

TOWN OF MONTREAT CAPITAL IMPROVEMENT PROGRAM FISCAL YEARS 2008-2013

The Town of Montreat Board of Commissioners will seek ways to maintain and improve the quality of life, preserve the natural beauty and promote responsible growth, while maintaining our community image, heritage and traditions.

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TOWN OF MONTREAT CAPITAL IMPROVEMENT PROGRAM FISCAL YEARS 2008-2013

Introduction

It is our pleasure to submit to the Mayor and Board of Commissioners for the Town of Montreat the proposed Capital Improvement Program for fiscal years 2008 through 2013. This document is intended as a resource and reference as the Board considers substantial funding commitments for the next fiscal year and future years. We hope that you find the quality of the document to your liking and the information contained herein sufficient to allow the governing body to make informed decisions regarding the direction that the program sets for the next five years.

What is a Capital Improvement Program?

A Capital Improvement Program (CIP) is a financial planning tool that looks into the future to forecast the Town's equipment, building, and infrastructure needs. It encourages the community to forecast not only what expenditures they intend and expect to make, but also to identify potential funding sources in order to more properly plan for the acquisition of the asset. Upon adoption of the Plan, the first year of proposed CIP becomes the list of capital items that are included in the proposed budget for the coming fiscal year. The program is then updated and revised on an annual basis to insure previous projections are still on course. In so doing, the Town is always working on a prospective five-year schedule.

The CIP is designed to be a flexible planning tool. In the most ideal of situations, the CIP is revised and reviewed prior to the initiation of the annual budget process. By beginning the review and revision process ahead of the development of the Annual Budget, the community is better able to scrutinize the actual needs of both the community and the organization, outside of the constraints of the budgetary process. Despite its independence from the development of the operating budget, the CIP does not merely represent a "wish list" of items without regard to the fiscal constraints that will face the governing board when the time comes to fund the previously identified needs. Rather, all projects proposed for funding in the CIP are prioritized and include projections of revenues that are expected to be available at the time of any expenditure. **If, when it comes time to develop the Annual Budget, sufficient**

funds are not available to pay for CIP projects, the document provides sufficient flexibility for the governing body to re-prioritize expenditure and project scheduling. It is imperative that the governing board adopting a CIP understand that it is simply a flexible planning tool and that in adopting a particular CIP they are not committing to fund a particular project. The CIP serves only to recognize the importance of a project to the community and projects a timeframe in which it should be undertaken.

What Items Are Included in a CIP?

Different local governments have differing thresholds for inclusion of items and projects in a CIP. Generally speaking, the larger the governmental unit, the greater the dollar limit that is used as the minimum threshold above which items are to be included in the CIP. In Montreat, an item is included in our CIP if it has a life expectancy of greater than one year and a value of greater than \$5,000. In some cases, we may include an item in the proposed plan that is not tangible. Those items, while not generally considered to be traditional capital items, are sometimes included because they represent a significant, inordinate expenditure on the part of the local government.

The limitations that we place on items for inclusion as a CIP request (one-year life expectancy and \$5,000 or more in value) should not be confused with our general accounting definition of a capital item. For budgetary and accounting purposes, our definition of a capital item is greater than \$500 with a life expectancy of greater than one year. That means that although we call this document our Capital Improvement Program, it is not an all-inclusive list of anticipated capital expenditures within the CIP planning period. We do not include items under \$5,000 in value in the CIP because the acquisition of items of lesser value is considered relatively routine. The development of a CIP showing each anticipated capital acquisition in excess of \$500 within the coming five years would be far too cumbersome to develop, review and maintain.

Why Have a CIP?

As referenced above, a CIP is a planning and growth management tool. The Plan allows a community to provide for the orderly replacement of capital facilities and equipment. It also allows the community to plan for future development through the identification of equipment, buildings and infrastructure that will be needed in order to accomplish particular objectives.

The CIP emphasizes sound financial planning. One of the key components of any CIP is the projection of revenue sources. Not only can these projections be used in developing the CIP, they can also be used in a multitude of other local government matters that

require a determination of the availability of future resources. Another aspect of financial planning that is emphasized through the CIP development process is the identification of alternative funding sources for a project before that project is an absolute necessity.

