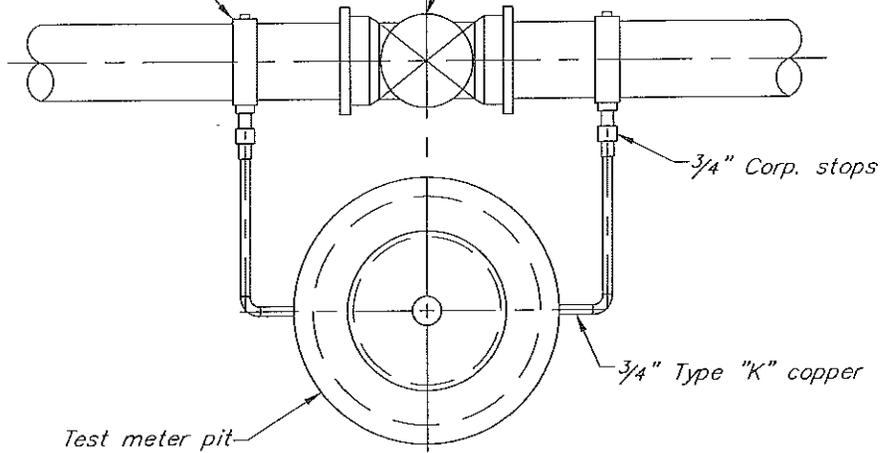
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Ford style S71 service
saddles (2 req'd)

Main line valve and box, not
considered as part of test meter



Test meter pit

3/4" Corp. stops

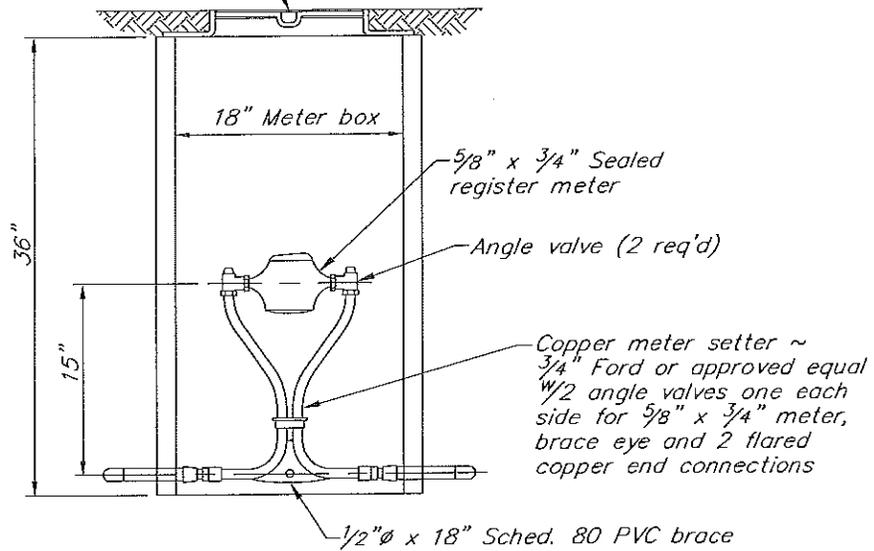
3/4" Type "K" copper

PLAN

NOTE:

Meter shall be installed
after the lines have been
disinfected and flushed.

Clay & Bailey
D2210 cover



SECTION

TEST METER INSTALLATION

Scale: *Nat to Scale*

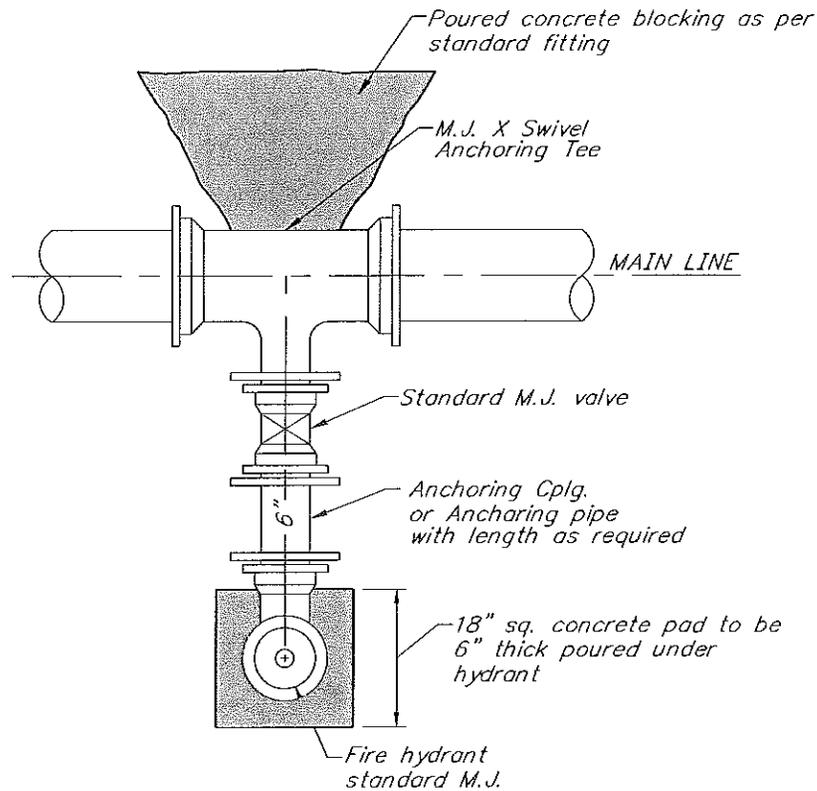


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STANDARD FIRE HYDRANT DETAIL

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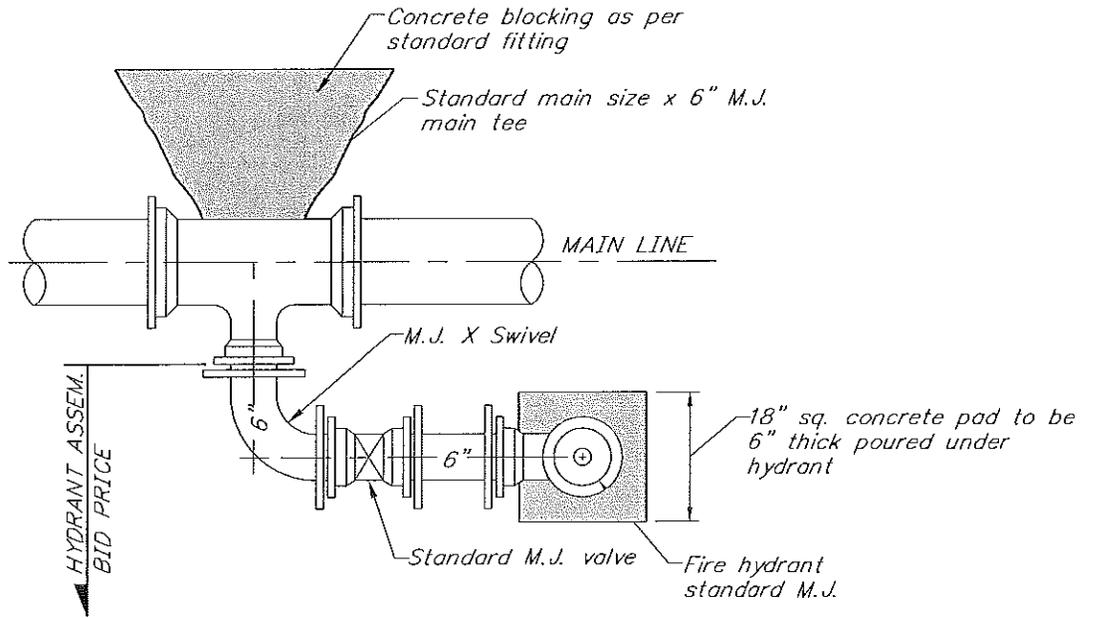


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STANDARD HYDRANT INSTALLATION WITH 90° BEND

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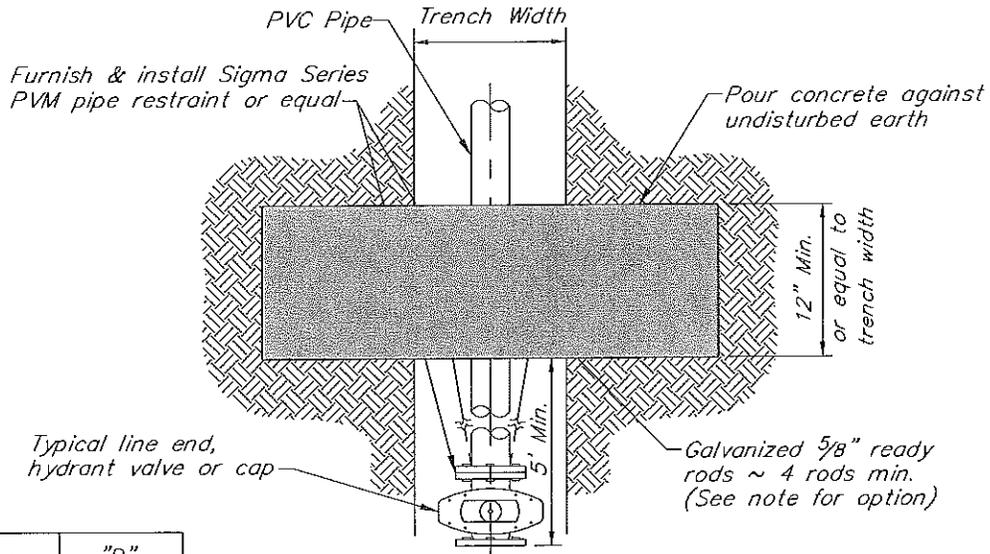


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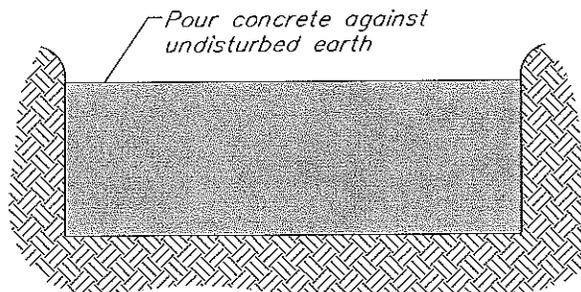
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PLAN

NOTE:
 In lieu of ready rods as shown, contractor can use Sigma PV- LOK or equal with PVC - to MJ fitting to tie valve to main.

Pipe Size	"D" Min.
4-6"	4"
8"	7"
10"	11"
12"	15"
16"	24"



ELEVATION

STRADDLE BLOCK

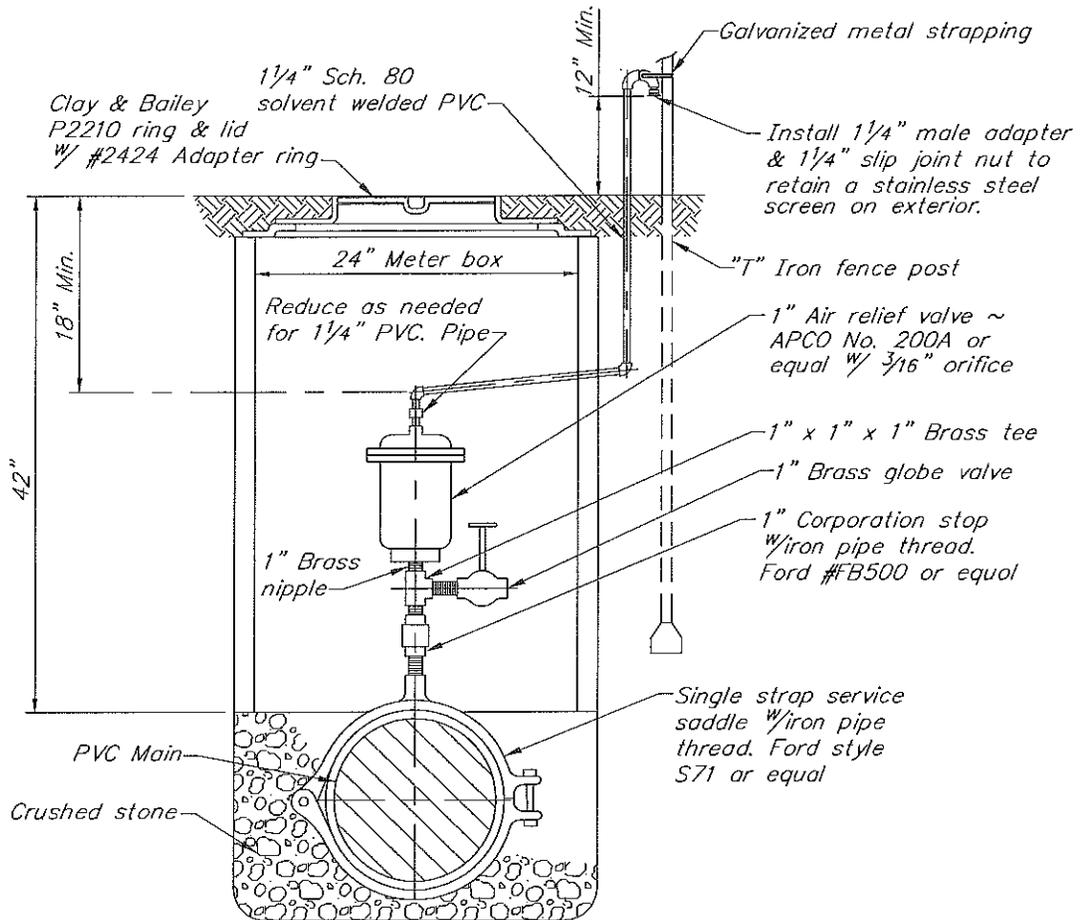
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AIR RELEASE VALVE DETAIL

Scale: Not to scale



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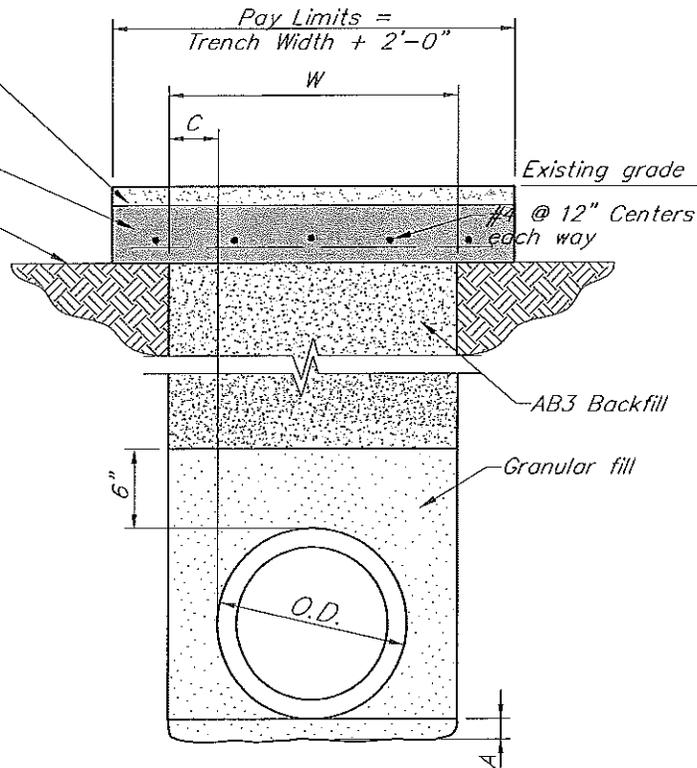
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2" Hot mix asphalt match existing pavement (For asphalt pavements only)

6" thick minimum concrete, (greater thickness if required to match existing pavement)

Existing grade



PAVEMENT RESTORATION DETAIL

Scale: Not to scale



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CASING SCHEDULE FOR CROSSINGS

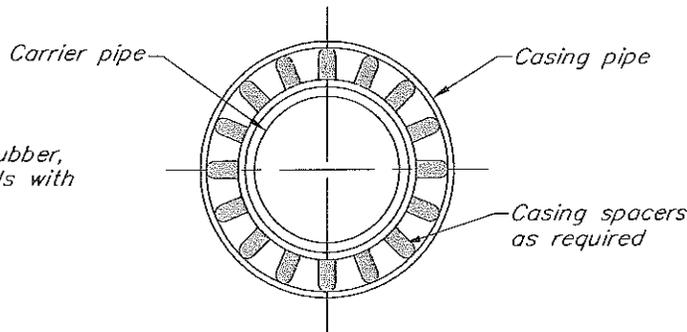
CROSSING TYPE	PVC OR DIP CARRIER PIPE DIAMETER							
	2"	3"	4"	6"	8"	10"	12"	18"
	*MINIMUM CASING DIAMETER							
STATE HIGHWAY (MO. HWY. SPECS.)	6" STEEL	6" STEEL	8" STEEL	10" STEEL	12" STEEL	20" STEEL	20" STEEL	30" STEEL
STREAM	4" PVC	6" PVC	8" PVC	10" PVC	12" PVC	16" STEEL	20" STEEL	30" STEEL
COUNTY AND STREET (BITUMINOUS SURFACE)	4" PVC	6" PVC	8" PVC	10" PVC	12" PVC	16" STEEL	20" STEEL	30" STEEL
RAILROAD (RAILROAD SPECS.)	6" STEEL	8" STEEL	8" STEEL	12" STEEL	16" STEEL	20" STEEL	20" STEEL	30" STEEL

Casing up thru 14" for State Highways shall have a minimum wall thickness of 0.188

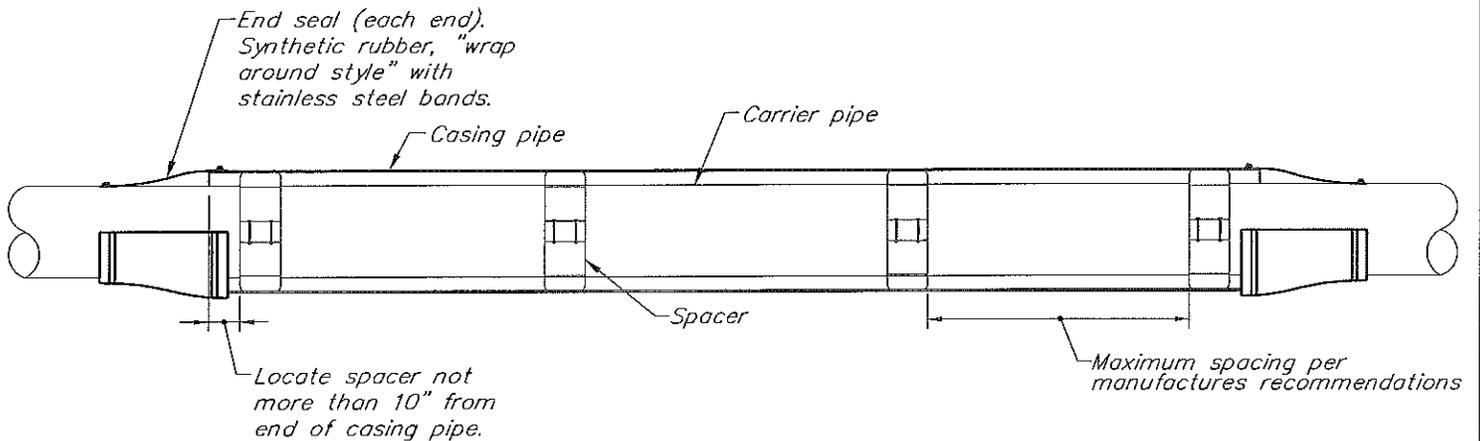
Casing 16" & 20" with 0.219" and 0.281" wall thickness respectively for state highways, streams, county roads & streets.

NOTE:

Each end of casing to be sealed with Synthetic rubber, "wrap around style" end seals with stainless steel bands.



CASING DETAIL
(FOR ALL BORED CROSSINGS)



END SEAL DETAIL

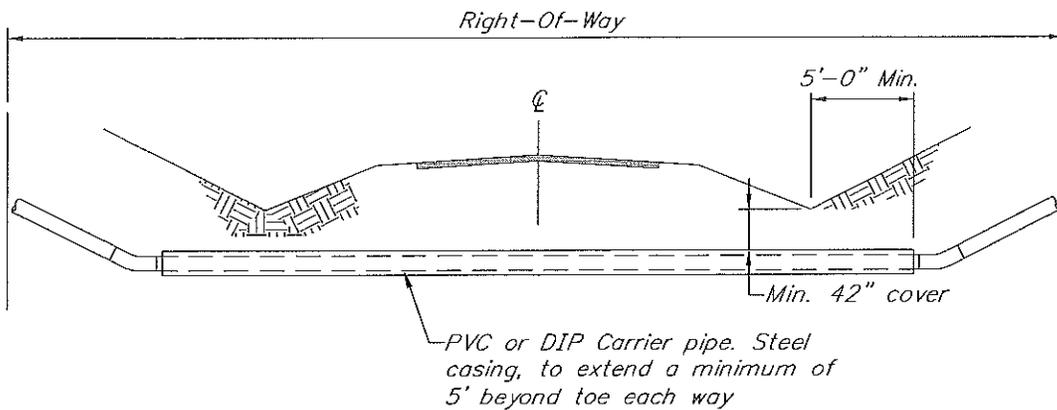
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STATE HIGHWAY CROSSING

Scale: Not to scale



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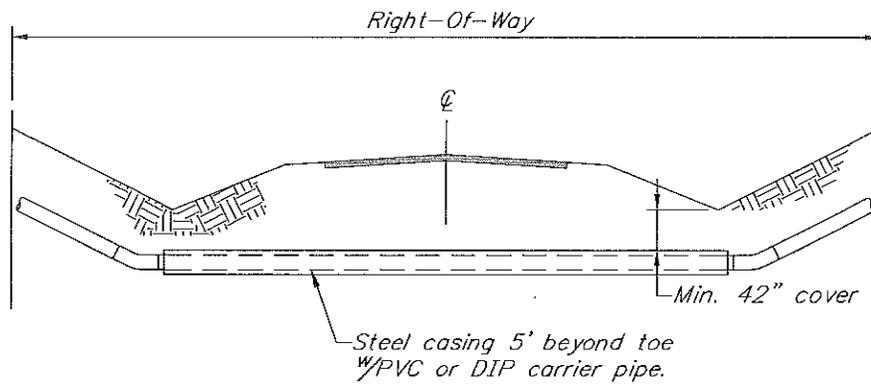
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NOTE:

1. Bituminous surfaced roads shall be bored.



DESIGNATED CITY & COUNTY ROAD CROSSING
Scale: Not to scale

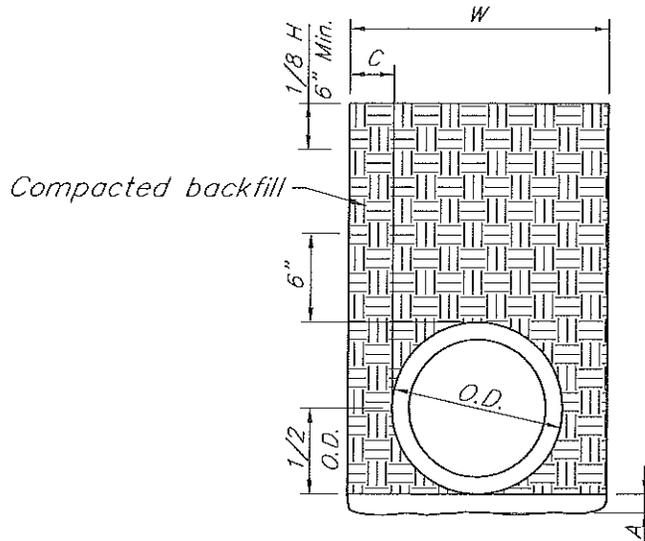


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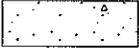
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COMPACTED BACKFILL

Scale: Not to scale

NOTES:

1. A & C = Absolute min. Clearance from pipe wall to any projection of trench bottom or wall.
 A (earth excav.) 2", class b.
 A (rock excav.) 6", class b.
 C = 6"
2. W = Trench width at a level 6" above top of pipe.
 W = Min. Of 12" plus (O.D., O.S. or S).
 W = Max. Of 24" plus (O.D., O.S. or S).
3. H = Trench height, top of pipe to finished grade.
4.  = granular fill.
5.  = precast concrete.
6.  = cast-in-place concrete.
7.  = compacted trench backfill.
8.  = undisturbed earth.
9. All bedding class B.
10. See specifications for trench bottom stabilization, if required.

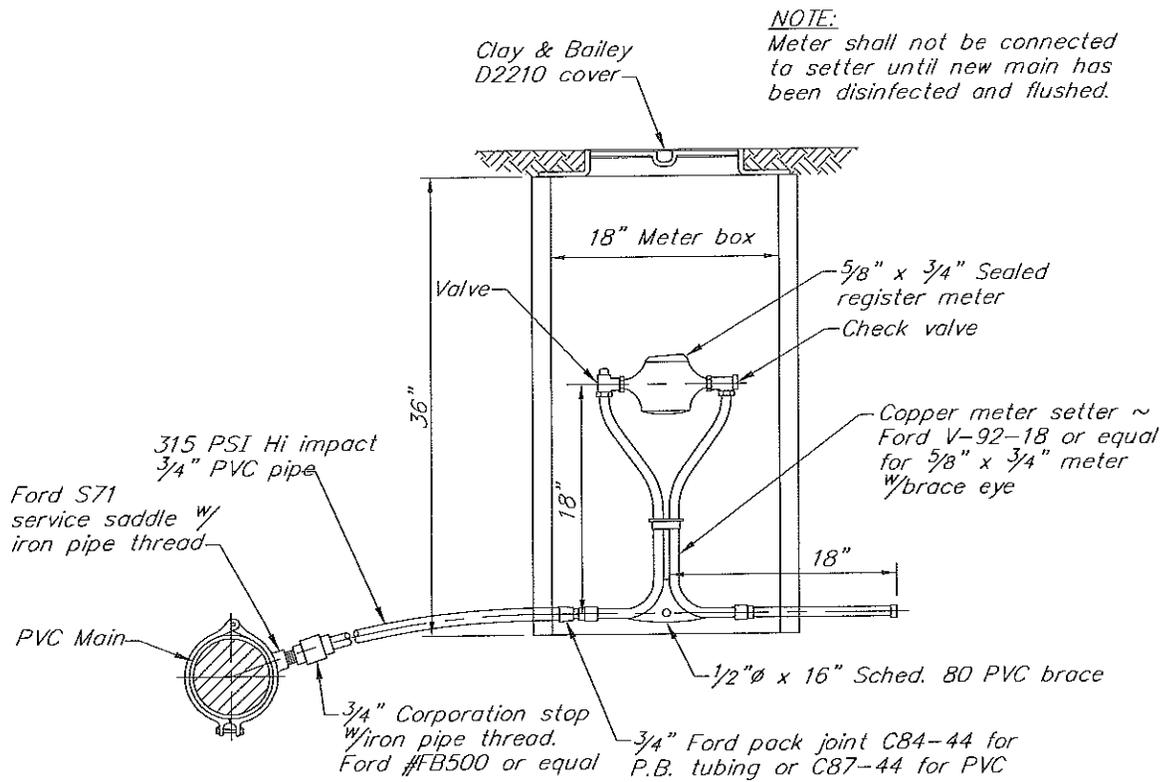


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3/4" TYPICAL SERVICE CONNECTION DETAIL



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BILL NO. 2014-22
ORDINANCE NO. _____

AN ORDINANCE OF THE CITY OF PECULIAR, MISSOURI AMENDING PECULIAR MUNICIPAL CODE § 500.065 “ADOPTION OF STANDARD SPECIFICATION AND DESIGN CRITERA.”

WHEREAS, the Board of Aldermen desire to update the engineering requirements for design criteria.

NOW THEREFORE, be it ordained by the Board of Aldermen of the City of Peculiar, Missouri as follows:

SECTION I.

The City of Peculiar hereby adopts the Manual of Practice for Water Main Extensions (design specifications and construction details) for Peculiar, Missouri prepared by Larkin Lamp Rynearson (June 2014) and approved by the Missouri Department of Natural Resources. The above referenced document supplements the American Public Works Association (APWA) Standards, current edition, for use within Peculiar.

SECTION II: The effective date of this ordinance shall be August __, 2014.

First Reading: July 21, 2014

Second Reading: _____

BE IT REMEMBERED THE PRECEDING ORDINANCE WAS ADOPTED ON ITS SECOND READING THIS _____ DAY OF _____, 2014, BY THE FOLLOWING VOTE:

Alderman Fines _____
Alderman Ford _____
Alderman McCrea _____

Alderman Ray _____
Alderman Roberts _____
Alderman Turner _____

Approved:

Attest:

Holly J. Stark, Mayor

Nick Jacobs, City Clerk

City Administrator
Brad Ratliff

City Clerk
Nick Jacobs

City Engineer
Carl Brooks

Business Office
Trudy Prickett



Chief of Police
Harry Gurin

City Planner
Cliff McDonald

City Attorney
Reid Holbrook

Parks Director
Nathan Musteen

Municipal Offices – 250 S. Main Street, Peculiar, MO 64078
Phone: (816)779-5212 Facsimile: (816)779-1004

To: Board of Alderman
From: Harry Gurin, Chief of Police
Date: July 29, 2014
Re: SRO Contract

GENERAL INFORMATION

Applicant: Police Department

Status of Applicant:

Requested Actions: Approval of Contract

Date of Application: 7/29/2014

Purpose: Continue Employment of School Resource Officer

Property Location (if applicable):

PROPOSAL

The Raymore-Peculiar School Board has approved a contract to continue the services of a police officer for the 2014-2015 School year.

PREVIOUS ACTIONS

The same contract was signed and approved by the Peculiar City Council for the 2013-2014 school year.

KEY ISSUES

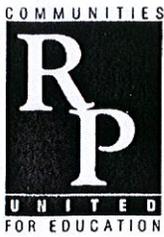
The proposed 2014-2015 SRO contract is identical to the previous years contract. The school district will pay the salary for the SRO for 219 day and the city will have the SRO available for police department assignments for 41 days, excluding holidays and PTO time off. School cost approximately \$49,932 at \$228.00 per full day and \$114.00 for ½ day. The city will supply a marked police vehicle for the SRO usage at the school complex.

STAFF COMMENTS AND SUGGESTIONS

STAFF RECOMMENDATION

Staff recommends approval for this contract.

ATTACHMENTS



Raymore-Peculiar School District

21005 S. School Rd., Peculiar, MO 64078 • Phone: 816-892-1300 • Fax: 816-892-1380

School Resource Officer AGREEMENT

This Agreement is entered into this 24th day of July, 2014, by and between the City of Peculiar, a public entity, hereinafter referred to as "City" and Raymore-Peculiar R-II School District, a political subdivision of the State of Missouri, hereinafter referred to as "District."

WITNESSETH

For, and in consideration of, the mutual promises, terms, and covenants, and conditions set forth herein, the parties agree as follows:

1. Purpose of Agreement – The purpose of the Agreement is for the City to assign a police officer to provide law enforcement services, through the School Resource Officer (SRO) program, as specified herein:

One (1) full-time police officer to serve all Raymore-Peculiar School District facilities and properties.

The police officer will work with school district personnel in providing alcohol/drug education activities, anti-bullying/cyber-bullying education activities, maintaining a safe campus environment, serving as law enforcement problem-solving resource persons, and providing the appropriate response regarding on-campus or school related criminal activity.

2. Term – The term of the Agreement shall be from July 1, 2014 through June 30, 2015, provided the term may be mutually adjusted by the parties as they deem necessary to satisfy attendance requirements that may have been affected by inclement weather, or other factors. During days the officer is not on duty with the School District, the officer shall perform regular police duties at a duty station as determined by the Chief of Police. (See attached calendar)
3. Termination – The Agreement may be terminated without cause by either party upon 30 days prior written notification.
4. Relationship of Parties – The City and the assigned police officer shall have the status of an independent contractor for purposes of the Agreement. The police officer assigned to the District shall be considered to be an employee of the City and shall be subject to its control and supervision. The assigned police officer will be subject to current procedures in effect for the City of Peculiar police officers, including attendance at all mandated training and testing to maintain state law enforcement certification. The Agreement is not intended to and will not constitute, create, give rise to, or otherwise recognize a joint venture, partnership, or formal business association or organization of any kind between the parties, and the rights and obligations of the parties shall be only those expressly set forth in the Agreement. The parties agree that no person supplied by the District to accomplish the goals of the Agreement is considered to be a City employee and that no rights under City civil service, retirement, or personnel rules accrue to such person.

5. Consideration – In consideration of the assignment of one (1) full-time police officer to work in the District as provided herein, the District agrees to pay the City \$228.00 per day for each day the police officer works for the District (\$114 per half day) for a maximum of 219 full work days. The District will not be responsible for payment of overtime, unless it is requested by the District. The officer's weekly District schedule will be set and assigned by the Assistant Superintendent of Administrative Services. The police officer may be asked to attend afternoon or evening events in lieu of regular day duty. Each party will maintain a budget for expenditures under the Agreement. Payment from District to City is due upon District's receipt of an itemized statement of cost from the City. The City will invoice the '14-'15 agreement monthly from July 2014 to June 2015 based upon number of days worked in each particular month. SRO shall submit a monthly timesheet to City, and District's Assistant Superintendent of Administrative Services showing number of days worked and any pre-approved overtime prior to payment being made from District to City. The City will provide an official police vehicle and fuel for the SRO and cover the costs of police officer training consistent with City policies and procedures.

6. School Resource Officer Responsibilities – The SRO assigned to the District shall:
 - a. Provide a program of law and education-related issues to the school community, including parents, on such topics as: tobacco, alcohol, and other drug related issues, and in addressing violence diffusion, violence prevention, anti-bullying, cyber-bullying, seatbelt education and other safety issues in the school community;
 - b. Act as a communication liaison with law enforcement agencies; providing basic information concerning students on campuses served by the School Resource Officer;
 - c. Provide informational in-services and be a general resource for the staff on issues related to alcohol, and other drugs, violence prevention, gangs, safety and security;
 - d. The SRO will gather information regarding potential problems such as criminal activity, gang activity and student unrest, and attempt to identify particular individuals who may be a disruptive influence to the school and/or students;
 - e. If/when a crime occurs, the SRO will take the appropriate steps consistent with Missouri law enforcement police officer duties;
 - f. The SRO will present educational programs to students, and school staff on topics agreed upon by both parties;
 - g. The SRO will refer students and/or their families to the appropriate agencies for assistance when a need is determined AND communication with the School Principal has occurred before doing so;
 - h. Unless circumstances prevent it, the SRO will attempt to advise the Assistant Superintendent of Administrative Services and the School Principal prior to taking legal action, subject to the officer's duties under the law;
 - i. The SRO shall not act as school disciplinarian, nor make recommendations regarding school discipline. The SRO may be used for regularly assigned supervision duties such as lunchroom, hall monitoring, bus supervision or other monitoring duties. If there is an unusual/temporary problem in any other area of the District, the officer may be used to assist District employees until the problem is solved.
 - j. The SRO will conduct safety and security assessments of the school facilities and make recommendations for improvement to the Assistant Superintendent of Administrative Services.

- k. The SRO will maintain an activity log, attendance calendar and compile monthly safety and security data to be furnished on District approved forms and submitted to the Assistant Superintendent of Administrative Services.

Provided further that nothing required herein is intended to nor will it constitute a relationship or duty for the assigned police officer of the City beyond the general duties that exist for law enforcement officers within the State of Missouri.

- 7. Time and Place of Performance – The City will endeavor to have a police officer available for duty at the assigned school(s) each day indicated on the attached calendar. The City is not required to furnish a substitute police officer on days when the assigned police officer is absent due to illness or police department requirements. The police officer's SRO activities will be restricted to their assigned school grounds except for:
 - a. Follow-up home visits when needed as a result of school related student problems;
 - b. School related off-campus activities when police officer participation is requested by the Assistant Superintendent of Administrative Services and/or Principal and approved by the City;
 - c. In response to off-campus, but school related, criminal activity;
 - d. In response to emergency police activities.

- 8. District Responsibilities – The District will provide the School Resource Officer an office and such equipment as is necessary at his/her assigned school. Equipment shall include a telephone, secured filing space and access to a computer.

Raymore-Peculiar R-II School District

By: 
Superintendent of Schools

By: *Vice* 
President, Board of Education

Attested by: 
Secretary, Board of Education

City of Peculiar, Peculiar, Missouri

By: _____
City Administrator

By: _____
Mayor

Attested by: _____
City Clerk

RESOLUTION 2014-43

A RESOLUTION OF THE BOARD OF ALDERMEN OF THE CITY OF PECULIAR, MISSOURI AUTHORIZING THE MAYOR AND CITY ADMINISTRATOR TO ENTER INTO AN AGREEMENT WITH THE RAYMORE-PECULIAR SCHOOL DISTRICT FOR ONE SCHOOL RESOURCE OFFICER AT THE DISTRICT COMPLEX ON SCHOOL ROAD

WHEREAS, the City has been providing additional safety and security to Raymore-Peculiar School District complex, and;

WHEREAS, the City and the Raymore-Peculiar School District wish to continue this service, and;

WHEREAS, the School District will share the costs of the City providing the School Resource Officer, as outlined in the contract

NOW, THEREFORE BE IT RESOLVED BY THE BOARD OF ALDERMEN OF THE CITY OF PECULIAR, MISSOURI

Section 1. That the proposed contract for the School Resource Officer between the City of Peculiar and the Raymore-Peculiar School District is hereby approved and the Mayor and City Administrator are authorized to execute the contract on behalf of the City.

Section 2. *Effective Date.* The effective date of this Resolution shall be the 4th day of August, 2014.

THIS RESOLUTION WAS ADOPTED BY THE FOLLOWING ROLL CALL VOTE THIS 4th DAY OF AUGUST, 2014

Alderman McCrea	_____	Alderman Ray	_____
Alderman Fines	_____	Alderman Roberts	_____
Alderman Ford	_____	Alderman Turner	_____

Approved: _____
Holly Stark, Mayor

Attest: _____
Nick Jacobs, City Clerk

City Administrator
Brad Ratliff

City Clerk
Nick Jacobs

City Engineer
Carl Brooks

Business Office
Trudy Prickett



Chief of Police
Harry Gurin

City Planner
Cliff McDonald

City Attorney
Reid Holbrook

Parks Director
Nathan Musteen

Municipal Offices – 250 S. Main Street, Peculiar, MO 64078
Phone: (816)779-5212 Facsimile: (816)779-1004

To: Board of Aldermen
From: Nick Jacobs, City Clerk,
Date: July 31, 2014
Re: Motor Fuel Tax Bill

GENERAL INFORMATION

Applicant: Staff

Status of Applicant: N/A

Requested Actions: Review and consider proposed Bill for 1st reading at the August 18th BOA Meeting if the proposition is passed by the voters on August 5th, 2014.

Date of Application: July 31, 2014

Purpose: To present Bill for your information.

Property Location (if applicable): N/A

PROPOSAL

Informational Presentation to the BOA.

PREVIOUS ACTIONS

None.

KEY ISSUES

This bill will set the parameters for assessing and collecting the \$.01 Motor Fuel Tax. This is almost a carbon copy of the bill which was passed by Matthews Mo, the only City in the state to pass a Motor Fuel tax. This Bill will only be brought back to the Board if the proposition is approved by the voters on August 5th.

STAFF COMMENTS AND SUGGESTIONS

None at this time.

STAFF RECOMMENDATION

Board of Aldermen consider the information/discussion presented this evening.

ATTACHMENTS

Motor Fuel Tax Bill

BILL NO. _____
ORDINANCE NO. _____

AN ORDINANCE OF THE CITY OF PECULIAR, MISSOURI ESTABLISHING SECTION 135.090 OF PECULIAR MUNICIPAL CODE TITLED “MOTOR VEHICLE FUEL TAX.”

WHEREAS, section 94.270 of the Rev. Stat. Mo., as amended, authorizes the imposition of a license tax on gasoline filling stations; and

WHEREAS, Article IV, section 30(a) of the Missouri Constitution provides that a city may impose a tax measured by or with respect to the importation, receipt, manufacture, storage, transportation, sale or use, of fuel used for propelling motor vehicles if said tax is approved by a vote of the people of the city by a two-thirds majority; and

WHEREAS, the Board of Aldermen of the City submitted for consideration of the voters of the City the question of imposing a motor fuel tax in the amount not to exceed one cent (\$.01) per gallon based on the gallons of motor vehicle fuel sold, said tax to be paid by gasoline filling stations selling diesel fuel, gasoline, and/or blended fuels; and

WHEREAS, on August 5, 2014, the people of the City voted and approved the imposition of a motor fuel tax in an amount not to exceed one cent (\$.01) per gallon based on the gallons of motor vehicle fuel sold, said tax to be paid by gasoline filling stations selling diesel fuel, gasoline, and/or blended fuels by more than the requisite two-thirds majority.

NOW THEREFORE, BE IT ORDAINED BY THE BOARD OF ALDERMEN OF THE CITY OF PECULIAR, MISSOURI AS FOLLOWS:

SECTION I. Definitions and rules of construction.

Terms used in this article shall have the meanings ascribed to them in this section and shall be construed as indicated in this section:

Gasoline filling station means any retail establishment where motor vehicle fuel is sold.

Motor vehicle fuel means diesel, gasoline and/or blended fuels.

SECTION II. Levy of tax.

Starting the 1st of October 2014, there is hereby levied a motor fuel tax on gasoline filling stations in an amount equal to one cent (\$.01) per gallon for every gallon of motor vehicle fuel sold. This tax shall be in addition to all other taxes which are applicable to gasoline filling stations, but shall not apply to motor vehicle fuel sold to individuals or entities showing proof of their exemption from Missouri or federal fuel taxes.

SECTION III. Establishment of the street improvement fund.

There is hereby established a street improvement fund. All taxes collected pursuant to this article shall be deposited to the credit of this fund.

SECTION IV. Use of fund.

The street improvement fund shall be used exclusively for construction, reconstruction, maintenance, repair, policing, signing, lighting, and cleaning roads and streets of the city; and for the payment of principal and interest on bonded indebtedness incurred for road and street purposes, the use thereof being subject to such other provisions and restrictions as provided by law.

SECTION V. License; payment of tax.

No person shall operate a gasoline filling station without a current license obtained pursuant to the terms of this article. Application for such license shall be made to the City Clerk on forms prescribed by him/her. License issued under this article shall be on a calendar year basis. Applications for license renewals shall be filed in December of each year. The tax due under this article shall be paid to the City Clerk monthly and shall be payable on or before the twentieth day of each month for the tax due for the preceding month.

SECTION VI. Reports required.

Every person engaged in the business of operating a gasoline filling station shall file with the City Clerk forms prescribed by him/her, giving such information as may be necessary to determine the amounts to which the tax shall apply for the monthly period, to be submitted with monthly payments.

SECTION VII. Examination of books, records.

The City Clerk or his/her authorized representative shall have the right at all reasonable times during business hours to make such examination and inspection of the books and records of the licensee as may be necessary to determine the correctness of the reports required by this article.

SECTION VIII. Penalties for nonpayment.

For each month, or part thereof, any tax provided for under this article remains unpaid after the same shall be due and payable, there shall be added to such tax as a penalty, ten (10) percent of the amount of such tax for the first month or part thereof the same is unpaid, and for each and every month thereafter two (2) percent of the amount of such tax shall be added until the same is fully paid. In no case shall the total penalty exceed thirty (30) percent of the tax. In addition to the penalties provided herein, any

person subject to the provisions of this article who fails to obtain a license, file a statement or pay the tax or files a false or a fraudulent statement, required by this article or within the time required by this article shall, upon conviction thereof, shall be punished by a fine not exceeding five hundred dollars (\$500.00) or by imprisonment not exceeding three (3) months, or by both such fine and imprisonment.

SECTION IX: The effective date of this ordinance shall be _____.