Alternative funding sources generally are interpreted to be either State or Federal grants, but alternative funding can go far beyond those areas. In today's local government environment, we increasingly look to outside funding sources that include non-profit or not-for-profit organizations. We also find ourselves looking to donations and the voluntary service sector for assistance in the development of not only capital projects but the maintenance of on-going operations as well. Finally, the CIP contributes to good financial planning by identifying for us, in sufficient time, large projects that will need funding from somewhere other than current revenue sources. That leads us to review debt financing sources or, better yet, allows us to follow an old practice that is still one of the most sound financial tools around – save for the project in anticipation of its need.

A side benefit to the development of the CIP is that local government observers and regulators, including lending agents, see the development and maintenance of a sound CIP as key to the financial success of any governmental unit. That results in more confidence in the financial operations of the local government, which then translates into lower bond ratings and the payment of lower interest rates. Montreat, like all local governments, typically finds itself in the position of needing to borrow money in the normal course of business, and when it does, a lower interest rate means less tax dollars that must be paid by the citizens for the use of that money.

As sound a financial planning tool as the CIP may be, it is equally as useful as a physical planning tool. The CIP encourages local officials to look carefully at the timing of projects in order to determine if there is coordination that can/should occur before a project can take place. This planning may help to reduce duplication of effort and promote scheduling that will allow for the acquisition of assets at the optimal time. Optimal replacement of equipment, for example, allows the local governmental unit to replace that equipment before it reaches the end of its useful life expectancy thereby avoiding additional unnecessary operational costs.

The bottom line is that the CIP is primarily a financial planning tool. While it does allow for coordination and replacement of assets, the end result of the development and implementation of a CIP is that the local government will realize financial benefits from properly planning for the acquisition and development of those assets.

How Do You Prioritize CIP Projects?

In the text of the attached document, you will note that each project has both an organizational priority and a departmental priority. The departmental priority is a numerical rating indicating the order in which the department head would like to see the projects within his or her department funded. The organizational priority is designed to weigh projects in relative importance across department lines.

For the organizational priority ranking, we use an alphanumeric system. In assigning those priorities, we measured each proposed project against the following criteria in order to determine relative rank.

1. Addresses a health or safety issue;
2. Is mandated by some federal or state agency;
3. Is the replacement of an existing item; or,
4. Is an expansion item.

The criteria are placed in rank order. The higher a project could be placed in comparison to this hierarchy of needs, the more important it is considered to be to the community. So a project addressing a health or safety need is considered most important to the community while one determined to be an expansion item is determined to be of lesser importance to the community. The theory behind this rank hierarchy is that you must address the organization's basic mission before you begin expanding into other areas.

For projects in the first year, we use a numerical ranking. Projects are rated based upon relative importance with the top project being listed as number one (1) and the remaining projects following in descending order. In the remaining years of the CIP, projects are given an alphabetic ranking that reflects its need based upon the hierarchy set forth above. Projects receive an "A" ranking if they address a health or safety concern, or are mandated by some State or Federal regulation; they receive a "B" rating if they are a replacement item; and, they receive a "C" rating if they are considered an expansion item.

How Are Projects Developed for Inclusion in the CIP?

In developing a CIP, we first hold a public hearing at which the concept of the CIP is explained and input for proposed projects is solicited. We then also ask department heads to identify their departmental capital needs over the five-year forecast period. Requests are returned at which time further clarification is sought. Requests are then ranked against the relative needs of the organization. Once the initial discussions are concluded and requests prioritized, projects are coordinated in an effort to eliminate

duplication/overlap and to take advantage of any available funding opportunities. Finally, priorities are once again reviewed and the projects are then placed into the format that is contained herein. The results of the draft CIP are then shared with the Board of Commissioners and the public in a hearing designed to solicit input on the proposed document.

How are Project Costs Determined and How Are Projects Scheduled?

The year in which a project is scheduled to be undertaken is not necessarily indicative of its relative importance to the community. Scheduling of projects is done in accordance with relative need, coordination with other projects and the availability of appropriate funding.