First Reading: _____ **Second Reading:** _____

BE IT REMEMBERED THE PRECEDING ORDINANCE WAS ADOPTED ON ITS SECOND READING THIS ____ DAY OF _____, 2014, BY THE FOLLOWING VOTE:

Alderman Fines _____
Alderman Ford _____
Alderman McCrea _____

Alderman Ray _____
Alderman Roberts _____
Alderman Turner _____

Approved:

Attest:

Holly J. Stark, Mayor

Nick Jacobs, City Clerk

July 31, 2014

Brad Ratliff, City Administrator
 City of Peculiar, Missouri
 250 S. Main
 Peculiar, Missouri 64078

RE: Proposed 2014-2015 City Budget

Dear Brad,

Attached is the proposed operating budget for 2014-2015 for the Board of Alderman’s review. The city’s budget typically includes both operating and capital items. The attached document contains all operating and routine maintenance and minor proposed capital expenditures. A summary of the key changes included in the city’s budget is outlined below. Not all funds are included in the narrative below since some have minimal change from any given year. Staff intends to present major capital expenditure information at a subsequent board meeting. These major projects may require more extensive discussion with the Board of Alderman.

The attached schedules are based on a policy of conservative revenue and expenditure forecasting in each fund and requested submissions from departmental staff.

The Document

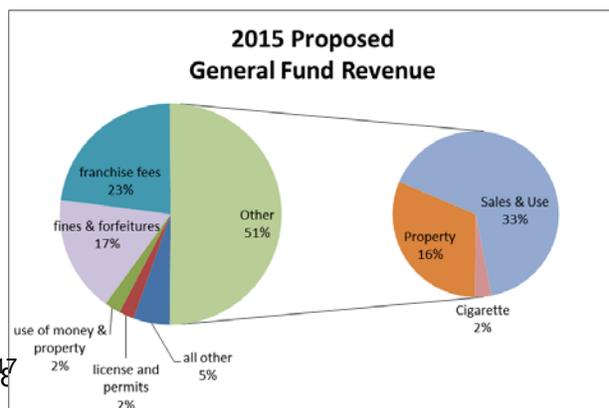
You will see the budget includes fiscal years ending 9.30.2012 and 2013 actual financial results, year-to-date (YTD) through June 30, 2014 financial summary as well as the 2014 amended, 9.30.2014 estimated financial results and the 2015 proposed budget. In many cases the 2014 estimates are based on YTD results through June 30, 2014. This column is just that, an estimate of the results given the information we know today.

Overall the city’s proposed budget is \$7,849,959 a 4.70% increase from the 2013-2014 amended budget of \$7,497,635. A majority of the increase is the inclusion of several reserves that were not included in last year’s budget. Removing those city staff has kept the budget increase to a modest 1.4% from the 2013-2014 amended budget.

With the exception of sales taxes and building permits this budget is anticipating fairly flat general revenues for the 2014-2015 budget year.

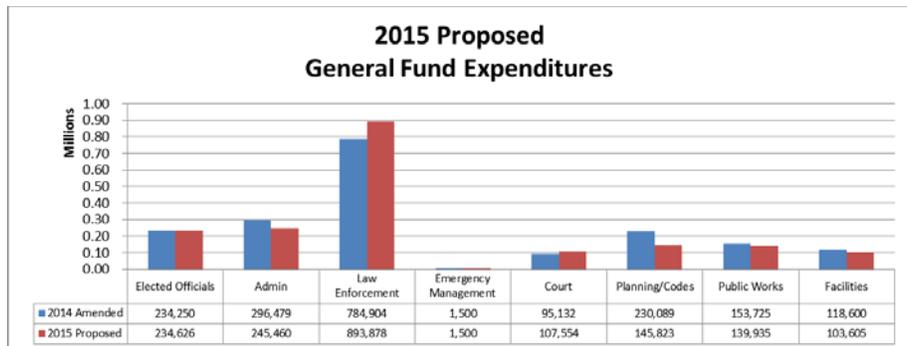
General Fund

Revenues within the general fund, discounting one-time transfer revenue last year are anticipated to be a modest 1.9% higher than last year. The



primary driver behind the increase is an increase in sales tax city-wide. This year total general fund revenues are on par to meet expectations of the amended 2013-2014 budget.:

- FY 2014: Increase revenue to recognize transfer in from reimbursement of costs associated with 211th interchange. This was a one-time transfer in 2014 and thus is not expected to occur in 2015.
- Governing Body: Increase in restricted funds set aside for future unanticipated purposes.
- Administration: Increase capital projects for finance system replacement. A \$100,000 reserve has been set aside for the acquisition of a new finance and utility billing system. The software purchase has been included in fund 30 with lease payments estimated to be made to that fund from the general, water and wastewater funds.
- Law Enforcement: Increase in personal services cost for the inclusion of a full time patrol officer on January 1, 2015 funded for ¾ of the fiscal year.
- Planning Department: decrease in expenditure associated with the expenditure of economic development funds in 2014.
- Public Works: increase contractual services to fund the hazardous household waste program.
- Debt service expenditures contained within the general fund account for the payment of notes payable related to the police building (annex). Final payment of this note is expected in 2030.



Without spending the above mentioned reserves the general fund’s fund balance is anticipated to exceed city policy at 17% of revenues. During FY2014 the City set a target of 15% of revenues.

Parks Fund

Revenues for the park fund primarily consist of sales tax revenues. Similar to the general fund sales and use tax revenues have increased due to the application of sales tax on utilities which began January 1, 2014. This has benefited the fund through an overall 20% increase in revenues.

- Increase revenues for building-zoning permits for receipts through June.
- Addition of one FTE within the fund to in-source a certain level of mowing, maintenance and project management.
- Increase capital projects line item for park renovation and improvements.

Road & Street Fund/Gas Tax Fund

Revenue for the road and street fund and gas tax fund consist of sales tax, permits, county road & bridge sharing money and gas/motor vehicle taxes. Both funds are designated for infrastructure

type improvements. Nationwide these two funds are used for personal service cost directly attributed to road maintenance as well as for direct infrastructure cost.

- Road & Street: Increase recognized in sales tax.
- Road & Street: Addition to reserve for the improvement of school road. This reserve now sits at \$100,000.
- Road & Street: Addition of a restricted reserve of \$15,000 for unforeseen weather (snow events).
- Gas Tax: Addition of a restricted reserve of \$15,000 for unforeseen weather (snow events).

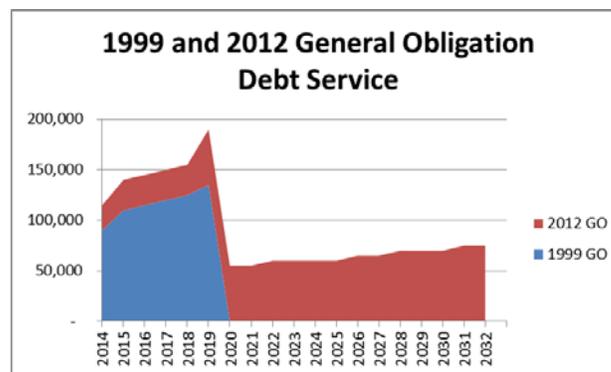
Capital Improvement Fund

Changes within the capital improvement fund include the extension of our fleet replacement program began last year. The replacement of 2 vehicles in addition to the continued payment of lease charges on those replaced last year. This fleet replacement program ensures staff is using proper equipment in the maintenance of the City’s roads.

- Increase building to fund the replacement/repair of the sewer building roof.
- Increase equipment expenditures of proceeds related to capital leases and replace two trucks..
- Increase of street, sidewalk & curb maintenance expenditures as funding is available.
- Increase equipment for acquisition of a finance system replacement. A \$100,000 reserve has been set aside for the acquisition of a new finance and utility billing system. The software purchase has been included in fund 30 with lease payments estimated to be made to that fund from the general, water and wastewater funds.

Debt Service Funds

These funds account for the collection and repayment of the City’s 1999 and 2012 general obligation bonds as well as the 2012 and 2013 COPs. Funding for the 2012 and 2013 COPs are transfers into the debt service fund from the general, water and sewer funds.



Water Enterprise Fund

The 2015 budget proposes a \$2.50 increase in rates extended from the discussion held in 2013 for 2014’s proposed budget as well as the discussions and public forum held earlier this year. This

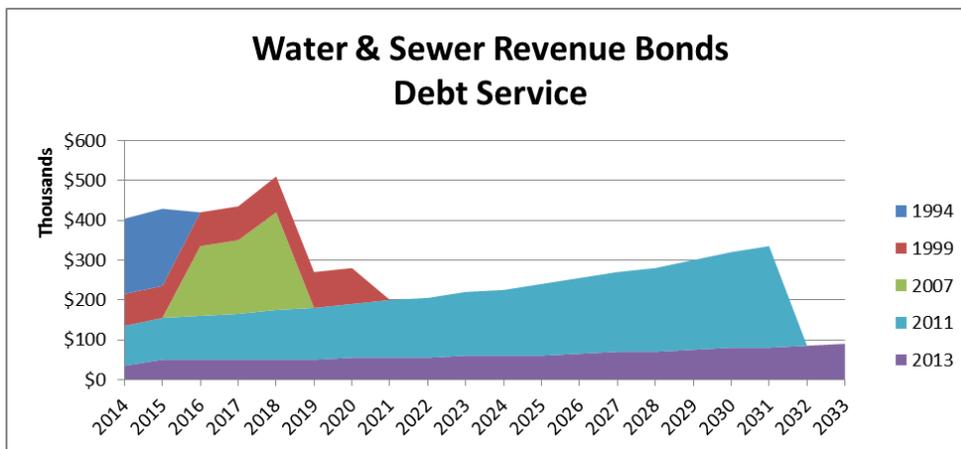
increase continues the city’s progression toward a long-term cheaper source of water for our customers.

- Increase in bond proceeds due to the release of escrow from a refinancing that is expected to occur in 2015.
- Decrease of bank fees charges
- Increase of funding set aside for principal payments. This has typically been label as depreciation in prior years.
- Increase in capital equipment, and capital purchases.
- Increase in reserve for the Kansas City water line connection.

Sewer Fund

The sewer fund’s 2015 budget contains a \$.55 annual increase as discussed earlier this year. This increase, expected to be proposed annually, affords the City to keep up with the inflation being realized on certain operating costs in addition to taking advantage of future economic development opportunities.

- Continued funding of plant, lift station, and line maintenance at similar levels in the past.
- Addition of storm water capital expense line funded by storm water connection fees currently being collected. This line was created using both storm water connection fees and expenses previously spent on bank card fees.



Next Steps:

As mentioned before the following document represents the operating portion of the operating and capital budgets. During future workshops it is intended that staff present the capital portion of the budget to adequately answer any questions that arise from the Board of Alderman regarding those projects.

I anticipate that staff will be available should the Board of Alderman have questions related to their specific areas of operation.

Respectfully,

Allen, Gibbs & Houlik, L.C.

A handwritten signature in cursive script that reads "Benjamin O. Hart".

Benjamin O. Hart
Vice Presidentcumming

OPERATING FUNDS BEGINNING FUND BALANCE

	2012 Actual	2013 Actual	2014 Amended	2014 Estimated	2015 Proposed
General	\$239,536	\$372,623	\$420,985	\$420,985	\$292,532
Administration Building	\$0	\$0	\$0	\$0	\$0
Public Works Building	\$0	\$0	\$0	\$0	\$0
Parks	\$289,636	\$335,132	\$299,851	\$299,851	\$322,451
Road & Street	\$11,577	\$35,465	\$93,054	\$93,054	\$104,000
Gas Tax	\$0	\$23,025	\$51,772	\$51,772	\$57,277
LET	\$0	\$0	\$1,710	\$1,710	\$940
Capital Improvement	\$128,973	\$112,177	\$245,153	\$245,153	\$178,944
East Growth	\$119,474	\$2,995	\$2,997	\$2,997	\$5,800
West Growth	\$8,719	\$9,735	\$10,746	\$10,746	\$16,090
2012 COP Construction	\$0	\$0	-\$16,921	-\$16,921	-\$16,921
211th Construction	\$0	\$0	\$334,750	\$334,750	\$0
Debt Service	\$15,232	\$152,755	\$158,236	\$158,236	\$160,631
Debt Service 2012 COP	\$0	\$152,006	\$152,060	\$152,060	\$168,877
Water Works	\$1,447,900	\$1,236,239	\$883,608	\$883,608	\$981,916
Waste Water	\$1,234,442	\$1,665,372	\$1,888,344	\$1,888,344	\$2,040,207
Sewer Bond	\$0	\$29,650	\$158,164	\$158,164	\$333,243
Sewer Construction	\$0	\$2,440	\$2,725	\$2,725	\$5,762
Trash	\$272,627	\$285,126	\$284,708	\$284,708	\$287,210
Equitable Sharing	\$0	\$0	\$1,127,185	\$1,127,185	\$127,649
Total Beginning Fund Balance	\$3,768,115	\$4,414,740	\$813,890	\$6,099,126	\$5,066,608

OPERATING FUNDS REVENUE

	2012 Actual	2013 Actual	2014 Amended	2014 Estimated	2015 Proposed
General	\$1,639,836	\$1,779,332	\$1,592,192	\$1,495,060	\$1,660,500
Administration Building	\$0	\$75,730	\$42,000	\$32,161	\$73,604
Public Works Building	\$0	\$14,915	\$25,000	\$12,491	\$27,100
Parks	\$179,281	\$795,835	\$203,368	\$208,093	\$243,750
Road & Street	226,004	241,812	216,950	263,511	317,350
Gas Tax	\$148,146	\$164,990	\$162,625	\$150,632	\$161,900
LET	\$0	\$3,332	\$4,000	\$2,544	\$4,000
Capital Improvement	\$170,284	\$180,432	\$451,600	\$347,593	\$594,100
East Growth	\$1,521	\$2	\$3,000	\$6,670	\$3,000
West Growth	\$1,016	\$1,011	\$5,010	\$5,344	\$5,000
2012 COP Construction	\$0	\$97,346	\$1,000	\$0	\$0
211th Construction	\$0	\$1,130,580	\$0	\$116	\$0
Debt Service	\$293,351	\$153,198	\$237,000	\$247,075	\$247,100
Debt Service 2012 COP	\$55,000	\$45,887	\$48,000	\$64,817	\$144,078
Water Works	\$1,015,555	\$1,060,670	\$1,727,431	\$1,323,322	\$1,705,129
Waste Water	\$987,934	\$1,126,677	\$1,012,000	\$999,229	\$1,168,510
Sewer Bond	\$29,650	\$271,589	\$274,500	\$268,979	\$269,000
Sewer Construction	\$2,440	\$2,588	\$10,000	\$3,038	\$100
Trash	\$263,570	\$265,730	\$272,000	\$268,000	\$277,800
Equitable Sharing	\$0	\$1,198,041	\$0	\$463	\$100
Total Annual Revenue	\$5,013,588	\$8,609,697	\$6,287,676	\$5,699,139	\$6,902,121
Total Resources Available	\$8,781,703	\$13,024,437	\$7,101,566	\$11,798,266	\$11,968,729

OPERATING FUNDS EXPENSES

	2012 Actual	2013 Actual	2014 Amended	2014 Estimated	2015 Proposed
General	\$1,506,749	\$1,730,971	\$1,914,679	\$1,623,513	\$1,872,382
Administration Building	\$0	\$75,730	\$42,000	\$32,161	\$73,604
Public Works Building	\$0	\$14,915	\$25,000	\$12,491	\$27,100
Parks	\$133,785	\$831,116	\$456,431	\$185,494	\$542,868
Road & Street	\$202,116	\$184,223	\$295,193	\$252,564	\$352,127
Gas Tax	\$125,121	\$136,243	\$162,625	\$145,127	\$213,001
LET	\$0	\$1,621	\$4,000	\$3,315	\$4,940
Capital Improvement	\$187,080	\$47,455	\$612,600	\$413,802	\$771,900
East Growth	\$118,000	\$0	\$3,000	\$3,867	\$3,000
West Growth	\$0	\$0	\$15,000	\$0	\$21,000
2012 COP Construction	\$0	\$114,268	\$1,000	\$0	\$0
211th Construction	\$0	\$795,830	\$334,750	\$334,866	\$0
Debt Service	\$155,828	\$147,718	\$260,800	\$244,680	\$232,069
Debt Service 2012 COP	\$0	\$45,834	\$48,000	\$48,000	\$144,748
Water Works	\$1,227,216	\$1,413,301	\$1,817,809	\$1,225,014	\$1,700,744
Waste Water	\$557,004	\$903,704	\$988,501	\$847,366	\$1,090,229
Sewer Bond	\$0	\$143,075	\$244,850	\$93,900	\$247,538
Sewer Construction	\$0	\$2,303	\$0	\$0	\$5,862
Trash	\$251,071	\$266,148	\$271,397	\$265,498	\$277,630
Equitable Sharing	\$0	\$70,856	\$0	\$1,000,000	\$127,749
Total Annual Expenditures	\$4,463,969	\$6,925,311	\$7,497,635	\$6,731,658	\$7,708,490

OPERATING FUNDS ENDING FUND BALANCE

	2012 Actual	2013 Actual	2014 Amended	2014 Estimated	2015 Proposed
General	\$372,623	\$420,985	\$98,498	\$292,532	\$80,650
Administration Building	\$0	\$0	\$0	\$0	\$0
Public Works Building	\$0	\$0	\$0	\$0	\$0
Parks	\$335,132	\$299,851	\$46,788	\$322,451	\$23,333
Road & Street	\$35,465	\$93,054	\$14,811	\$104,000	\$69,223
Gas Tax	\$23,025	\$51,772	\$51,772	\$57,277	\$6,176
LET	\$0	\$1,710	\$1,710	\$940	\$0
Capital Improvement	\$112,177	\$245,153	\$84,153	\$178,944	\$1,144
East Growth	\$2,995	\$2,997	\$2,997	\$5,800	\$5,800
West Growth	\$9,735	\$10,746	\$756	\$16,090	\$90
2012 COP Construction	\$0	-\$16,921	-\$16,921	-\$16,921	-\$16,921
211th Construction	\$0	\$334,750	\$0	\$0	\$0
Debt Service	\$152,755	\$158,236	\$134,436	\$160,631	\$175,663
Debt Service 2012 COP	\$55,000	\$152,060	\$152,060	\$168,877	\$168,207
Water Works	\$1,236,239	\$883,608	\$793,230	\$981,916	\$986,301
Waste Water	\$1,665,372	\$1,888,344	\$1,911,843	\$2,040,207	\$2,118,488
Sewer Bond	\$29,650	\$158,164	\$187,814	\$333,243	\$354,705
Sewer Construction	\$2,440	\$2,725	\$12,725	\$5,762	\$0
Trash	\$285,126	\$284,708	\$285,311	\$287,210	\$287,380
Equitable Sharing	\$0	\$1,127,185	\$1,127,185	\$127,649	\$0
Total Ending Fund Balance	\$4,317,734	\$6,099,126	\$4,889,167	\$5,066,608	\$4,260,240

2014-2015 Budget Worksheet

<u>Description</u>		2012 Actual	2013 Actual	YTD Actual Thru June	2014 Amended	2014 Estimated	2015 Proposed
GENERAL FUND							
Revenue							
10-00-4000	Property Tax	244,270.00	250,352.10	244,267.86	252,010.00	245,000.00	255,000.00
10-00-4020	Sales Tax	340,569.00	360,611.57	301,255.00	350,277.00	365,000.00	395,000.00
10-00-4030	Use Tax	158,573.00	130,968.02	61,409.10	140,000.00	72,515.12	150,000.00
10-00-4040	Cigarette Tax	29,333.00	28,034.10	19,856.99	29,000.00	24,000.00	29,000.00
10-00-4100	Franchise Fees	359,863.00	367,545.48	262,115.16	372,505.00	365,000.00	375,000.00
10-00-4200	Business Licenses	19,211.00	16,950.00	15,579.50	22,000.00	19,929.33	22,000.00
10-00-4210	Liquor Licenses	4,233.00	2,862.65	3,801.65	4,000.00	5,009.27	6,000.00
10-00-4220	Special Use Permits	3,216.00	1,409.64	320.00	1,500.00	320.00	1,500.00
10-00-4230	Building-Zoning Permits	10,642.00	12,892.91	8,232.30	10,000.00	7,649.00	10,000.00
10-00-4280	Land Disturbance Permits	-	178.00	0.00	0.00	0.00	0.00
10-00-4300	City Services	1,290.00	296.60	6,150.06	4,200.00	6,752.77	7,000.00
10-00-4310	Animal Control	3,533.00	3,674.27	5,234.17	4,200.00	6,044.36	6,500.00
10-00-4320	Inspection Fees	762.00	1,335.00	817.65	2,000.00	902.20	2,000.00
10-00-4330	Police Reports	771.00	793.78	661.34	1,000.00	815.12	1,000.00
10-00-4340	SRO Services	46,056.00	48,472.21	26,562.00	43,000.00	35,416.00	48,000.00
10-00-4420	State Grants	-	1,708.76	0.00	3,000.00	0.00	2,000.00
10-00-4430	Federal Grants	-	-	0.00	5,000.00	0.00	5,000.00
10-00-4500	Fines & Forfeitures	260,124.00	302,394.44	204,398.70	275,000.00	265,000.00	277,000.00
10-00-4520	Police Training	3,293.00	-	0.00	1,000.00	0.00	0.00
10-00-4530	Police Grants	7,011.00	937.20	0.00	0.00	0.00	0.00
10-00-4600	Interest Income	2,687.00	989.26	901.15	1,000.00	1,030.45	1,000.00
10-00-4700	Annex Rental	23,600.00	17,350.00	10,595.00	17,000.00	17,000.00	17,000.00
10-00-4710	Sale of Property	-	13,730.00	33,125.57	24,000.00	30,000.00	20,000.00
10-00-4800	Public Contributions	2,945.00	4,735.00	5,050.00	5,500.00	5,050.00	5,500.00
10-00-4900	Reimbursed Expense	48,059.00	34,845.16	21,145.50	25,000.00	22,626.67	25,000.00
10-00-4950	Transfers In-Water	21,898.00	176,266.00	218,637.99			0.00
10-00-4970	Federal FBI Funds	47,897.00	-	0.00	0.00	0.00	0.00
		1,639,836.00	1,779,332.15	1,450,116.69	1,592,192.00	1,495,060.29	1,660,500.00
Elected Officials							
10-10-5100	Salaries & Wages	19,200.00	19,200.00	14,400.00	19,200.00	19,200.00	19,200.00
10-10-5200	Payroll Taxes	1,423.00	1,467.32	1,101.60	1,500.00	1,500.00	1,526.40
10-10-5240	Employee Awards	586.00	547.59	590.72	500.00	500.00	0.00
10-10-5310	Travel & Training	956.00	503.86	2,551.39	2,800.00	2,791.13	2,800.00
10-10-5400	Office Supplies	276.00	683.53	2,331.11	500.00	597.48	600.00
10-10-5500	Newsletter	8,184.00	3,021.49	2,566.93	4,500.00	3,422.57	3,500.00
10-10-5510	Holiday Expense (Tree Lighting only)	1,464.00	1,722.73	1,814.27	2,000.00	1,730.00	2,000.00
10-10-5610	Accounting	-	-	3,033.79	0.00	4,045.05	4,000.00
10-10-5700	Video Taping	1,050.00	-	120.00	2,250.00	160.00	0.00
10-10-9900	Restricted Funds	-	-	0.00	201,000.00	0.00	201,000.00
		33,139.00	27,146.52	28,509.81	234,250.00	33,946.23	234,626.40
Admin							
10-11-5100	Admin/Finance-Salaries & Wages	109,272.00	100,791.01	84,544.62	103,836.00	102,938.89	54,374.99
10-11-5200	Payroll Taxes	-	6,718.42	6,244.59	6,243.00	7,448.80	4,322.81
10-11-5210	Benefits	43,034.00	29,302.58	32,044.63	35,000.00	41,800.01	21,735.54
10-11-5220	Worker's Compensation	-	3,771.08	3,617.56	3,800.00	4,823.41	1,685.62
10-11-5230	Employee Functions	2,650.00	4,272.45	4,533.86	4,600.00	6,045.15	5,000.00
10-11-5240	Employee Awards	-	-	1,651.15	0.00	0.00	2,500.00
10-11-5310	Travel & Training	3,396.00	3,911.47	9.37	5,000.00	1,779.84	5,000.00
10-11-5320	Employee Testing	-	609.00	2,051.80	500.00	12.49	500.00
10-11-5400	Office Supplies	3,984.00	8,333.24	3,632.85	2,500.00	2,735.73	2,500.00
10-11-5410	Dues & Subscriptions	2,868.00	3,803.76	1,210.59	4,000.00	4,843.80	5,000.00
10-11-5420	Postage	476.00	1,133.47	889.72	1,000.00	1,614.12	1,800.00
10-11-5430	Bankcard Fees	629.00	1,666.33	3,566.48	1,500.00	1,058.96	0.00
10-11-5440	Office Machines	4,789.00	6,120.37	2,130.00	3,500.00	4,596.21	4,000.00
10-11-5520	Promotional-Advertising	960.00	1,349.10	3,960.32	2,300.00	2,540.00	2,300.00
10-11-5530	Election Expense	2,747.00	3,064.00	1,500.00	4,500.00	5,280.43	4,500.00
10-11-5550	Website	-	2,926.81	4,645.00	1,000.00	2,000.00	1,000.00
10-11-5600	AV	-	5,535.00	16,135.65	10,000.00	0.00	10,000.00