Project justifications and cost estimates are far more detailed and accurate for those items that are scheduled for funding in an earlier fiscal year. The closer we get to the time at which we will undertake a project the more important it becomes for us to have a more accurate picture of the total project costs. Conversely, projects scheduled for later years are likely to change in scope and/or the acquisition costs are likely to change due simply to inflation, therefore less emphasis is placed on the accuracy of the cost figures associated with those projects.

The anticipated cost of CIP projects is expressed in today's dollars without accounting for inflationary factors in future years. While this may seem foolhardy to some, accurate projections of future years' costs is virtually impossible. As we perform our annual updates of the CIP, projects in the forecast years will be re-evaluated and become better defined. This update process will also allow us the opportunity to revise projected costs to reflect accurately, then current year dollars.

In some cases projects scheduled for the fourth, fifth or "Years Beyond" category are included in the CIP simply to determine if there is sufficient community support for such a project. It is not unusual for CIP projects to linger in the later years' columns through several updates while the community attempts to decide if a project is important. Similarly, projects may be pushed back from year to year as priorities shift and the community waits for the appropriate time to undertake a project that is seen as less important. Finally, we sometimes find that project support may exist early on in the CIP development process, but that support may wane the closer we get to the time at which the project is scheduled to be undertaken. Once again, the CIP is a flexible tool designed to meet the ever-changing needs of the community.

About this Plan

In your review of this document, you will find information contained on many different forms that are placed in a format that is designed to give you increasingly intimate knowledge of the capital needs of the Town. We would like to take the opportunity to provide an overview of the information that is contained herein.

The document is arranged in a format that provides the reader with greater and greater detail the further that they read into the plan. The plan is divided into two sections. Each section is devoted to a separate governmental accounting fund. First, you will find projects proposed for funding in the General Fund, followed by those proposed with the Water Fund. Each section provides the same type of information regarding the individually proposed projects and the anticipated funding.

In each section, we begin with an analysis of the projected revenue over the course of the planning period for that particular fund. Summary sheets showing all of the proposed projects and their proposed implementation schedule within each fund then follow the revenue projections. On those summary pages, you will also find information regarding the types of expenditures that will be necessary in order to accomplish the objectives, together with proposed funding sources for each of the projects. The initial fund summary sheets are then followed by departmental summaries that are placed immediately in front of the individual project proposal forms. In choosing this format, it is our intention to provide the reader with summaries of the proposed expenditures, separated by fund, coupled together with supporting information that should provide sufficient information to gain a basic understanding of the need and justification for a proposed project.

Revenue projections are provided within this document because they are critical to the successful implementation of a CIP. Projections of revenues five years into the future (at this point in time) are considered to be, at best, an educated guess; however, without a reasonable expectation of what resources might be available for a proposed project, the community cannot make an informed decision regarding the viability of that project. For example, a project may not be considered viable if the Town has to pay 100% of the cost, yet it might be considered somewhat more viable if a grant can be obtained in order to offset some of the direct cost to the community. Similarly, some projects may be considered viable only if the Town can save money in anticipation of the project thereby offsetting some of the costs with future year revenues. Without revenue projections, a community cannot make an informed decision as to the most appropriate timing for undertaking a project.

Summary

With the plans, desires and dreams that we all have for our community, it is especially important to prioritize our capital projects as we are going to have stiff competition for the future allocation of limited public resources. Without this critical financial planning document, attempting to satisfy needs identified through the development of various Town plans and programs is likely to overwhelm the Town and its capabilities. In addition, without the development of proper planning tools that recognize and prioritize public needs/desires, the Town stands to thwart the energy and enthusiasm of a public that currently participates at exceptionally high levels. If that enthusiasm is thwarted, we shall lose our most valuable asset in the accomplishment of our goals – public support and involvement.

This proposed CIP is a tool that allows us to assess needs, together with resources, and to make more systematic decisions regarding the emphasis that the community will place on particular goals and objectives. The CIP is not a begin all and end all of community planning, but it certainly is a key element in providing community focus and direction.

We present to you, for your consideration, the FY 2008-2013 Capital Improvement Program for the Town of Montreat. The CIP is an excellent and necessary planning tool in today's local government environment and we encourage your input and value your opinions.

Respectfully Submitted

Ronald W. Nalley
Town Administrator

GENERAL FUND

REVENUES

**GENERAL FUND REVENUES
SUMMARY**

	FY 08-09	FY 09-10	FY 10-11	FY 11-12	FY 12-13	FUTURE	TOTAL
REVENUE SOURCES							
Ad Valorem Taxes	839,800	848,000	1,017,500	1,027,700	1,038,000	1,048,300	5,819,300
Other Taxes	337,350	347,200	356,800	367,200	377,900	388,900	2,175,350
Unrestricted Intergovernmental	48,300	49,350	50,700	51,800	53,200	54,350	307,700
Restricted Intergovernmental	44,700	45,600	46,500	47,400	48,300	49,200	281,700
Permits and Fees	45,250	46,100	51,950	47,800	48,650	55,500	295,250
Sales and Services	36,200	37,200	38,300	39,500	40,700	41,900	233,800
Investment Earnings/Miscellaneous	167,900	169,800	171,800	173,700	175,700	177,800	1,036,700
TOTALS	1,519,500	1,543,250	1,733,550	1,755,100	1,782,450	1,815,950	10,149,800
HISTORICAL DATA							
Average % Capital vs. Revenue	15%	15%	15%	15%	15%	15%	15%
Capital Funding Based on Average %	227,925	231,488	260,033	263,265	267,368	272,393	1,522,470
DEBT SERVICE							
Existing	27,123	27,122	7,813	0	0	0	26,800
Proposed	63,805	111,610	125,885	156,660	156,660	1,888,270	2,026,400
Other	0	0	0	0	0	0	0
TOTAL	90,928	138,732	133,698	156,660	156,660	1,888,270	2,053,200
REVENUE CLASSIFICATIONS							
Operating Revenues – General	300,100	333,000	308,000	374,000	256,000	478,000	2,049,100
Operating Revenues – Powell Bill	20,000	20,000	20,000	20,000	20,000	0	100,000
Debt/Financing	63,805	111,610	125,885	156,660	156,660	1,888,270	2,502,890
Grant	0	0	0	0	0	0	0
Other	0	0	0	0	0	0	0
TOTAL	383,905	464,610	453,885	550,660	432,660	2,366,270	4,651,990
EXPENDITURE CLASSIFICATIONS							
Planning/Design/Engineering	4,000	0	0	15,000	0	0	19,000
Land	0	0	0	0	0	0	0
Construction	335,905	405,610	375,885	468,160	323,160	2,213,770	4,122,490
Equipment	44,000	59,000	78,000	67,500	109,500	152,500	510,500
TOTAL	383,905	464,610	453,885	550,660	432,660	2,366,270	4,651,990