2014-2015 Budget Worksheet

<u>Description</u>		2012 Actual	2013 Actual	YTD Actual Thru June	2014 Amended	2014 Estimated	2015 Proposed
GENERAL FUND							
10-11-5610	Accounting	34,121.00	38,587.53	38,468.03	27,000.00	21,514.20	27,000.00
10-11-5620	Legal	36,438.00	27,282.85	23,472.12	30,000.00	51,157.37	30,000.00
10-11-5630	Litigation	22,908.00	38,445.30	4,569.70	24,000.00	31,296.16	24,000.00
10-11-5675	Liability Insurance	3,114.00	1,223.19	4,533.86	3,000.00	6,092.93	3,000.00
10-11-5715	Contractual-Payroll		8,105.27	5,821.41	8,600.00	7,761.88	8,600.00
10-11-5750	Contractual		1,757.34	0.00	1,500.00	0.00	1,500.00
10-11-5800	IT Maintenance	1,581.00	13,587.06	6,236.91	7,500.00	8,315.88	7,500.00
10-11-6210	Vehicle Maintenance	4,199.00	1,397.17	1,048.74	2,000.00	1,342.00	2,000.00
10-11-6220	Fuel & Oil	948.00	3,170.64	2,005.10	3,000.00	2,673.47	3,000.00
10-11-6270	Insurance		3,404.19	68.63	0.00	91.51	0.00
10-11-8000	Capital Purchases		2,378.65	0.00	600.00	0.00	11,140.99
		278,114.00	322,647.28	258,592.69	296,479.00	325,956.57	245,459.96
Law Enforcement							
10-12-5100	Law Enforcement-Salaries & Wages	434,686.00	442,866.58	327,266.63	446,904.00	389,667.51	499,315.14
10-12-5200	Payroll Taxes	-	33,109.95	24,483.46	33,000.00	29,170.81	39,695.55
10-12-5210	Benefits	170,603.00	132,528.47	112,162.74	141,000.00	148,004.49	173,238.63
10-12-5220	Worker's Compensation	-	9,531.54	7,643.94	11,000.00	10,191.92	15,478.77
10-12-5300	Uniforms	7,319.00	2,771.25	924.58	4,000.00	1,232.77	4,000.00
10-12-5310	Travel & Training	5,518.00	2,272.15	50.04	2,500.00	66.72	2,500.00
10-12-5320	Employee Testing	-	1,060.00	105.80	1,000.00	141.07	500.00
10-12-5400	Office Supplies	2,325.00	3,265.33	1,045.98	2,500.00	1,394.64	2,500.00
10-12-5410	Dues & Subscriptions	102.00	955.41	152.32	200.00	203.09	200.00
10-12-5420	Postage	-	171.99	242.78	150.00	323.71	350.00
10-12-5440	Office Machines	4,039.00	2,645.50	2,270.50	2,650.00	3,027.33	3,000.00
10-12-5550	Website	-	-	0.00	500.00	0.00	500.00
10-12-5610	Accounting		720.72	5,691.72	3,700.00	7,588.96	8,000.00
10-12-5620	Legal		2,623.50	2,350.64	500.00	3,134.19	3,200.00
10-12-5630	Litigation		2,361.50	4,112.50	5,000.00	5,483.33	5,500.00
10-12-5675	Liability Insurance	12,024.00	4,459.00	5,459.26	7,500.00	7,279.01	7,500.00
10-12-5800	IT Maintenance	3,208.00	3,397.65	5,221.53	4,600.00	6,962.04	10,000.00
10-12-5810	Hardware Expense		1,142.85	301.97	3,000.00	402.63	3,000.00
10-12-5820	Software Expense		8,408.92	6,325.31	8,400.00	8,433.75	14,000.00
***	Contractual - Other	1,470.00	-	0.00	0.00	0.00	0.00
10-12-5880	Internet		1,157.99	2,151.75	2,000.00	2,855.68	2,900.00
10-12-6000	Dispatch Services	26,981.00	27,212.19	27,085.36	28,000.00	36,113.81	30,000.00
10-12-6010	Jail Expense	1,045.00	2,467.25	1,560.00	1,800.00	2,080.00	2,000.00
10-12-6020	Investigation Expense	1,643.00	3,973.84	562.09	9,000.00	749.45	6,000.00
10-12-6030	Animal Control	18,063.00	18,068.00	13,566.75	18,500.00	18,089.00	18,000.00
10-12-6070	Government Programs		-	865.87	0.00	1,154.49	0.00
10-12-6130	Supplies	2,530.00	6,203.62	1,767.94	2,000.00	2,074.03	2,000.00
10-12-6200	Vehicle Insurance		2,889.99	10,983.70	6,000.00	12,000.00	6,000.00
10-12-6210	Vehicle Maintenance	7,941.00	32,595.18	2,964.54	10,000.00	3,767.32	6,000.00
10-12-6220	Fuel & Oil	21,938.00	24,371.24	16,423.35	24,000.00	21,897.80	24,000.00
10-12-6250	Equipment Maintenance	2,527.00	657.56	831.03	3,000.00	1,108.04	3,000.00
10-12-7030	Utilities	-	623.55	51.66	1,500.00	68.88	1,500.00
10-12-8010	Capital Projects		1,198.52	0.00	1,000.00	0.00	0.00
10-12-8050	Federal FBI Funds		-	0.00	0.00	0.00	0.00
		723,962.00	775,711.24	584,625.74	784,904.00	724,666.47	893,878.09
Emergency Management							
10-15-6040	Emerg Mgnmnt Cost	-	727.95	0.00	1,500.00	0.00	1,500.00
		0.00	727.95	0.00	1,500.00	0.00	1,500.00
Court							
10-13-5100	Court-Salaries & Wages	36,598.00	40,077.58	26,188.80	39,335.00	31,277.51	34,861.70
10-13-5200	Payroll Taxes	-	3,050.15	1,998.08	2,497.00	2,386.40	2,771.51
10-13-5210	Benefits	14,864.00	11,025.29	9,352.81	13,000.00	12,238.45	11,602.17
10-13-5220	Worker's Compensation	-	210.00	799.57	1,500.00	1,066.09	15,478.77
10-13-5310	Travel & Training	2,038.00	6,766.59	1,150.06	2,000.00	1,266.75	2,000.00
10-13-5320	Employee Testing		121.00	3.11	100.00	4.15	100.00
10-13-5400	Office Supplies	1,948.00	4,143.06	1,863.83	2,000.00	2,485.11	2,300.00
10-13-5410	Dues & Subscriptions		143.00	90.00	150.00	120.00	160.00
10-13-5420	Postage		171.99	105.19	0.00	140.25	200.00
10-13-5430	Bank Charges		379.18	0.00	250.00		0.00

2014-2015 Budget Worksheet

<u>Description</u>		2012 Actual	2013 Actual	YTD Actual Thru June	2014 Amended	2014 Estimated	2015 Proposed
GENERAL FUND							
10-13-5440	Office Machines		182.79	1,189.44	650.00	1,426.83	1,300.00
10-12-5675	Liability Insurance	675.00	-	0.00	0.00	0.00	0.00
10-13-5610	Accounting		80.08	484.48	300.00	645.97	780.00
10-13-5620	Legal		-	840.00	850.00	1,120.00	850.00
10-13-5640	Prosecutor	10,200.00	10,412.50	8,697.70	10,500.00	10,500.00	10,500.00
10-13-5650	Judge	11,400.00	11,637.50	8,247.90	11,500.00	5,700.00	11,400.00
10-13-5800	IT Maintenance	3,335.00	2,311.94	714.95	1,000.00	953.27	4,500.00
10-13-5820	Software Expense		3,471.70	268.62	3,500.00	358.16	3,500.00
10-13-6010	Jail Expense	7,035.00	5,915.00	2,920.00	6,000.00	3,893.33	5,000.00
10-13-7030	Utilities		381.53	0.00	0.00	0.00	0.00
10-13-8020	Capital Purchases		-	0.00	0.00	0.00	0.00
		88,093.00	100,480.88	64,914.54	95,132.00	75,582.27	107,554.15
Planning/Codes							
10-14-5100	Planning-Salaries & Wages	53,212.00	61,578.47	46,799.10	60,559.00	55,950.17	63,497.63
10-14-5200	Payroll Taxes	-	4,205.53	3,489.12	4,530.00	4,171.09	5,048.06
10-14-5210	Benefits	20,187.00	21,709.05	15,443.48	16,000.00	25,171.83	22,009.07
10-14-5220	Worker's Compensation	-	210.00	721.18	1,000.00	961.57	1,968.43
10-14-5300	Uniforms	630.00	823.90	542.23	600.00	722.97	700.00
10-14-5310	Travel & Training	1,009.00	5,274.26	794.81	2,500.00	1,059.75	1,500.00
10-14-5320	Employee Testing	-	59.00	6.24	100.00	8.32	100.00
10-14-5400	Office Supplies	3,296.00	1,845.89	464.88	1,500.00	619.84	1,000.00
10-14-5410	Dues & Subscriptions		782.60	31.40	750.00	41.87	200.00
10-14-5420	Postage		171.99	209.03	200.00	278.71	300.00
10-14-5440	Office Machines		405.15	599.03	500.00	798.71	800.00
10-14-5540	Public Hearing	211.00	2,199.67	2,131.00	1,500.00	2,841.33	3,000.00
10-14-5610	Accounting		160.12	922.52	600.00	1,230.03	1,300.00
10-14-5620	Legal		3,480.31	1,225.00	250.00	1,633.33	1,700.00
10-14-5630	Litigation		5,969.49	1,970.22	1,500.00	2,626.96	2,700.00
10-14-5700	Eco Dev Contractual		-	15,600.48	112,000.00	97,000.00	15,000.00
10-14-5710	Contract Planning	8,612.00	17,291.18	6,923.68	5,000.00	9,231.57	5,500.00
10-14-5800	IT Maintenance	2,523.00	1,087.09	5,917.16	6,000.00	7,889.55	6,000.00
10-14-5820	Software Expense		889.95	760.00	1,000.00	1,013.33	1,000.00
10-14-6050	Inspection Expense	199.00	-	0.00	1,000.00	0.00	1,000.00
10-14-6060	Property Clean Up	4,955.00	16,533.00	13,210.13	10,000.00	10,433.51	10,000.00
10-14-6070	Government Programs		-	47.50	1,500.00	63.33	0.00
10-14-6210	Vehicle Maintenance	1,793.00	176.82	20.12	500.00	26.83	500.00
10-14-6220	Fuel & Oil	158.00	1,675.41	720.06	1,000.00	960.08	1,000.00
		96,785.00	146,528.88	118,548.37	230,089.00	224,734.68	145,823.19
Public Works							
10-16-5100	Public Works-Salaries & Wages	52,156.00	41,391.60	36,890.74	67,925.00	42,775.08	46,451.87
10-16-5200	Payroll Taxes	-	2,534.24	2,557.30	4,000.00	2,961.79	3,692.92
10-16-5210	Benefits	20,024.00	20,633.14	19,456.16	20,000.00	28,993.11	22,245.08
10-16-5220	Worker's Compensation	-	1,086.80	2,033.81	3,500.00	2,711.75	1,440.01
10-16-5300	Uniforms	3,759.00	4,189.08	1,227.35	1,900.00	1,636.47	1,900.00
10-16-5310	Travel & Training	1,032.00	1,681.27	1,477.28	4,250.00	1,677.71	4,250.00
10-16-5320	Employee Testing	-	841.00	374.46	200.00	499.28	600.00
10-16-5400	Office Supplies	21,656.00	1,403.22	732.34	2,000.00	976.45	2,000.00
10-16-5410	Dues & Subscriptions	105.00	515.40	555.38	700.00	740.51	700.00
10-16-5440	Office Machines		3,546.38	2,511.99	5,000.00	3,349.32	5,000.00
10-16-5610	Accounting		400.30	1,827.13	2,860.00	2,436.17	2,860.00
10-16-5620	Legal		125.00	35.26	75.00	47.01	75.00
10-16-5630	Litigation		-	4,712.50	0.00	6,283.33	50.00
10-16-5660	Engineering		5,000.00	0.00	5,000.00	0.00	5,000.00
***	Contractual - Other	1,078.00	-	-	0.00	0.00	5,000.00
10-16-5800	IT Maintenance	22,665.00	1,902.92	3,473.75	2,500.00	4,631.67	2,500.00
10-16-5810	Hardware Expense		-	0.00	300.00	0.00	300.00
10-16-5870	Communications	10,453.00	-	244.00	500.00	325.33	2,420.00
10-16-6130	Supplies	4,554.00	4,757.81	1,813.14	3,000.00	2,417.52	3,000.00
10-16-6200	Vehicle Insurance		2,167.63	2,183.70	3,000.00	2,911.60	3,000.00
10-16-6210	Vehicle Maintenance	10,665.00	8,899.15	3,435.96	6,150.00	4,581.28	6,150.00
10-16-6220	Fuel & Oil	10,500.00	12,536.02	7,168.09	11,000.00	9,557.45	11,000.00
10-16-6250	Equipment Maintenance		5,587.55	1,142.52	3,000.00	0.00	3,000.00

2014-2015 Budget Worksheet

<u>Description</u>		2012 Actual	2013 Actual	YTD Actual Thru June	2014 Amended	2014 Etimated	2015 Proposed
GENERAL FUND							
10-16-6260	Safety Equipment		746.12	867.42	1,300.00	1,156.56	1,300.00
10-16-6270	Insurance	9,409.00	-		0.00	0.00	0.00
10-16-7100	Street Supplies & Materials		-	4,647.74	5,565.00	6,196.99	6,000.00
10-16-8030	Capital Purchases	17,516.00	-		0.00	0.00	0.00
		185,572.00	119,944.63	99,368.02	153,725.00	128,389.74	139,934.88
Facilities							
10-18-5210	Benefits		746.12		0.00	205.08	0.00
10-18-5800	IT Maintenance		10,299.37	1,019.03	12,000.00	1,197.65	6,000.00
10-18-5810	Hardware Expense		2,036.01	7.56	1,500.00	10.08	1,500.00
10-18-5850	Telephone		7,834.82	5,376.14	7,540.00	6,599.08	7,500.00
10-18-5860	Cell Phones		-	160.04	160.00	213.39	0.00
10-18-5870	Communications		525.82	400.00	300.00	533.33	500.00
10-18-6150	Administrative Building		34,894.39	12,506.44	20,000.00	13,024.51	15,000.00
10-18-6160	Public Works Building	12,015.00	9,344.31	6,285.70	10,000.00	7,400.09	7,500.00
10-18-6170	Annex Building	18,791.00	24,250.44	20,172.99	21,600.00	26,897.32	21,000.00
10-18-6180	Brierly Hall Utilities	21,449.00	13,845.25	1,431.03	2,000.00	1,908.04	0.00
10-18-8000	Administrative	1,551.00	3,158.84	0.00	0.00	0.00	0.00
10-18-8040	Capital Purchases		23,357.00	0.00	0.00	0.00	0.00
10-18-9050	Debt Service Annex	20,278.00	19,265.20	14,920.98	19,500.00	19,894.64	20,748.00
10-18-9060	Debt Service City Hall		13,979.55	5,828.21	24,000.00	7,770.95	0.00
10-18-9600	Transfers	27,000.00	74,246.00	18,437.49	0.00	24,583.32	23,856.88
		101,084.00	237,783.12	86,545.61	118,600.00	110,237.48	103,604.88
Total Expenditures		1,506,749.00	1,730,970.50	1,241,104.78	1,914,679.00	1,623,513.44	1,872,381.55
Net increase (decrease) in fund balance		133,087.00	48,361.65	209,011.91	(322,487.00)	(128,453.15)	(211,881.55)
Beginning Fund Balance		239,536.00	372,623.00		420,984.65	420,984.65	292,531.50
Ending Fund Balance		372,623.00	420,984.65		98,497.65	292,531.50	80,649.95

2014-2015 Budget Worksheet						
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<u>Description</u>		2012 Actual	2013 Actual	YTD Actual Thru June	2014 Amended	2014 Etimated	2015 Proposed
Admin Building							
15-18-5400	Office Supplies & Equipment	-	175.00	1,721.69	3,000.00	1,774.75	3,000.00
15-18-5440	Office Machines	-	769.69	0.00	0.00	0.00	0.00
15-18-5800	IT Maintenance	-	14,060.32	2,190.43	10,000.00	2,920.57	5,000.00
15-18-5880	Internet	-	2,137.42	2,008.79	1,500.00	2,678.39	3,000.00
15-18-6100	Insurance	-	2,948.00	2,183.70	3,000.00	2,911.60	3,000.00
15-18-6110	Electric	-	9,479.70	4,728.05	10,000.00	6,304.07	10,000.00
15-18-6120	Natural Gas	-	804.58	918.08	1,500.00	1,224.11	1,500.00
15-18-6130	Supplies	-	9,726.63	1,323.79	5,000.00	1,743.79	5,000.00
15-18-6140	Building Maintenance	-	20,119.63	9,452.50	8,000.00	12,603.33	12,000.00
15-18-8340	Admin Bldg. - Capital Purchases	-	6,759.80	0.00	0.00	0.00	0.00
15-18-9060	Debt Service City Hall	-	8,748.91	0.00	0.00	0.00	31,104.00
		0.00	75,729.68	24,527.03	42,000.00	32,160.61	73,604.00
Public Works Building							
16-18-5440	Office Machines	-	500.20	0.00	0.00	0.00	0.00
16-18-5800	IT Maintenance	-	1,572.48	67.70	0.00	90.27	100.00
16-18-5880	Internet	-	2,245.00	1,442.08	0.00	1,922.77	2,000.00
16-18-6100	Insurance	-	1,690.00	1,819.77	2,500.00	2,426.36	2,500.00
16-18-6110	Electric	-	2,541.41	1,083.81	5,000.00	1,445.08	5,000.00
16-18-6120	Natural Gas	-	2,212.26	2,399.86	4,500.00	3,199.81	4,500.00
16-18-6130	Supplies	-	392.03	0.00	2,000.00	0.00	2,000.00
16-18-6140	Building Maintenance	-	3,761.54	2,554.99	11,000.00	3,406.65	11,000.00
		0.00	14,914.92	9,368.21	25,000.00	12,490.94	27,100.00