GENERAL FUND REVENUES

ACCOUNT DESCRIPTION	FY 07-08	FY 08-09	FY 09-10	FY 10-11	FY 11-12	FY 12-13	FUTURE
Ad Valorem Taxes							
Taxes Ad Valorem – Current Year	820,000	838,300	846,500	1,016,000	1,026,200	1,036,500	1,046,800
Taxes Ad Valorem – Prior Year	500	1,000	1,000	1,000	1,000	1,000	1,000
Penalties and Interest	1,000	500	500	500	500	500	500
Sub-Total: Ad Valorem Taxes	821,500	839,800	848,000	1,017,500	1,027,700	1,038,000	1,048,300
Other Taxes							
Local Option Sales Tax	300,000	322,000	331,600	341,000	351,200	361,700	372,500
Privilege Licenses	0	0	0	0	0	0	0
Return of Taxes – DMV Current and Past	15,200	15,350	15,600	15,800	16,000	16,200	16,400
Sub-Total: Other Taxes	315,200	337,350	347,200	356,800	367,200	377,900	388,900
Unrestricted Intergovernmental							
Payments in Lieu of Taxes	5,000	5,000	5,000	5,000	5,000	5,000	5,000
Beer & Wine Tax	2,900	3,050	3,100	3,200	3,300	3,350	3,400
Utility Franchise Tax	34,000	35,000	36,000	37,000	38,000	39,100	40,200
Tax Refunds, Gasoline Tax	5,000	5,250	5,250	5,500	5,500	5,750	5,750
Reimbursements	15,000	0	0	0	0	0	0
Sub-Total: Unrestricted Intergovernmental	61,900	48,300	49,350	50,700	51,800	53,200	54,350
Restricted Intergovernmental							
Powell Bill Allocation	42,000	44,700	45,600	46,500	47,400	48,300	49,200
Reimbursement – Bridge Insp./FEMA	0	0	0	0	0	0	0
Sub-Total: Restricted Intergovernmental	42,000	44,700	45,600	46,500	47,400	48,300	49,200
Permits and Fees							
Building Permits	29,000	29,500	30,100	30,700	31,300	31,900	32,500
Fire Inspection Fees	6,000	3,000	3,000	8,000	3,000	3,000	9,000
Cable TV Franchise Fees	12,500	12,750	13,000	13,250	13,500	13,750	14,000
Sub-Total: Permits and Fees	47,500	45,250	46,100	51,950	47,800	48,650	55,500
Sales and Services							
Public Safety Charges	9,010	3,300	3,400	3,500	3,600	3,700	3,800
Sanitation Collection	32,000	32,900	33,800	34,800	35,900	37,000	38,100
Sub-Total: Sales and Services	41,010	36,200	37,200	38,300	39,500	40,700	41,900
Investment Earnings/Miscellaneous							
Investment Earnings	69,100	69,000	69,000	69,000	69,000	69,000	69,000
Reimbursement from Water Fund	93,100	94,900	96,800	98,800	100,700	102,700	104,800
Contributions	500	1,500	1,500	1,500	1,500	1,500	1,500
Other	2,500	2,500	2,500	2,500	2,500	2,500	2,500
Sub-Total: Invest. Earnings/Miscellaneous	165,200	167,900	169,800	171,800	173,700	175,700	177,800
GENERAL FUND TOTALS	1,494,310	1,519,500	1,543,250	1,733,550	1,755,100	1,782,450	1,815,950

GENERAL FUND
EXPENDITURES

GENERAL FUND SUMMARY ALL DEPARTMENTS

PROJECT DESCRIPTION	PRIORITY CODE	FY 08-09	FY 09-10	FY 10-11	FY 11-12	FY 12-13	FUTURE	TOTAL
4100 Governing Board								
Paperless Agenda Project	C		15,000					15,000
Sub-Total: Governing Board			15,000					15,000
4200 Administration								
Computer Software Update	B			30,000				30,000
Sub-Total: Administration				30,000				30,000
5000 Public Buildings								
Town Hall Replacement	2	31,870	63,740	63,740	63,740	63,740	987,930	1,274,760
Public Works Facility	3	15,935	31,870	31,870	31,870	31,870	493,965	637,380
Pavement of Compactor Area	C				30,000			30,000
Sub-Total: Public Buildings		47,805	95,610	95,610	125,610	95,610	1,481,895	1,942,140
5100 Police								
Police Vehicle Replacement	1	28,000	28,000	32,000		32,000	28,000	148,000
Sub-Total: Police		28,000	28,000	32,000		32,000	28,000	148,000
5400 Planning & Zoning								
Ordinance Recodification	B				15,000			15,000
Sub-Total: Planning & Zoning					15,000			15,000
5600 Streets								
5700 Powell Bill								
Local Street Paving	4	153,100	263,000	176,000	299,000	184,000	160,000	1,235,100
Public Works Truck	B					45,000		45,000
Dump Truck Replacement	5	16,000	16,000	16,000	16,000	16,000		80,000
Bridge Replacement	B			14,275	28,550	28,550	356,875	428,250
New Road Paving	6	135,000	32,000	75,000			200,000	442,000

**GENERAL FUND
SUMMARY ALL DEPARTMENTS**

PROJECT DESCRIPTION	PRIORITY CODE	FY 08-09	FY 09-10	FY 10-11	FY 11-12	FY 12-13	FUTURE	TOTAL
Leaf Truck	C				16,500	16,500	49,500	82,500
Pick-Up Truck Replacement	B				35,000			35,000
Sub-Total: Streets/Powell Bill		304,100	311,000	281,275	395,050	290,050	766,375	2,347,850
5800 Sanitation								
Sanitation Truck Replacement	B						75,000	75,000
Sub-Total: Sanitation							75,000	75,000
6190 Recreation								
Greenways	7	4,000	15,000	15,000	15,000	15,000	15,000	79,000
Sub-Total: Recreation		4,000	15,000	15,000	15,000	15,000	15,000	79,000
GENERAL FUND TOTALS		383,905	464,610	453,885	550,660	432,660	2,366,270	4,651,990
Expenditure Classifications								
Planning/Design/Engineering		4,000	0	0	15,000	0	0	19,000
Land		0	0	0	0	0	0	0
Construction		335,905	405,610	375,885	468,160	323,160	2,213,770	4,122,490
Equipment		44,000	59,000	78,000	67,500	109,500	152,500	510,500
TOTAL		383,905	464,610	453,885	550,660	432,660	2,366,270	4,651,990
Revenue Classifications								
Operating Revenues - General		300,100	333,000	308,000	374,000	256,000	478,000	2,049,100
Operating Funds – Powell Bill		20,000	20,000	20,000	20,000	20,000	0	100,000
Debt/Financing		63,805	111,610	125,885	156,660	156,660	1,888,270	2,502,890
Grant		0	0	0	0	0	0	0
Other		0	0	0	0	0	0	0
TOTAL		383,905	464,610	453,885	550,660	432,660	2,366,270	4,651,990

GENERAL FUND

EXPENDITURES

4100 – GOVERNING BOARD

4100 – GOVERNING BOARD SUMMARY

The Town of Montreat Board of Commissioners will seek was to maintain and improve the quality of life, preserve the natural beauty and promote responsible growth while maintaining our community image, heritage and traditions.

PROJECT DESCRIPTION	PRIORITY CODE	FY 08-09	FY 09-10	FY 10-11	FY 11-12	FY 12-13	FUTURE	TOTAL
Paperless Agenda Project	C	0	15,000	0	0	0	0	15,000
TOTALS		0	15,000	0	0	0	0	15,000
EXPENDITURE CLASSIFICATIONS								
Planning/Design/Engineering		0	0	0	0	0	0	0
Land		0	0	0	0	0	0	0
Construction		0	0	0	0	0	0	0
Equipment		0	15,000	0	0	0	0	15,000
TOTALS		0	15,000	0	0	0	0	15,000
REVENUE CLASSIFICATIONS								
Operating Revenues - General		0	15,000	0	0	0	0	15,000
Operating Funds – Powell Bill		0	0	0	0	0	0	0
Debt/Financing		0	0	0	0	0	0	0
Grant		0	0	0	0	0	0	0
Other		0	0	0	0	0	0	0
TOTALS		0	15,000	0	0	0	0	15,000

CIP PROJECT REQUEST FORM

PROJECT TITLE: Paperless Agenda Project	DEPARTMENT: Governing Board	NUMBER: 10-00-4100-040	PRIORITY: ORGANIZATIONAL C	PRIORITY: DEPARTMENTAL 1
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DESCRIPTION:

The Mayor asked that staff begin researching the use of a “paperless” agenda process for posting and using agenda materials through the Internet at Town Council meetings. The reams of paper that are used to print agenda packets will be replaced by Town Council access using laptop computers at meetings and public access via the town’s web site. The advance will save staff time and make more information about Council meetings readily available to the public and the press with just a click of the mouse. The public will be able to choose a meeting from a list of scheduled meetings or do a meeting search. Under scheduled meetings, residents or visitors can then click on a paper icon for viewing as an html document or a pdf icon to choose the way they wish to view the agenda and its attachments. The public will have access not only to the agenda, which lists all the items being considered by the Town Council, but also all the packet material on the web page. The “pdf” version can then be saved to a citizen’s -- or reporter’s -- own computer. The Town Clerk prints approximately 15 agenda packets for city council members, staff and the public for each meeting, with a typical agenda packet containing 50 to 100 pages. The Town Clerk and an electronic records management company would coordinate implementation of the paperless agenda project. This budget figure is estimated.