2014-2015 Budget Worksheet

<u>Description</u>	<u>2012 Actual</u>	<u>2013 Actual</u>	<u>YTD Actual Thru June</u>	<u>2014 Amended</u>	<u>2014 Estimated</u>	<u>2015 Proposed</u>
PARK FUND						
Parks - Revenue						
20-00-4020 Sales Tax	150,653.00	151,518.14	135,663.82	153,000.00	170,000.00	200,000.00
20-00-4230 Building-Zoning Permits	600.00	600.00	3,900.00	3,000.00	4,800.00	4,000.00
20-00-4240 Boating Permits	62.00	72.00	337.00	400.00	446.67	400.00
20-00-4600 Interest Income	1,385.00	614.86	465.05	1,000.00	548.81	500.00
20-00-4810 Special Events	26,581.00	6,662.00	28,438.16	25,000.00	25,000.00	25,000.00
20-00-4910 Transfer In-General	-	-	0.00	-	-	-
20-00-4920 Recreation Programs	-	998.00	4,663.50	17,868.00	6,218.00	10,000.00
20-00-4921 Reimbursements & Refunds	-	-	0.00	-	-	-
20-00-4922 Donations & Sponsorships	-	-	1,590.00	1,000.00	986.67	1,000.00
20-00-4923 Concessions	-	-	0.00	1,500.00	-	2,500.00
20-00-4924 Shelter Rental	-	370.00	105.00	600.00	93.33	350.00
20-00-4925 Other Permits	-	-	0.00	-	-	-
20-00-4950 Transfers In	-	635,000.00	0.00	-	-	-
Total Revenue	179,281.00	795,835.00	175,162.53	203,368.00	208,093.48	243,750.00
20-20-5100 Parks-Salaries & Wages	16,115.00	43,091.27	38,497.81	52,000.00	45,930.41	70,800.00
20-20-5200 Payroll Taxes	-	3,123.04	2,542.70	4,100.00	3,012.44	5,628.60
20-20-5210 Benefits	6,266.00	14,658.50	18,211.43	13,000.00	24,478.81	35,748.42
20-20-5220 Worker's Compensation	-	25.00	347.45	500.00	463.27	2,249.42
20-20-5320 Employee Testing	-	228.50	3.11	-	4.15	5.00
20-20-5400 Office Supplies & Equipment	563.00	2,405.23	829.98	250.00	1,106.64	1,000.00
20-20-5410 Dues & Memberships	-	908.33	909.97	750.00	1,179.96	1,200.00
20-20-5430 Bankcard Fees	-	-	764.87	430.00	740.63	-
20-20-5440 Office Machines	-	148.13	510.57	400.00	680.76	400.00
20-20-5600 Audit	-	615.00	200.00	200.00	266.67	200.00
20-20-5610 Accounting	3,923.00	1,699.60	822.93	2,500.00	1,097.24	1,100.00
20-20-5620 Legal	6,246.00	4,174.69	2,369.26	3,000.00	3,159.01	3,000.00
20-20-5675 Liability Insurance	2,391.00	491.00	0.00	-	-	-
20-20-5715 Contractual-Payroll	1,192.00	100.00	19.99	20.00	26.65	-
20-20-5800 IT Maintenance	-	1,680.96	893.46	1,000.00	1,191.28	1,000.00
20-20-6130 Supplies	-	291.22	46.00	300.00	-	300.00
20-20-6150 Administrative Building	-	5,798.34	3,679.04	2,500.00	3,764.55	3,000.00
20-20-6200 Vehicle Insurance	-	150.00	218.37	300.00	291.16	600.00
20-20-6210 Vehicle Maintenance	137.00	228.07	6.75	500.00	9.00	500.00
20-20-6220 Fuel & Oil	-	312.69	588.07	500.00	725.52	1,200.00
20-20-7000 Park Maintenance	25,424.00	38,937.34	17,502.95	29,000.00	21,693.81	17,545.00
20-20-7010 Mowing & Landscaping	18,554.00	17,624.54	8,743.40	26,500.00	9,537.87	20,000.00
20-20-7030 Utilities	1,995.00	2,673.42	4,891.30	2,000.00	6,521.73	5,000.00
20-20-7250 Restrooms	1,665.00	3,309.83	1,647.77	3,500.00	1,938.32	3,000.00
20-20-8040 Capital Purchases	-	3,238.28	27,595.93	233,742.00	36,794.57	290,800.00
20-20-9010 Debt Service	-	663,330.92	9,490.36	25,000.00	12,653.81	-
20-20-9020 Debt Service Bond Fees	28,387.00	9,583.20	0.00	-	-	1,000.00
20-20-9500 Special Events	-	9,927.26	18,905.75	26,000.00	-	25,000.00
20-20-9510 Concessions	-	44.97	0.00	850.00	-	1,800.00
20-20-9511 Park Tools & Equipment	234.00	-	0.00	-	-	2,500.00
20-20-9512 Recreation Program Tools & Equip	-	210.70	188.13	4,614.00	250.84	2,500.00
20-20-9513 Staff Uniforms	-	135.99	0.00	75.00	-	500.00
20-20-9514 Vehicle Replacement Program	-	-	0.00	-	-	-
20-20-9515 Educational Training	-	583.27	577.09	2,500.00	737.45	3,000.00
20-20-9518 Trees & Parks Beautification	-	-	96.25	2,500.00	128.33	9,000.00
20-20-9519 Recreational Program Expenses	20,693.00	1,386.52	5,581.96	17,900.00	7,109.28	10,000.00
20-20-9520 Trail Maintenance	-	-	0.00	-	-	1,500.00
20-20-9600 Transfers out (COP Payment)	-	-	0.00	-	-	21,791.14
	133,785.00	831,115.81	166,682.65	456,431.00	185,494.16	542,867.58
Net increase (decrease) in fund balance	45,496.00	(35,280.81)	8,479.88	(253,063.00)	22,599.32	(299,117.58)
Beginning Fund Balance	289,636.00	335,132.00		299,851.19	299,851.19	322,450.51
Ending Fund Balance	335,132.00	299,851.19	8,479.88	46,788.19	322,450.51	23,332.93

2014-2015 Budget Worksheet

<u>Description</u>	2012 Actual	2013 Actual	YTD Actual Thru June	2014 Amended	2014 Etimated	2015 Proposed
Road & Street Fund						
21-00-4020 Sales Tax	150,656.00	151,518.38	186,351.23	136,350.00	225,000.00	231,750.00
21-00-4230 Building-Zoning Permits	300.00	300.00	0.00	600.00	0.00	600.00
21-00-4400 County Road & Bridge(1/4 ct sales tax	43,000.00	60,627.00	0.00	50,000.00	0.00	50,000.00
21-00-4410 Road Projects	32,048.00	29,366.86	28,883.09	30,000.00	38,510.79	35,000.00
21-00-4950 Transfers In	-	-	0.00	0.00	0.00	0.00
Total Revenue	226,004.00	241,812.24	215,234.32	216,950.00	263,510.79	317,350.00
EXPENSES						
21-25-5100 Road & Street Salaries & Wages	48,432.00	64,118.47	39,188.58	45,467.00	60,017.03	72,561.98
21-25-5110 Snow Wages	-	5,741.82	1,711.26	5,800.00	2,281.68	5,800.00
21-25-5200 Payroll Taxes	-	5,276.61	4,085.49	3,848.00	4,793.12	5,768.68
21-25-5210 Benefits	18,540.00	14,750.34	15,342.04	16,978.00	14,680.00	32,647.26
21-25-5220 Worker's Compensation	-	1,988.00	1,017.68	2,000.00	1,356.91	2,249.42
21-25-5660 Engineering	-	-	0.00	10,000.00	0.00	10,000.00
21-25-6250 Equipment Maintenance	3,149.00	1,154.25	353.04	1,000.00	470.72	1,000.00
21-25-7100 Supplies & Materials	73,285.00	23,160.09	15,987.78	15,000.00	21,317.04	20,000.00
21-25-7110 Contract Maintenance	-	6,200.00	3,120.87	17,600.00	4,161.16	17,600.00
21-25-7120 Sidewalk-Curb Maintenance	-	2,248.84	4.50	10,000.00	10,000.00	10,000.00
21-25-7130 County Grant Expense	-	-	57,934.96	58,000.00	77,246.61	0.00
21-25-7140 State Grant Expense	-	-	2,065.04	2,500.00	2,753.39	0.00
21-25-7150 Street Lights	58,710.00	59,584.88	40,114.95	57,000.00	53,486.60	57,000.00
21-25-7160 Storm Water	-	-	40,114.95	0.00	0.00	2,500.00
21-25-9900 Restricted for Capital	-	-	0.00	0.00	0.00	15,000.00
21-25-8990 Reserved for School Road Project	-	-	0.00	50,000.00	0.00	100,000.00
Total Expenses	202,116.00	184,223.30	221,041.14	295,193.00	252,564.26	352,127.34
Beginning Fund Balance	11,577.00	35,465.00		93,053.94	93,053.94	104,000.47
Ending Fund Balance	35,465.00	93,053.94		14,810.94	104,000.47	69,223.13
Gas Tax Fund						
Revenue						
22-00-4050 Gasoline Tax	105,759.00	109,320.64	86,843.99	116,725.00	102,592.83	116,000.00
22-00-4060 Motor Vehicle Tax	42,387.00	55,669.71	40,426.66	45,900.00	48,038.79	45,900.00
Total Revenue	148,146.00	164,990.35	127,270.65	162,625.00	150,631.62	161,900.00
Expenses						
22-25-5100 Gas Tax Fund-Salaries & Wages	46,441.00	41,117.22	39,957.84	51,197.00	46,522.16	71,342.68
22-25-5110 Snow Wages	1,266.00	8,258.70	4,699.24	10,000.00	6,265.65	7,500.00
22-25-5200 Payroll Taxes	-	3,747.46	3,049.26	4,577.00	3,749.80	5,671.74
22-25-5210 Benefits	18,365.00	13,317.28	17,989.44	20,195.00	21,308.08	31,618.81
22-25-5220 Worker's Compensation	-	1,988.00	1,017.68	2,000.00	1,356.91	2,211.62
22-25-6210 Vehicle Maintenance	-	1,729.53	488.57	1,276.00	651.43	1,276.00
22-25-6250 Equipment Maintenance	709.00	4,819.17	2,769.69	3,700.00	3,692.92	3,700.00
22-25-7100 Supplies & Materials	-	-	6,028.39	7,000.00	8,037.85	7,000.00
22-25-7110 Contract Maintenance	-	1,600.00	0.00	2,680.00	0.00	2,680.00
22-25-7150 Street Lights	58,340.00	59,666.07	40,156.54	60,000.00	53,542.05	60,000.00
22-25-9900 Restricted for Capital	-	-	0.00	0.00	0.00	20,000.00
Total Expenses	125,121.00	136,243.43	116,156.65	162,625.00	145,126.85	213,000.87
Beginning Fund Balance	0.00	23,025.00		51,771.92	51,771.92	57,276.69
Ending Fund Balance	23,025.00	51,771.92		51,771.92	57,276.69	6,175.82

2014-2015 Budget Worksheet

<u>Description</u>	2012 Actual	2013 Actual	YTD Actual Thru June	2014 Amended	2014 Etimated	2015 Proposed
L.E.T. Fund						
23-00-4510 L.E.T. Revenue	-	3,331.54	1,908.06	4,000.00	2,544.08	4,000.00
Total Revenue	0.00	3,331.54	1,908.06	4,000.00	2,544.08	4,000.00
23-12-5310 Travel & Training	-	1,621.40	0.00	4,000.00	3,314.56	4,939.66
Total Expenses	0.00	1,621.40	0.00	4,000.00	3,314.56	<u>4,939.66</u>
Beginning Fund Balance	0.00	0.00		1,710.14	1,710.14	939.66
Ending Fund Balance	0.00	1,710.14		1,710.14	939.66	0.00

2014-2015 Budget Worksheet

Description	2012 Actual	2013 Actual	YTD Actual Thru June	2014 Amended	2014 Etimated	2015 Proposed
Capital Improvements						
Revenue						
30-00-4020 Capital Improvements-Sales Tax	170,284.00	180,306.45	140,058.17	180,000.00	130,038.99	183,600.00
30-00-4230 Building-Zoning Permits	-	-	0.00	0.00	0.00	0.00
30-00-4430 Federal Grants	-	-	0.00	96,000.00	0.00	90,000.00
30-00-4450 State Grants	-	-	0.00	22,100.00	0.00	0.00
30-00-4600 Interest Income	-	125.21	10,757.53	500.00	14,294.25	500.00
30-00-4710 Sale of Assets	-	-	0.00	0.00	0.00	0.00
30-00-4900 Reimbursed Expense	-	-	0.00	0.00	0.00	0.00
30-00-4950 Transfers In	-	-	0.00	0.00	0.00	0.00
30-00-4990 Bond Proceeds	-	-	152,445.00	153,000.00	203,260.00	320,000.00
Total Revenue	170,284.00	180,431.66	303,260.70	451,600.00	347,593.24	594,100.00
Expenses						
30-30-5680 Board Discretion	-	-	0.00	26,000.00	0.00	26,000.00
30-30-8100 Streets	-	11,550.00	137,399.55	238,000.00	137,400.00	215,900.00
30-30-8120 Sidewalks & Curb Maintenance	105,481.00	-	0.00	15,000.00	15,000.00	20,000.00
30-30-8130 Monument Sign	-	5,273.27	4,416.63	120,000.00	5,888.84	110,000.00
30-30-8140 State Grants	-	-	0.00	0.00	0.00	0.00
30-30-8200 Buildings	-	-	0.00	8,000.00	0.00	50,000.00
30-30-8210 Vehicle Replacement Program	15,818.00	25,710.00	173,818.20	163,100.00	228,013.33	211,500.00
30-30-8220 Equipment	63,581.00	4,922.00	10,112.04	42,500.00	27,500.00	123,500.00
30-30-8250 City Hall	2,200.00	-	0.00	0.00	0.00	15,000.00
30-30-9900 Restricted for CIP	-	-	0.00	0.00	0.00	0.00
Total Expenses	187,080.00	47,455.27	325,746.42	612,600.00	413,802.17	771,900.00
Beginning Fund Balance	128,973.00	112,177.00		245,153.39	245,153.39	178,944.46
Ending Fund Balance	112,177.00	245,153.39		84,153.39	178,944.46	1,144.46
East Growth Fund						
Revenue						
31-00-4230 Building-Zoning Permits	1,001.00	-	5,000.00	3,000.00	6,666.67	3,000.00
31-00-4600 Interest Income	520.00	1.99	3.14	0.00	3.28	0.00
Total	1,521.00	1.99	5,003.14	3,000.00	6,669.95	3,000.00
Expenses						
31-30-8100 Streets	118,000.00	-	2,900.00	3,000.00	3,866.67	3,000.00
Total Expenses	118,000.00	0.00	2,900.00	3,000.00	3,866.67	3,000.00
Beginning Fund Balance	119,474.00	2,995.00		2,996.99	2,996.99	5,800.27
Ending Fund Balance	2,995.00	2,996.99		2,996.99	5,800.27	5,800.27
West Growth Fund						
Revenue						
32-00-4230 Building-Zoning Permits	1,000.00	1,000.00	5,000.00	5,000.00	5,333.33	5,000.00
32-00-4600 Interest Income	16.00	10.83	11.18	10.00	11.07	0.00
Total	1,016.00	1,010.83	5,011.18	5,010.00	5,344.40	5,000.00
Expenses						
32-30-8100 Streets	-	-	13,000.00	15,000.00	0.00	21,000.00
Total Expenses	0.00	0.00	13,000.00	15,000.00	0.00	21,000.00
Beginning Fund Balance	8,719.00	9,735.00		10,745.83	10,745.83	16,090.23
Ending Fund Balance	9,735.00	10,745.83		755.83	16,090.23	90.23
2012 COP Construction						
Revenue						
33-00-4600 Interest Income	-	153.24	0.00	1,000.00	0.00	0.00
33-00-4990 Bond Proceeds	-	97,193.00	0.00	0.00	0.00	0.00
Total	0.00	97,346.24	0.00	1,000.00	0.00	0.00
Expenses						
33-30-8200 Buildings	-	-	0.00	1,000.00	0.00	0.00
33-30-8250 City Hall	-	20,703.22	0.00	0.00	0.00	0.00

2014-2015 Budget Worksheet

<u>Description</u>	2012 Actual	2013 Actual	YTD Actual Thru June	2014 Amended	2014 Etimated	2015 Proposed
33-30-8260 Annex Building	-	93,567.51	0.00	0.00	0.00	0.00
Total Expenses	0.00	114,267.63	0.00	1,000.00	0.00	0.00
Beginning Fund Balance	0.00	0.00		(16,921.39)	(16,921.39)	(16,921.39)
Ending Fund Balance	0.00	(16,921.39)		(16,921.39)	(16,921.39)	(16,921.39)
211th Construction Fund						
Revenue						
34-00-4600 Interest Income	-	93.00	87.16	0.00	116.21	0.00
34-00-4990 Bond Proceeds	-	1,130,487.00	0.00	0.00	0.00	0.00
34-00-4995 Premium on Bonds	-	-	0.00	0.00	0.00	0.00
34-00-4996 Cost of Issuance	-	-	0.00	0.00	0.00	0.00
Total	0.00	1,130,580.00	87.16	0.00	116.21	0.00
Expenses						
34-30-8000 Administrative	-	759,640.00	247,000.00	236,750.00	237,391.21	0.00
34-30-9600 Transfers Out	-	36,190.00	97,475.91	98,000.00	97,475.00	0.00
Total Expenses	0.00	795,830.00	344,475.91	334,750.00	334,866.21	0.00
Beginning Fund Balance	0.00	0.00		334,750.00	334,750.00	0.00
Ending Fund Balance	0.00	334,750.00		0.00	0.00	0.00

2014-2015 Budget Worksheet

<u>Description</u>	2012 Actual	2013 Actual	YTD Actual Thru June	2014 Amended	2014 Etimated	2015 Proposed
Debt Service Fund						
2012 GO & 99SRF						
Revenue						
40-00-4000	Property Tax	133,210.00	141,604.12	217,459.97	225,000.00	225,000.00
40-00-4010	Special Assessments	160,141.00	11,593.97	16,556.35	12,000.00	22,100.00
Total		293,351.00	153,198.09	234,016.32	237,000.00	247,100.00
Expenses						
40-40-9000	Debt Service Principal	-	85,000.00	40,000.00	80,000.00	53,333.33
40-40-9010	Debt Service Interest	-	57,567.51	31,730.39	63,000.00	42,307.19
40-40-9020	Debt Service Bond Fees	-	150.00	4,010.49	9,000.00	5,347.32
40-40-9600	Transfers Out (199A GO Bond)	155,828.00	5,000.00	107,768.76	108,800.00	143,691.68
Total Expenses		155,828.00	147,717.51	183,509.64	260,800.00	244,679.52
Beginning Fund Balance		15,232.00	152,755.00	158,235.58	158,235.58	160,631.19
Ending Fund Balance		152,755.00	158,235.58	134,435.58	160,631.19	175,662.69
2012 & 2013 COP						
Debt Service 2012 COP						
Revenue						
41-00-4600	Interest Income	-	178.60	95.15	0.00	108.75
41-00-4910	Transfer In-General	55,000.00	-	5,828.21	24,000.00	7,770.95
41-00-4933	Transfer In-Construction	-	-	0.00	0.00	0.00
41-00-4950	Transfers In - Water	-	36,468.90	42,703.19	12,000.00	56,937.59
41-00-4951	Transfer In-Sewer	-	9,239.99	0.00	12,000.00	0.00
Total		55,000.00	45,887.49	48,626.55	48,000.00	64,817.29
Expenses						
41-40-9000	Debt Service Principal	-	25,000.00	25,000.00	25,000.00	25,000.00
41-40-9010	Debt Service Interest	-	19,908.91	22,856.02	22,000.00	22,000.00
41-40-9020	Debt Service Bond Fees	-	925.00	840.00	1,000.00	1,000.00
Total Expenses		0.00	45,833.91	48,696.02	48,000.00	144,747.89
Beginning Fund Balance		0.00	152,006.00	152,059.58	152,059.58	168,876.87
Ending Fund Balance		55,000.00	152,059.58	152,059.58	168,876.87	168,207.23

2014-2015 Budget Worksheet

<u>Description</u>		<u>2012 Actual</u>	<u>2013 Actual</u>	<u>YTD Actual Thru June</u>	<u>2014 Amended</u>	<u>2014 Estimated</u>	<u>2015 Proposed</u>
Water Fund							
Revenue						\$2.5+2.0 rate increase	1,615,245.00
50-00-4110	Water Sales	798,257.00	896,617.28	846,612.28	1,200,658.00	1,128,816.00	1,438,765.00
50-00-4250	Water Connection Fees	-	1,600.00	6,932.55	1,600.00	4,976.73	3,200.00
50-00-4600	Interest Income	70,369.50	62,768.83	72,299.04	60,000.00	53,377.25	60,000.00
50-00-4610	Penalties	29,504.50	25,123.88	21,116.72	28,500.00	20,312.15	28,500.00
50-00-4710	Sale of Assets		846.05	0.00	0.00	0.00	0.00
50-00-4720	Tower Rental	21,037.00	21,668.48	12,275.00	21,664.00	17,146.57	21,664.00
50-00-4900	Reimbursed Expense	2,387.00	661.38	32,038.93	353,509.00	26,847.81	0.00
50-00-4950	Transfers In-Water		-	0.00	0.00	0.00	0.00
50-00-4960	G.O. Principal (transfer in from fund 40)	94,000.00	51,384.38	53,884.38	61,500.00	71,845.84	68,000.00
50-00-4990	Bond Proceeds (refunding escrow released)	-	-	0.00	0.00	0.00	85,000.00
Total		1,015,555.00	1,060,670.28	1,045,158.90	1,727,431.00	1,323,322.35	1,705,129.00
Expenses							
50-50-5000	Water Purchases	423,766.00	419,630.48	298,391.51	425,000.00	397,855.35	513,661.00
50-50-5100	Water-Salaries & Wages	162,440.00	166,429.29	143,022.79	180,000.00	154,563.12	239,788.66
50-50-5200	Payroll Taxes	-	13,122.80	9,455.39	13,900.00	11,209.03	19,063.20
50-50-5210	Benefits	62,726.00	69,534.69	55,843.66	59,220.00	68,587.28	95,411.80
50-50-5220	Worker's Compensation	-	4,249.66	3,348.89	5,000.00	4,465.19	7,433.45
50-50-5240	Employee Awards	-	-	0.00	0.00	0.00	2,000.00
50-50-5300	Uniforms	866.00	1,237.70	791.76	1,250.00	1,055.68	1,275.00
50-50-5310	Travel & Training	2,153.00	934.00	1,208.31	7,090.00	570.49	7,240.00
50-50-5320	Employee Testing	-	353.00	291.71	220.00	388.95	420.00
50-50-5400	Office Supplies	16,182.00	4,199.94	1,477.72	4,000.00	1,970.29	5,100.00
50-50-5410	Dues & Subscriptions	2,007.00	2,136.25	1,648.80	1,540.00	2,547.07	1,970.00
50-50-5420	Postage	4,756.00	3,362.75	2,310.11	5,000.00	3,080.15	6,100.00
50-50-5430	Bankcard Fees		8,567.52	10,468.14	10,000.00	10,097.11	0.00
50-50-5440	Office Machines	3,836.00	4,150.16	3,508.87	5,500.00	4,678.49	5,500.00
50-50-5540	Public Hearing		343.67	0.00	500.00	0.00	500.00
50-50-5600	Audit		3,075.00	3,100.00	3,100.00	4,133.33	3,100.00
50-50-5610	Accounting	19,614.00	10,446.10	10,742.96	15,000.00	14,323.95	15,000.00
50-50-5620	Legal	15,828.00	24,683.57	2,010.16	7,500.00	2,680.21	7,500.00
50-50-5630	Litigation	3,053.00	4,505.28	318.75	2,000.00	425.00	2,000.00
50-50-5660	Engineering		6,086.25	35,999.96	369,220.00	38,663.28	25,000.00
50-50-5675	Liability Insurance	7,949.00	6,147.19	4,367.41	6,000.00	5,823.21	6,000.00
50-50-5700	Eco Dev Contractual		-	4,172.00	15,000.00	5,562.67	15,000.00
50-50-5715	Contractual-Payroll	-	1,147.06	142.85	2,000.00	190.47	12,000.00
50-50-5720	Water Contractual	11,748.00	12,530.30	10,623.49	15,175.00	14,164.65	15,000.00
50-50-5800	IT Maintenance	16,286.00	7,511.97	5,131.82	10,000.00	6,842.43	10,000.00
50-50-5810	Hardware Expense		1,915.28	750.00	2,000.00	1,000.00	2,000.00
50-50-5820	Software Expense		4,904.25	0.00	4,000.00	0.00	13,274.37
50-50-5850	Telephone		1,398.49	954.90	2,000.00	1,273.20	2,000.00
50-50-5870	Communications	4,832.00	-	0.00	390.00	0.00	1,680.00
50-50-6130	Supplies		-	1,592.33	2,500.00	2,123.11	2,500.00
50-50-6150	Administrative Building		13,238.01	4,169.59	8,000.00	4,266.48	8,000.00
50-50-6160	Public Works Building	1,094.00	4,239.64	3,091.50	5,000.00	3,638.91	5,000.00
50-50-6200	Vehicle Insurance		2,100.00	1,819.76	2,500.00	2,426.35	2,500.00
50-50-6210	Vehicle Maintenance	7,899.00	1,751.80	549.50	4,000.00	732.67	4,000.00
50-50-6220	Fuel & Oil	5,631.00	5,170.14	4,586.87	6,000.00	6,115.83	6,000.00
50-50-6260	Safety Equipment		-	805.98	8,300.00	1,074.64	8,300.00
50-50-7200	Pump-Line Maintenance	10,180.00	22,717.64	9,082.04	32,500.00	12,109.39	12,500.00
50-50-7210	Tower Maintenance		36.54	0.00	5,000.00	0.00	5,000.00
50-50-7220	Meter Maintenance	1,773.00	6,578.23	3,684.34	9,390.00	4,912.45	9,390.00
50-50-7250	Utilities	11,250.00	6,022.49	3,150.81	5,000.00	4,201.08	5,000.00
50-50-8220	Equipment	4,060.00	-	0.00	10,000.00	0.00	30,000.00
50-50-8300	Water Capital Purchases	1,539.00	3,680.36	3,880.50	41,114.00	3,716.93	0.00
50-50-8320	CIP Water		-	0.00	0.00	0.00	0.00
50-50-8500	Depreciation	294,044.00	230,876.00	114,656.22	180,000.00	152,874.96	0.00
50-50-9000	Debt Service Principal		-	0.00	0.00	0.00	217,000.00
50-50-9010	Debt Service Interest	95,880.50	128,198.90	72,457.60	163,500.00	79,848.47	95,365.50
50-50-9020	Debt Service Bond Fees	8,823.00	10,858.96	4,777.55	16,000.00	6,259.00	5,000.00
50-50-9040	Ground Storage Tank		1,563.00	0.00	0.00	0.00	0.00
50-50-9060	Debt Service City Hall		5,124.67	0.00	17,400.00	0.00	0.00
50-50-9600	Transfers (COP Payments)	27,000.00	188,542.00	138,422.49	130,000.00	184,563.32	71,171.44
***	Restricted reserve - future kc connection	-	-	0.00	0.00	0.00	179,000.00
Total Expenses		1,227,215.50	1,413,301.03	976,809.04	1,817,809.00	1,225,014.19	1,700,744.41
Total Water Fund		(211,660.50)	(352,630.75)	68,349.86	(90,378.00)	98,308.16	4,384.59

2014-2015 Budget Worksheet

<u>Description</u>	2012 Actual	2013 Actual	YTD Actual Thru June	2014 Amended	2014 Etimated	2015 Proposed
Beginning Fund Balance	1,447,899.50	1,236,239.00		883,608.25	883,608.25	981,916.41
Ending Fund Balance	1,236,239.00	883,608.25		793,230.25	981,916.41	986,301.00

2014-2015 Budget Worksheet

<u>Description</u>		2012 Actual	2013 Actual	YTD Actual Thru June	2014 Amended	2014 Estimated	2015 Proposed
Sewer Fund							
Revenue							
51-00-4120	Sewer Fees	932,873.00	891,339.66	649,435.29	900,000.00	895,000.00	951,395.00
51-00-4260	Sewer Connection Fees	2,100.00	439.12	9,438.50	3,000.00	10,674.60	500.00
51-00-4360	Stormwater Connection Fees	-	-	300.00	0.00	300.00	1,500.00
51-00-4600	Interest Income	23,456.50	20,925.20	301.02	29,000.00	355.76	24,958.00
51-00-4610	Penalties	29,504.50	25,123.87	21707.23	25,000.00	21,099.49	26,857.00
51-00-4710	Sale of Assets	-	-	0.00	0.00	0.00	0.00
51-00-4900	Reimbursed Expense	-	661.38	(35.02)	1,000.00	(46.69)	0.00
51-00-4950	Transfers In-Water	-	188,187.38	53,884.38	54,000.00	71,845.84	78,300.00
***	Bond Proceeds	-	-	-	-	-	85,000.00
Total		987,934.00	1,126,676.61	713,324.17	1,012,000.00	999,229.00	1,168,510.00
Expenses							
51-51-5001	Sludge Disposal	21,441.00	21,725.39	14,662.30	25,000.00	19,549.73	31,000.00
51-51-5100	Sewer-Salaries & Wages	176,471.00	248,425.01	187,524.70	230,778.00	226,680.39	250,156.58
51-51-5200	Payroll Taxes	-	18,141.02	13,758.07	13,630.00	16,592.20	19,887.45
51-51-5210	Benefits	67,152.00	92,521.17	69,138.33	69,233.00	96,723.31	97,036.40
51-51-5220	Worker's Compensation	-	4,453.21	4,098.27	6,000.00	5,464.36	7,754.85
51-51-5240	Employee Awards	-	-	0.00	0.00	0.00	2,000.00
51-51-5300	Uniforms	917.00	1,613.75	1,016.29	1,535.00	1,355.05	1,500.00
51-51-5310	Travel & Training	1,229.00	1,251.33	605.85	650.00	419.13	1,000.00
51-51-5320	Employee Testing	-	847.00	208.70	500.00	278.27	500.00
51-51-5400	Office Supplies	16,152.00	2,130.32	1,915.32	5,000.00	2,553.76	2,500.00
51-51-5410	Dues & Subscriptions	772.00	568.25	90.00	305.00	508.67	500.00
51-51-5420	Postage	4,642.00	3,036.10	2,004.64	3,100.00	2,672.85	3,000.00
51-51-5430	Bankcard Fees	-	11,343.52	6,839.09	10,000.00	7,769.68	0.00
51-51-5440	Office Machines	4,367.00	3,405.03	3,132.56	5,500.00	4,176.75	5,000.00
51-51-5540	Public Hearing	-	-	0.00	500.00	0.00	500.00
51-51-5600	Audit	-	3,075.00	3,000.00	4,600.00	4,000.00	4,100.00
51-51-5610	Accounting	19,614.00	9,168.75	7,432.02	12,000.00	9,909.36	10,000.00
51-51-5620	Legal	19,760.00	7,495.35	281.00	5,000.00	374.67	5,000.00
51-51-5630	Litigation	20,070.00	31,051.77	106.25	2,500.00	141.67	5,000.00
51-51-5660	Engineering	-	-	20,536.86	27,000.00	21,000.00	20,000.00
51-51-5675	Liability Insurance	8,649.00	8,433.00	7,642.97	10,500.00	10,190.63	9,000.00
51-51-5700	Eco Dev Contractual	-	-	4,172.00	15,000.00	5,562.67	15,000.00
51-51-5715	Contractual-Payroll	-	1,147.06	102.87	1,720.00	1,200.00	1,700.00
51-51-5730	Sewer Contractual	16,479.00	3,504.50	12,004.69	13,300.00	15,872.92	15,000.00
51-51-5800	IT Maintenance	12,679.00	6,973.37	1,931.33	9,000.00	2,575.11	5,000.00
51-51-5810	Hardware Expense	-	618.00	500.00	1,000.00	666.67	1,000.00
51-51-5820	Software Expense	-	3,072.82	4,265.86	5,000.00	5,619.11	6,000.00
51-51-5850	Telephone	-	1,502.88	1,120.33	1,600.00	1,600.00	1,600.00
51-51-5860	Cell Phones	-	-	0.00	0.00	0.00	0.00
51-51-5870	Communications	3,949.00	56.93	0.00	390.00	0.00	0.00
51-51-6130	Supplies	-	-	326.26	500.00	435.01	650.00
51-51-6150	Administrative Building	-	13,580.98	4,414.89	16,500.00	4,517.48	8,000.00
51-51-6160	Building Maintenance	-	2,132.19	795.33	10,000.00	1,060.44	0.00
51-51-6200	Vehicle Insurance	-	2,100.00	2,194.70	3,000.00	2,926.27	4,000.00
51-51-6210	Vehicle Maintenance	13,043.00	19,906.98	8,928.28	21,000.00	11,904.37	15,000.00
51-51-6220	Fuel & Oil	22,190.00	29,902.55	27,195.31	35,000.00	36,260.41	31,000.00
51-51-6250	Equipment Maintenance	2,369.00	2,129.00	0.00	1,000.00	0.00	0.00
51-51-6260	Safety Equipment	-	-	549.83	2,000.00	733.11	1,000.00
51-51-7300	Plant Maintenance	-	17,734.49	11,200.40	21,000.00	14,933.87	15,000.00
51-51-7310	Lift Station Maintenance	15,981.00	26,971.90	16,077.25	16,000.00	21,436.33	26,000.00
51-51-7320	Line Maintenance	9,510.00	13,238.17	12,441.22	30,000.00	16,313.63	31,000.00
51-51-7350	Utilities	-	72,421.83	58,376.68	80,000.00	77,835.57	80,000.00
51-51-8310	Sewer-Capital Purchases	3,687.00	10,113.35	0.00	25,000.00	40,000.00	0.00
***	Stormwater Capital	-	-	0.00	0.00	0.00	12,500.00
51-51-8330	CIP Sewer	-	-	1,611.66	8,000.00	1,470.65	3,000.00
51-51-8500	Depreciation	-	127,515.52	64,005.66	135,000.00	85,340.88	0.00
51-51-9000	Debt Service Principal	-	-	0.00	0.00	0.00	223,000.00
51-51-9010	Debt Service Interest	95,880.50	69,796.98	42,337.38	80,000.00	56,449.84	35,293.50
51-51-9020	Debt Service Bond Fees	-	2,475.00	0.00	5,000.00	0.00	5,000.00
51-51-9060	Debt Service City Hall	-	8,124.67	0.00	19,160.00	0.00	0.00
51-51-9600	Transfers (COP Payments)	-	-	9,218.74	0.00	12,211.85	49,049.94

7/31/2014

2014-2015 Budget Worksheet

<u>Description</u>		2012 Actual	2013 Actual	YTD Actual Thru June	2014 Amended	2014 Etimated	2015 Proposed
51-51-9620	Capital Expense		-	0.00	0.00	0.00	30,000.00
Total Expenses		557,003.50	903,704.14	627,763.89	988,501.00	847,366.47	1,090,228.72
Total Sewer Fund		430,930.50	222,972.47	85,560.28	23,499.00	151,862.53	78,281.28
Beginning Fund Balance		1,234,441.50	1,665,372.00		1,888,344.47	1,888,344.47	2,040,207.00
Ending Fund Balance		1,665,372.00	1,888,344.47		1,911,843.47	2,040,207.00	2,118,488.28
Enterprise Debt Service							
2011 Sewer Bond							
55-00-4140	Bond Fees	29,650.00	265,478.22	196,313.74	270,000.00	265,114.50	265,000.00
55-00-4600	Interest Income	-	6,110.79	2,898.17	4,500.00	3,864.23	4,000.00
Total		29,650.00	271,589.01	199,211.91	274,500.00	268,978.73	269,000.00
Expenses							
55-55-9600	Transfers	-	-	0.00	0.00	0.00	0.00
55-80-9000	Debt Service Principal	-	-	0.00	100,000.00	0.00	105,000.00
55-80-9010	Interest Expense	-	143,075.00	140,850.00	139,850.00	93,900.00	137,538.00
55-80-9020	Debt Service Bond Fees	-	-	125.00	5,000.00	0.00	5,000.00
Total Expenses		0.00	143,075.00	140,975.00	244,850.00	93,900.00	247,538.00
Beginning Fund Balance		0.00	29,650.00		158,164.01	158,164.01	333,242.74
Ending Fund Balance		29,650.00	158,164.01		187,814.01	333,242.74	354,704.74
2011 Enterprise Construction							
56-00-4600	Interest Income	2,440.00	2,587.72	64.75	10,000.00	86.33	100.00
56-00-4950	Transfers In	-	-	2,213.45	0.00	2,951.27	0.00
Total		2,440.00	2,587.72	2,278.20	10,000.00	3,037.60	100.00
56-80-5740	Administration	-	2,303.00	0.00	0.00	0.00	5,862.32
56-80-9000	Debt Service Principal	-	-	0.00	0.00	0.00	0.00
56-80-9010	Debt Service Interest	-	-	0.00	0.00	0.00	0.00
56-80-9020	Debt Service Bond Fees	-	-	0.00	0.00	0.00	0.00
		0.00	2,303.00	0.00	0.00	0.00	5,862.32
Beginning Fund Balance		0.00	2,440.00		2,724.72	2,724.72	5,762.32
Ending Fund Balance		2,440.00	2,724.72		12,724.72	5,762.32	0.00

2014-2015 Budget Worksheet

<u>Description</u>	2012 Actual	2013 Actual	YTD Actual Thru June	2014 Amended	2014 Etimated	2015 Proposed
Trash Fund						
Revenue						
52-00-4130	Trash Service	263,570.00	265,730.15	202,179.78	272,000.00	270,000.00
52-00-4610	Penalties	-	-	1,307.18	0.00	7,800.00
52-00-4600	Interest Income	-	-	0.00	0.00	0.00
Total		263,570.00	265,730.15	203,486.96	272,000.00	<u>277,800.00</u>
Expenses						
52-70-5002	Trash Contract	240,063.00	244,182.85	183,921.40	248,355.00	248,355.00
52-70-5100	Salaries & Wages	6,930.00	10,860.93	5,846.26	11,500.00	14,914.41
52-70-5200	Payroll Taxes	-	825.00	558.56	1,100.00	1,185.70
52-70-5210	Benefits	2,648.00	2,280.01	3,293.94	3,192.00	6,812.60
52-70-5220	Worker's Compensation	-	210.00	86.77	300.00	462.35
52-70-5400	Office Supplies	484.00	131.11	256.17	300.00	250.00
52-70-5420	Postage	-	996.05	1,360.84	1,000.00	1,000.00
52-70-5430	Bankcard Fees	-	1,882.49	858.41	1,700.00	0.00
52-70-5610	Accounting	-	1,212.87	2,528.83	2,500.00	1,000.00
52-70-5620	Legal	-	106.70	0.00	250.00	750.00
52-70-5675	Liability Insurance	946.00	250.00	363.96	250.00	400.00
52-70-5800	IT Maintenance	-	339.34	246.66	450.00	500.00
52-70-6150	Administrative Building	-	2,871.02	490.55	500.00	2,000.00
Total Expenses		251,071.00	266,148.37	199,812.35	271,397.00	277,630.04
Net increase (decrease) in fund balance		12,499.00	(418.22)	3,674.61	603.00	169.96
Beginning Fund Balance		272,627.00	285,126.00		284,707.78	287,210.26
Ending Fund Balance		285,126.00	284,707.78		285,310.78	287,380.22

2014-2015 Budget Worksheet

<u>Description</u>	2012 Actual	2013 Actual	YTD Actual Thru June	2014 Amended	2014 Etimated	2015 Proposed
Federal FBI Funds						
Revenue						
57-00-4600 Interest Income	-	231.88	347.55	0.00	463.40	100.00
57-00-4900 Reimbursed Expense	-	1,197,809.56	0.00	0.00	0.00	0.00
Total	0.00	1,198,041.44	347.55	0.00	463.40	100.00
Expenses						
57-12-8050 Federal FBI Funds	-	70,856.00	999,103.29	0.00	1,000,000.00	127,748.84
Total Expenses	0.00	70,856.00	999,103.29	0.00	1,000,000.00	127,748.84
Beginning Fund Balance	0.00	0.00		1,127,185.44	1,127,185.44	127,648.84
Ending Fund Balance	0.00	1,127,185.44		1,127,185.44	127,648.84	0.00

City Administrator
Brad Ratliff

City Clerk
Nick Jacobs

City Engineer
Carl Brooks

Business Office
Trudy Prickett



Chief of Police
Harry Gurin

City Planner
Cliff McDonald

City Attorney
Reid Holbrook

Parks Director
Nathan Musteen

Municipal Offices – 250 S. Main Street, Peculiar, MO 64078
Phone: (816)779-5212 Facsimile: (816)779-1004

To: Board of Alderman
From: Nick Jacobs, City Clerk
Date: July 29, 2014
Re: Smaller Trash Can for Residents 55 & older

GENERAL INFORMATION

Applicant: Staff
Status of Applicant:
Requested Actions: Informational update
Date of Application: 7/29/2014
Purpose: Re-inform the Board about the smaller Trash Can for residents 55 and older.
Property Location (if applicable):

PROPOSAL

Give the Board an informational update on the smaller trash cans for residents 55 & older. Per the contract with Town & Country Disposal, any resident age 55 or older can request through the City a smaller trash can. Since they are getting a smaller trash can the fee is reduced on their monthly utility bill by \$1.00. There is no discount as the current rumor is fluctuating through town. It is merely a trade in of the larger trash can for a smaller one for a reduced monthly cost of \$1.00.

PREVIOUS ACTIONS

none

KEY ISSUES

Re-inform the Board about the smaller Trash Can for residents 55 and older.

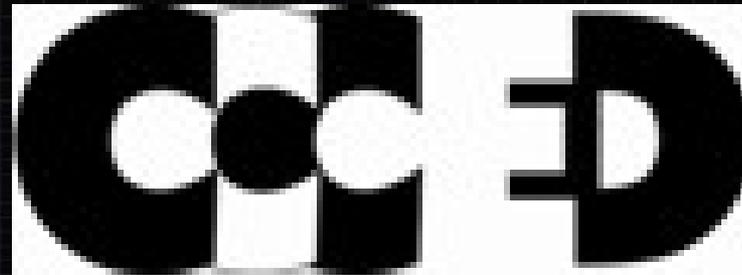
STAFF COMMENTS AND SUGGESTIONS

STAFF RECOMMENDATION

ATTACHMENTS

M I S S O U R I

Department of Economic Development



Cass County
Corporation of
Economic
Development

July, 2014

M I S S O U R I





HOW IS MISSOURI DOING?



Performance – Missouri – FY-14

Assisted Primary Companies

- Highest numbers in history.
 - **28,200 new jobs**
 - **\$6.1 billion capital investment**

A stylized, dark-toned graphic of the Missouri skyline at night, featuring the Gateway Arch and various buildings. In the center, the word "MISSOURI" is written in large, colorful, block letters, each letter contained within a separate colored square.

MISSOURI



2014
**Gold Shovel
Award**

AREA DEVELOPMENT

**MISSOURI NAMED A
TOP STATE FOR ATTRACTING
INVESTMENT PROJECTS**

*Cerner Corporation's
investment in Kansas City
named Economic
Development Project
of the Year*

- MO: One of only 4 states.



MISSOURI

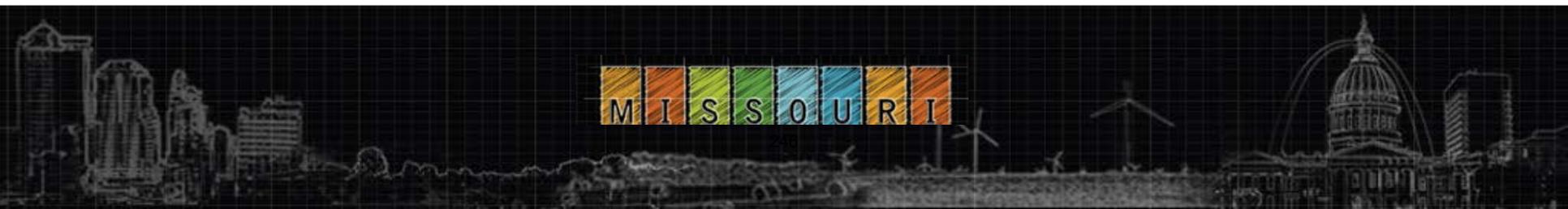
**Pollina
Corporate**

Top 10

**Pro-Business
States**

Missouri moves up to

#8



Site Selection Magazine CY 2013

- 125 businesses expanded or opened new facilities
- 57 more than last year



Region	2012	2011	2010	2009	
West North Central	1 MISSOURI	125	19	58	48
	2 NEBRASKA	109	28	42	29
	3 KANSAS	106	20	24	6
	4 IOWA	104	23	35	46
	5 MINNESOTA	83	26	25	32
	6 SOUTH DAKOTA	22	5	13	4
	7 NORTH DAKOTA	15	11	3	1
	Region Totals	564	132	200	216
	1 GEORGIA	299	76	95	128
	2 NORTH CAROLINA	223	42	7	83
	3 VIRGINIA	200	18	61	107



Missouri Tech Job Growth: Dice.com

- Highest rate of Technology Job Growth in US
- 2 Years in a Row

Feb 7, 2014, 11:37am CST | UPDATED: Feb 24, 2014, 1:12pm CST

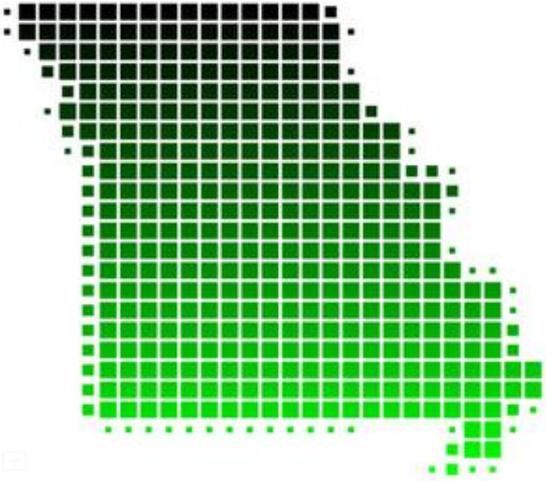
Missouri is again fastest-growing state for tech jobs

 **Brian Feldt**
Reporter-
St. Louis Business Journal
[Email](#) | [Twitter](#) | [Facebook](#)

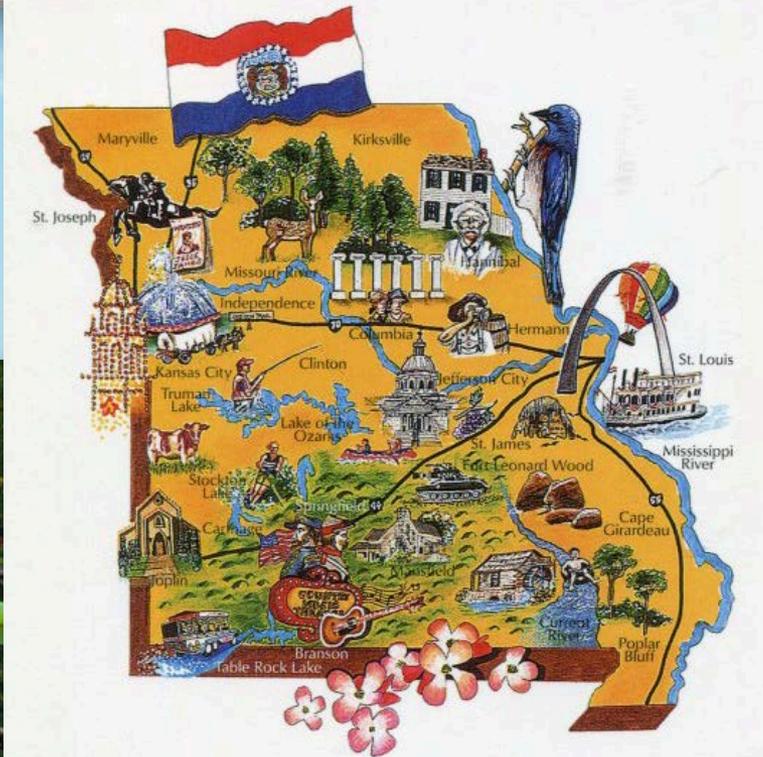
Looking for work in the tech sector?
Missouri is the place to be.

For the second consecutive year, research from [Dice.com](#), which tracks IT jobs, shows that Missouri is the fastest-growing state for technology employment.

The research shows Missouri gained 2,700



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NEWS



Kansas Border War

- July 1: Governor signs SB 635
 - Requires KS Governor to issue executive order halting relocation incentives.
 - Cass, Clay, Jackson, Platte
- KS Governor wants recommendation from Advisory Committee
 - Local incentives?
 - Out of region competition?



MISSOURI



COLO.

NEB.

IOWA

EDUCATION

**BUDGET
REVENUE**

**CREDIT
RATING**

KANSAS

OKLAHOMA

MISSOURI

AND WE'RE
TRYING TO BE
MORE LIKE THEM?

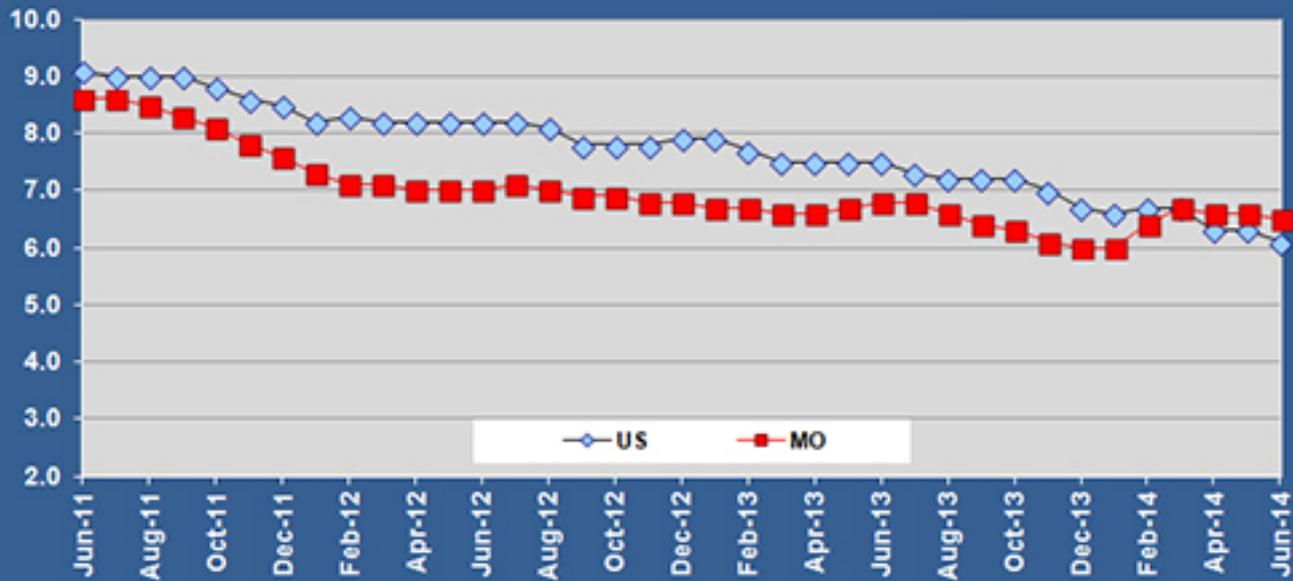
7/19
DAVE COVERLY
COLUMBIAN
DAILY TRIBUNE
GAGCARTOONS.COM

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JUNE UNEMPLOYMENT RATE DROPS TO **6.5** PERCENT

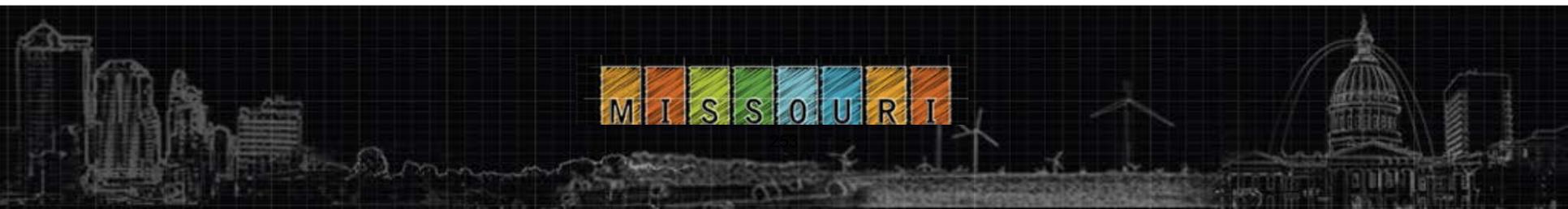
LATEST JOBS REPORT

Unemployment Rates
Missouri vs. U.S.
(past 36 months, seasonally adjusted)



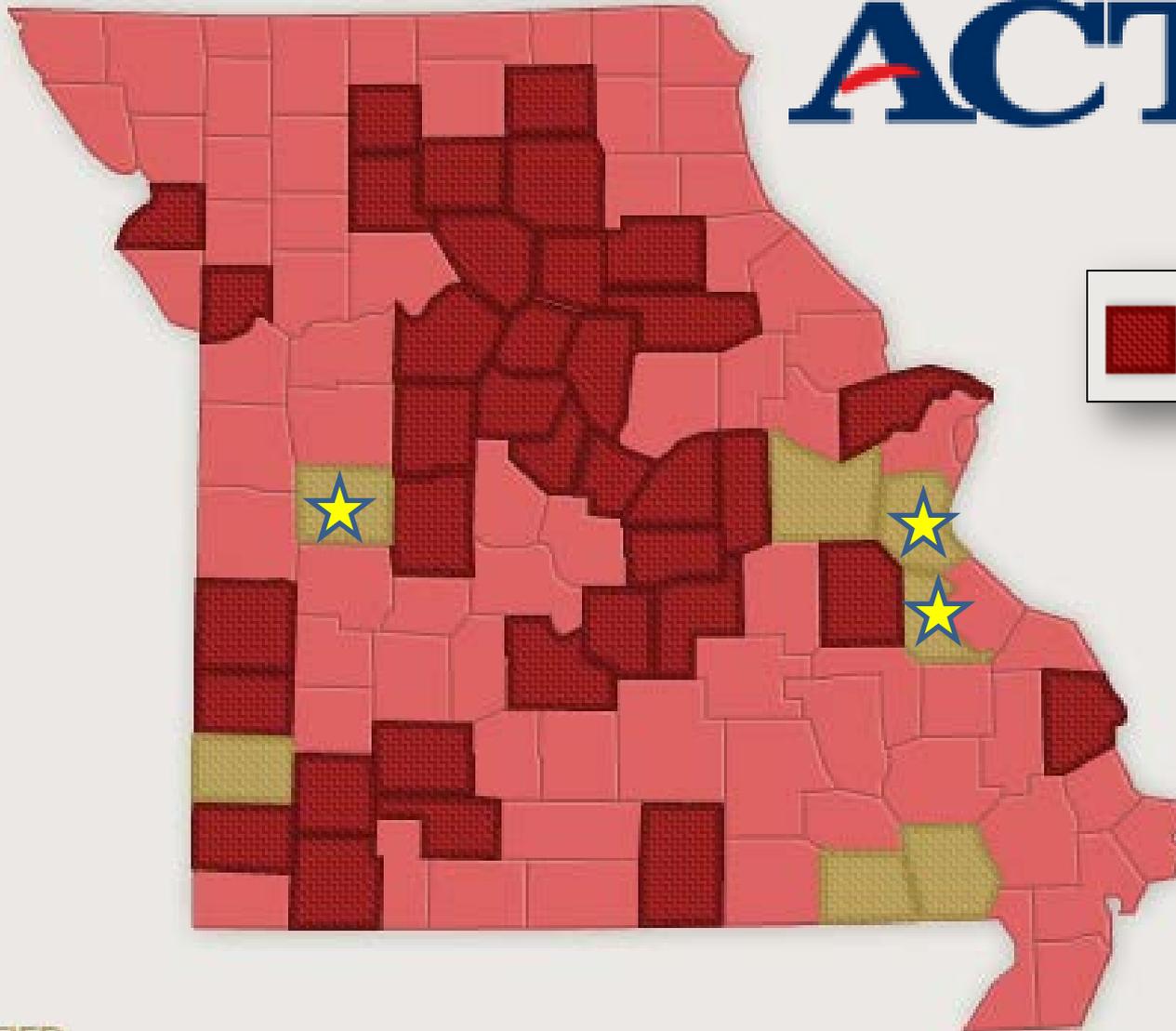
2014 Legislative Session

- Funding Reserved, pending outcome of veto session:
 - Customized Training
 - Missouri Technology Corporation
 - Seed/venture funds, innovation centers, MO Enterprise
 - Tourism



MISSOURI

ACT[®] Work Ready Communities



 PARTICIPATING
COUNTY

 CERTIFIED
COUNTY

Cass County:

- NCRCs: 258

Jasper County:

- NCRCs: 2,687
- Employers: 99

Jefferson County:

- NCRCs: 1,713
- Employers: 104

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ECONOMIC CATALYSTS



Economic Catalysts

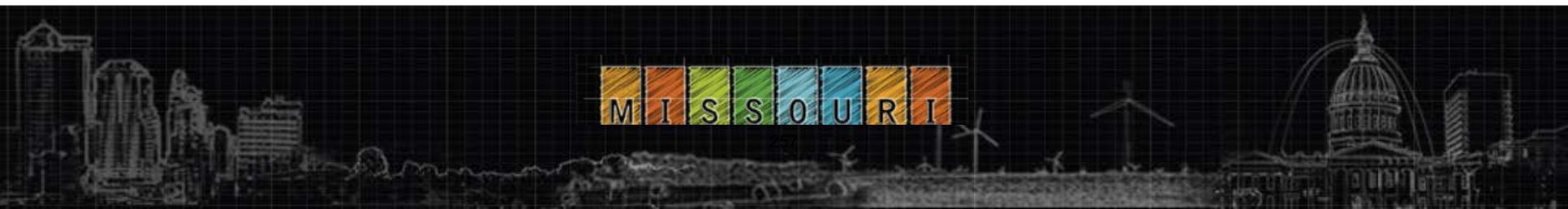
- Brings in “new” money to the local market.
 - Doesn’t compete within the local market.
- Doesn’t base a facility location on local demographics.
 - Economic Catalysts location criteria:
 - Proximity; People; Place; Product; Perception; and Price.
- Greater job “spinoff” and higher wages.

A stylized, dark-toned illustration of a city skyline at night, featuring various skyscrapers and the Missouri State Capitol building with its iconic dome. In the foreground, several wind turbines are visible against a dark background. The word "MISSOURI" is written across the middle of the image in a colorful, blocky font where each letter is contained within a separate colored square.

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Types of Catalysts

- “Primary” Businesses:
 - Manufacturing, Headquarters, Back Office
 - Regional/Tech Services, R&D
 - Contact center
- Tourism Attractions (with regional draw)
 - Lakes/rivers, pro sports, large events, large conventions
- Agriculture

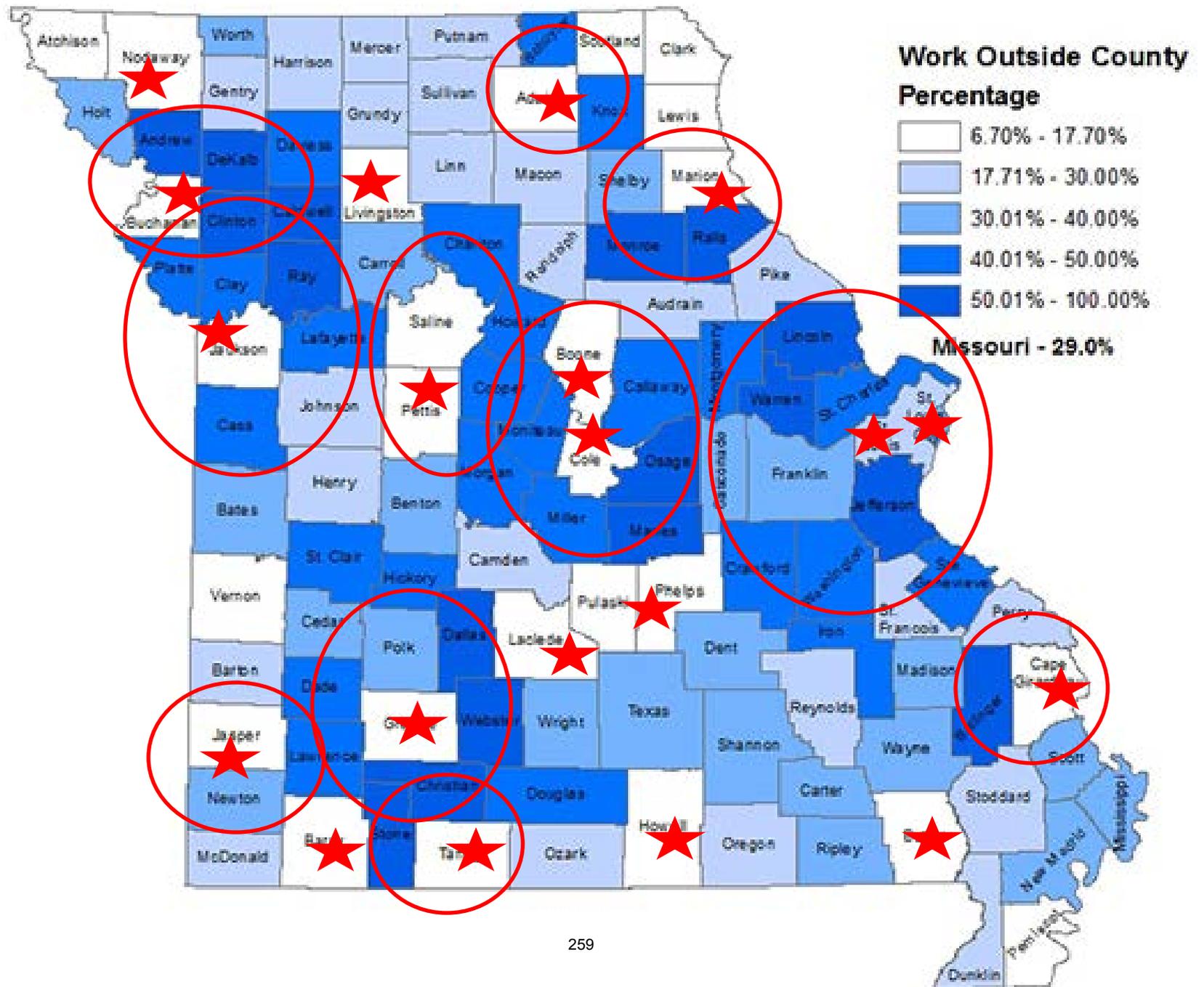


Types of Catalysts

- Universities/Colleges
- Federal/State Government
 - Military, Institutions
- “Regional significance”
 - Specialty hospitals, Unique retail



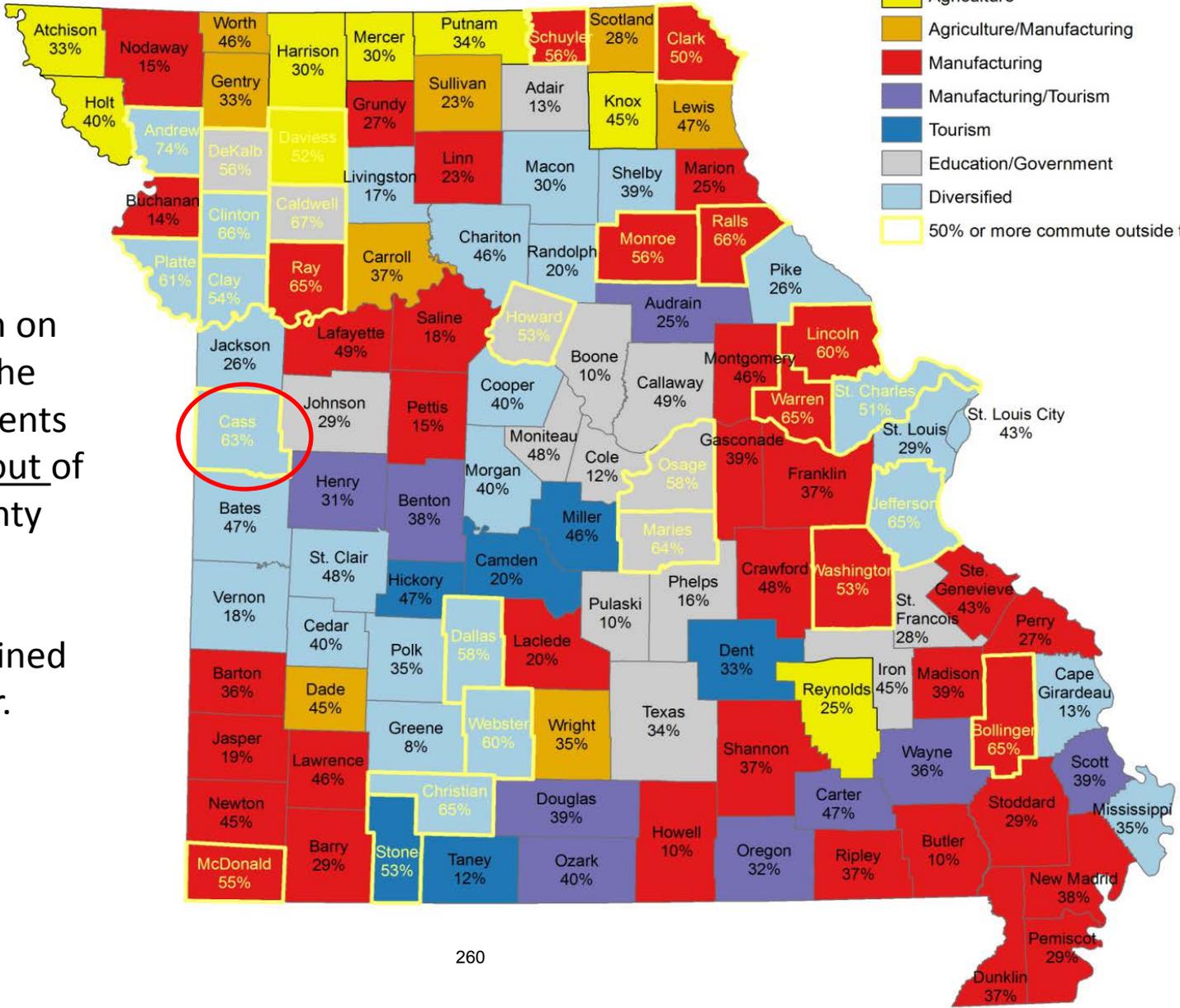
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Top Industry by Employed Population

Missouri Counties Industry Groups

- Agriculture
- Agriculture/Manufacturing
- Manufacturing
- Manufacturing/Tourism
- Tourism
- Education/Government
- Diversified
- 50% or more commute outside the county



Numbers shown on each county is the percent of residents who commute out of their home county for work.

Above 50% outlined in yellow border.





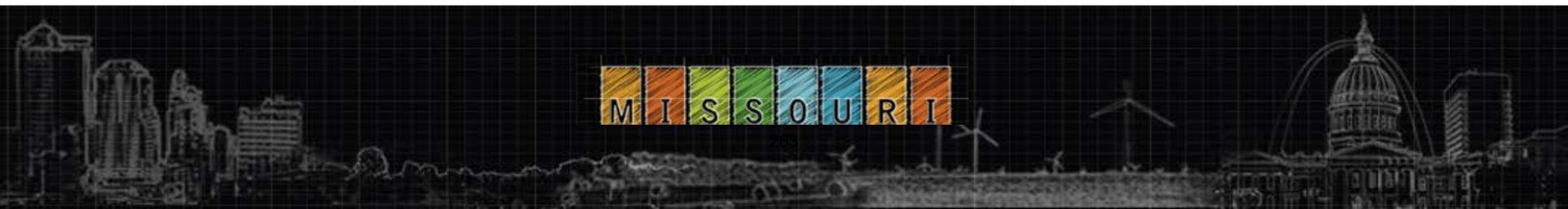
The 7 Ps of Site Selection

MISSOURI



Site Selection

- Attraction: About 10-15% of new jobs.
 - Most are expansion of existing businesses.
- Process of elimination.



Seven Ps of Site Selection of Primary Businesses

#1 Proximity

- Close to markets, suppliers, transportation hubs, utility capacity, other required needs.



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Seven Ps of Site Selection of Primary Businesses

#2 People



- Number with required skills within 30-60 minute drive time radius.
- Number of regional graduates in applicable fields.
 - Universities, Community Colleges)

“Education is the single most important factor in driving economic growth.”

CEO for Cities

“Technology has been a key driver of economic growth over the last two decades, fueling the innovation and entrepreneurship that are crucial to long-term economic development and prosperity.

Brookings Institute



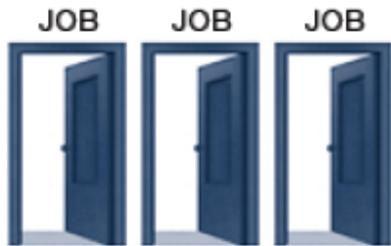
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STEM Jobs

STEM SKILLS ARE IN DEMAND

In Missouri, STEM skills have stayed in demand even through the economic downturn.

STEM:
3.1 jobs for every
1 unemployed person



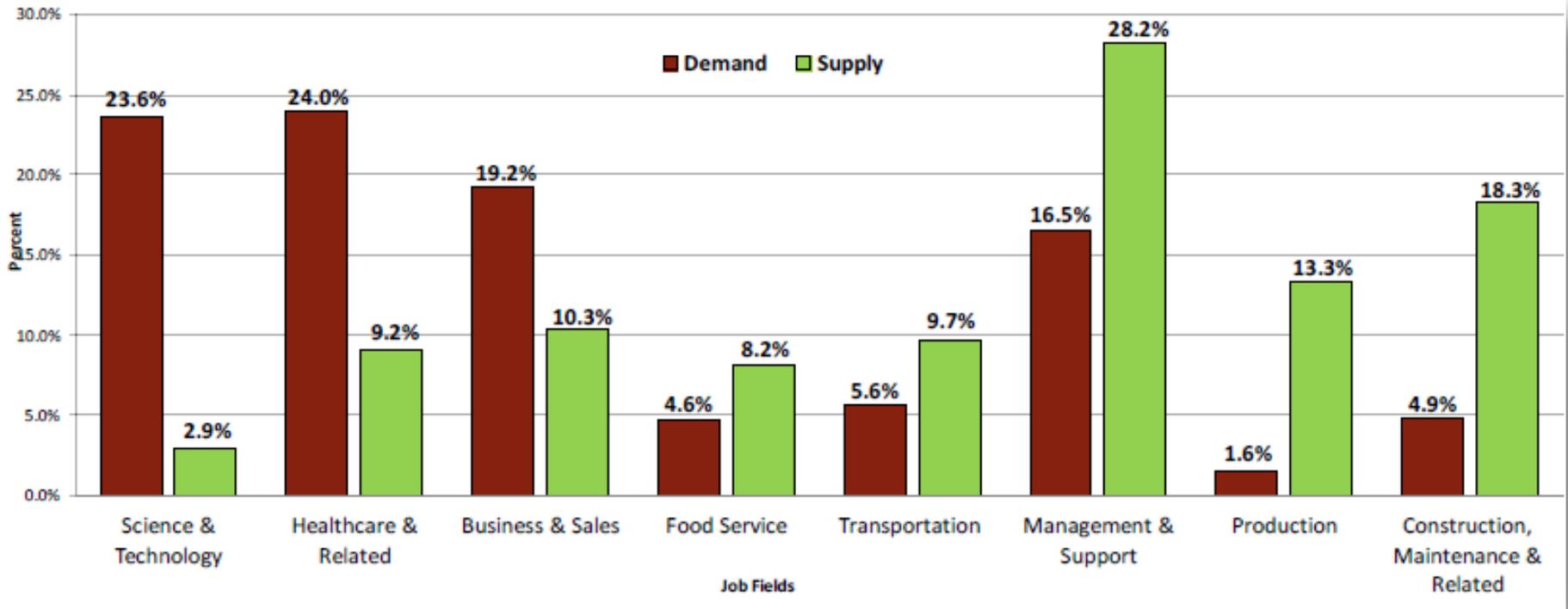
Non-STEM:
3.7 unemployed people for every **1 job**



- 60% of new jobs will require degrees in STEM.
- Only 20% of the workforce has these skills.

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Missouri Labor Supply and Demand, Mar. 2014



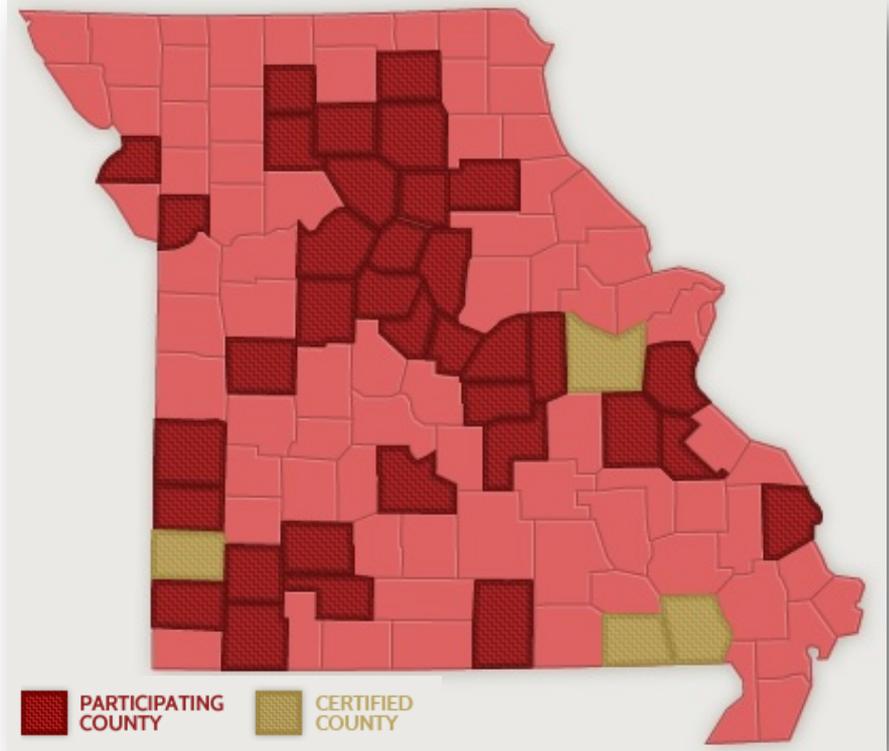
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Certified Work Ready Communities



- Links workforce development to education
- Aligns economic development needs of communities
- Matches appropriate applicants to jobs based on skill levels
- Strengthens and grows businesses



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Innovation Campuses

- Partnership between:
 - Tech companies (apprenticeships)
 - Universities and colleges (AP courses and post HS)
 - High Schools
- Accelerates 2/4 yr degrees.
- Provides trained/educated tech workers.
- NEW: Tax credit (pending)

A stylized, dark-toned illustration of a city skyline at night, featuring various skyscrapers and wind turbines. In the center, the word "MISSOURI" is written in large, colorful, block letters, each letter contained within a separate colored square. The colors of the squares are orange, green, blue, yellow, and red.

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Seven Ps of Site Selection of Primary Businesses

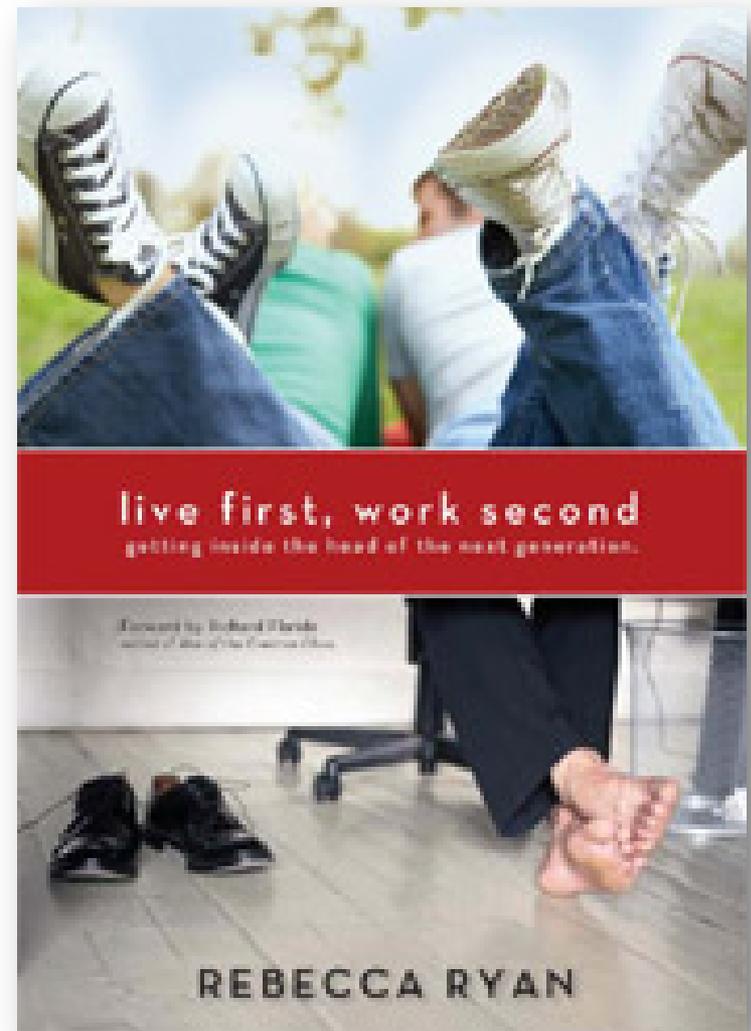
#3 Place

- “Cool” places to attract and retain young talent.



“Live First, Work Second,” consultant Rebecca Ryan notes just how important lifestyle is to next generation workers:

75% surveyed said that finding a “cool city” was more important to them than finding a “good job.”

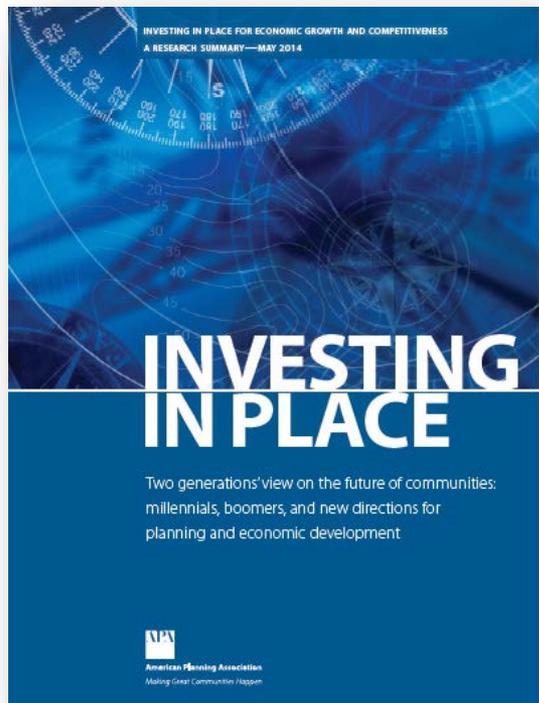


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#3: Place - Comments

- Dense, safe, walkable areas with public gathering places and entertainment with affordable housing units.
- Nearby universities with advanced degrees in key fields.
- Regional strategy for attraction/retention of young professional talent.





56%
OF MILLENNIALS

46%
ACTIVE BOOMERS

WOULD PREFER TO LIVE SOMEDAY IN A
WALKABLE COMMUNITY, WHETHER AN URBAN,
SUBURBAN OR SMALL TOWN LOCATION.

Only eight percent of Millennials and seven percent of Active Boomers prefer living if they can afford it in a suburb that requires driving to most places.

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Seven Ps of Site Selection of Primary Businesses

#4

Product

- Available buildings or sites applicable to the company's specific needs.
- Adequate infrastructure.
- 80% of searches begin with an existing building; 20% actually locate.
- Sites: Certified/Shovel ready for **SPEED**.



LOCATION  ONE
INFORMATION SYSTEM

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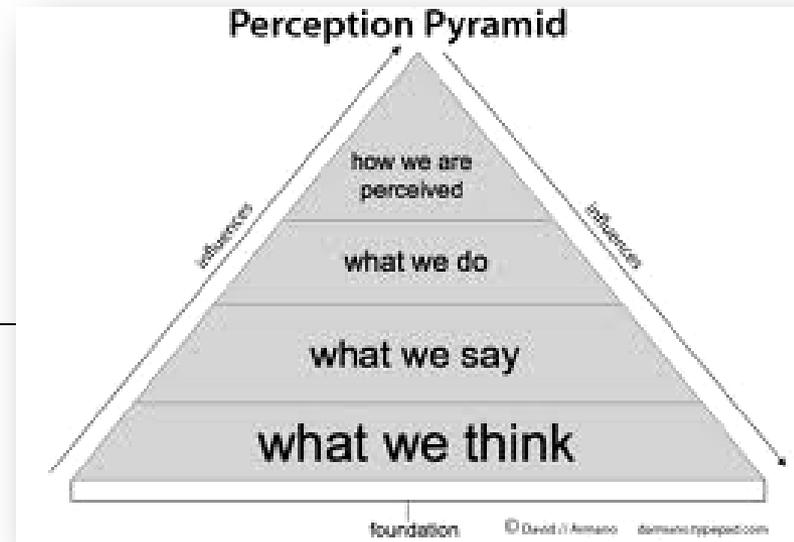
DC Now, August 31, 2010

Seven Ps of Site Selection of Primary Businesses

#5

Perception

- Professional ED support
- Supportive local & state government.
- Cooperative labor situation.
- Supportive media.



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DC Now, August 31, 2010

Seven Ps of Site Selection of Primary Businesses

#6 Price

- After meeting all 30-60 requirements above, the finalist that has the **lowest overall costs** over 10-15 years typically wins.
- Includes: Energy, construction, labor, taxes, incentives, transportation, others.

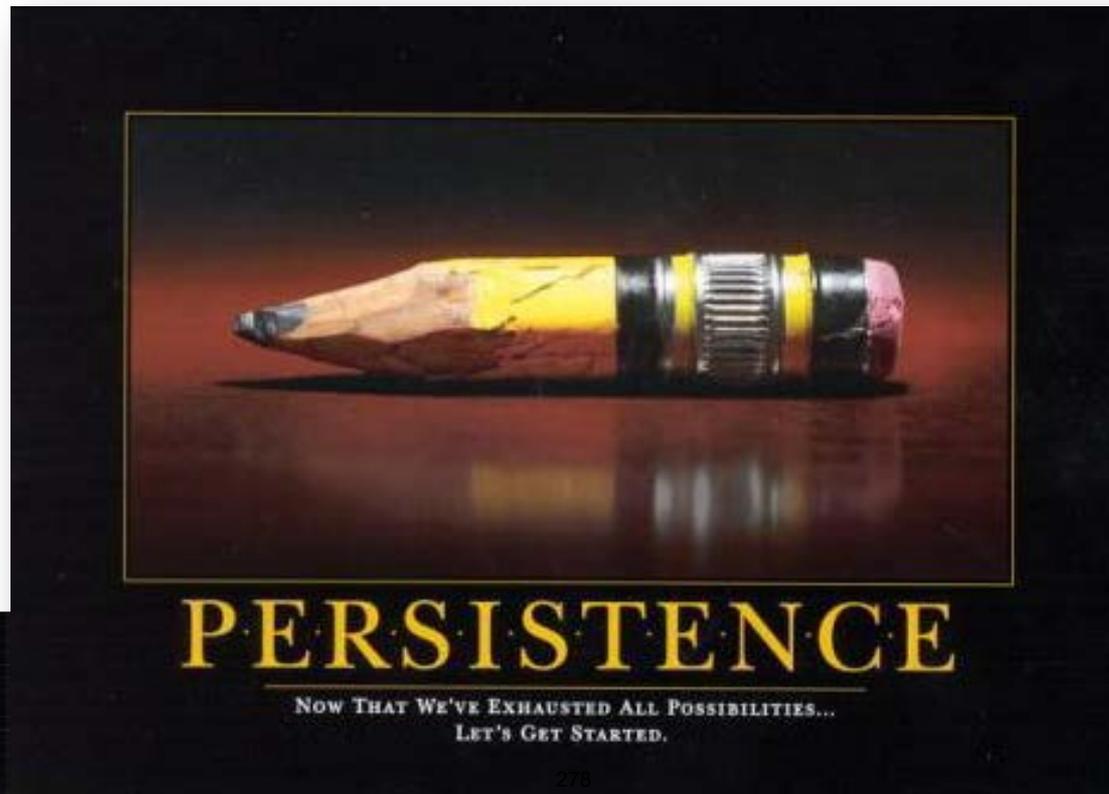


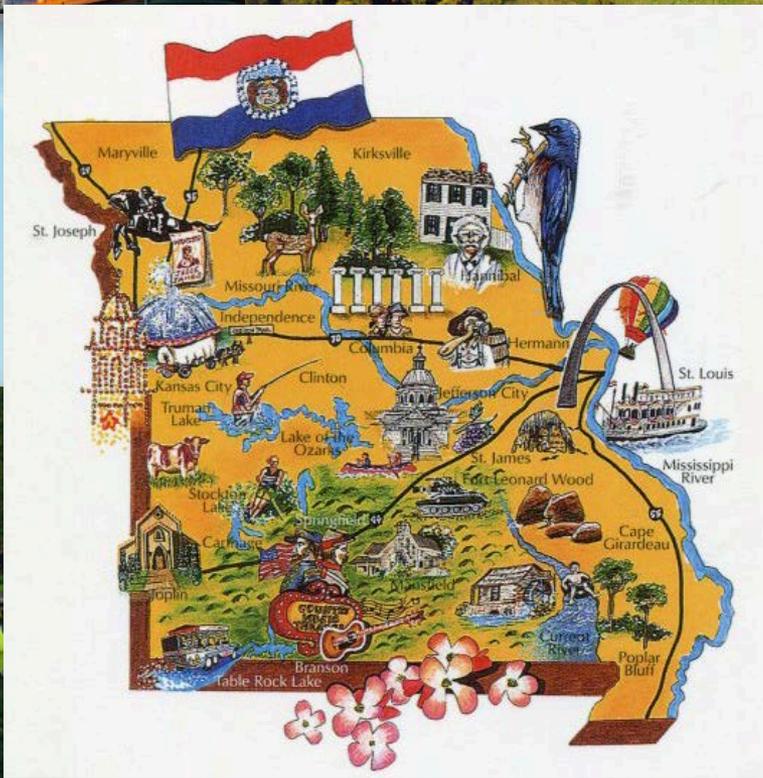
Seven Ps of Site Selection of Primary Businesses

#7

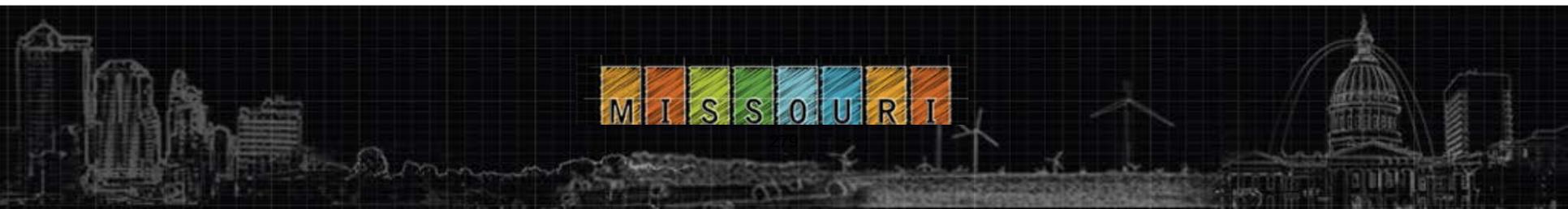
Persistence

- Reputation for doing a complete and professional job with consultants and companies.





NEW ED PLAYBOOK



“New ED Playbook”



1. Make attracting, developing, and retaining **talented people** in your communities your top ED priority.

MISSOURI

“New ED Playbook”



2. Focus resources on high-impact, in-state companies for **greatest job growth** and **business creation** potential.

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“New ED Playbook”



3. Develop business plans around **competitive advantages** and **assets**.



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