Insert Paperless Agenda Information

PROJECT ELEMENTS	PRIOR YEAR'S COST	BUDGET 08-09	BUDGET 09-10	BUDGET 10-11	BUDGET 11-12	BUDGET 12-13	YEARS BEYOND	TOTAL
Planning/Design/Engineering	75,000							75,000
Land								
Construction								
Equipment			15,000					15,000
TOTAL	75,000		15,000					90,000

PURPOSE:	METHOD OF FINANCING (BY %):
HEALTH, SAFETY,WELFARE	CURRENT REVENUE <u>100%</u> GRANT _____
MANDATE	BONDS _____ OTHER _____
RENOVATION/REPLACEMENT	ASSESSMENT _____
X EXPANSION	LEASE/PURCHASE _____

GENERAL FUND
EXPENDITURES

4200 – ADMINISTRATION

4200 - ADMINISTRATION SUMMARY

The Administration Department of the Town of Montreat provides a support role to the Board of Commissioners as well as managing the day-to-day activities of the town government by providing citizens quality customer service and cost effective, innovative problem solving in accordance with all federal, state and local regulations and policies.

PROJECT DESCRIPTION	PRIORITY CODE	FY 08-09	FY 09-10	FY 10-11	FY 11-12	FY 12-13	FUTURE	TOTAL
Computer Sys. Software Update	B	0	0	30,000	0	0	0	30,000
TOTALS		0	0	30,000	0	0	0	30,000
EXPENDITURE CLASSIFICATIONS								
Planning/Design/Engineering		0	0	0	0	0	0	0
Land		0	0	0	0	0	0	0
Construction		0	0	0	0	0	0	0
Equipment		0	0	30,000	0	0	0	30,000
TOTALS		0	0	30,000	0	0	0	30,000
REVENUE CLASSIFICATIONS								
Operating Revenues - General		0	0	30,000	0	0	0	30,000
Operating Funds – Powell Bill		0	0	0	0	0	0	0
Debt/Financing		0	0	0	0	0	0	0
Grant		0	0	0	0	0	0	0
Other		0	0	0	0	0	0	0
TOTALS		0	0	30,000	0	0	0	30,000

CIP PROJECT REQUEST FORM

PROJECT TITLE: Computer System Software Update	DEPARTMENT: Administration	NUMBER: 10-00-4200-730	PRIORITY: ORGANIZATIONAL B	PRIORITY: DEPARTMENTAL 1
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DESCRIPTION:

As with computer equipment, all computer system software programs require updating. Historically, the Town of Montreat has had a major system software upgrade approximately every three to four years. The last upgrade was completed in 2005. This budget figure is estimated.

PROJECT ELEMENTS	PRIOR YEAR'S COST	BUDGET 08-09	BUDGET 09-10	BUDGET 10-11	BUDGET 11-12	BUDGET 12-13	YEARS BEYOND	TOTAL
Planning/Design/Engineering								
Land								
Construction								
Equipment				30,000				30,000
TOTAL				30,000				30,000

PURPOSE:	METHOD OF FINANCING (BY %):
_____ HEALTH, SAFETY,WELFARE	CURRENT REVENUE _____ 100% GRANT _____
_____ MANDATE	BONDS _____ OTHER _____
X RENOVIATION/REPLACEMENT	ASSESSMENT _____
_____ EXPANSION	LEASE/PURCHASE _____

GENERAL FUND

EXPENDITURES

5000 – PUBLIC BUILDINGS

5000 – PUBLIC BUILDINGS SUMMARY

The Public Buildings Department of the Town of Montreat provides and maintains public use facilities at the Town Services Building and provides adequate insurance protection for the Town.

PROJECT DESCRIPTION	PRIORITY CODE	FY 08-09	FY 09-10	FY 10-11	FY 11-12	FY 12-13	FUTURE	TOTAL
Town Hall Replacement	2	31,870	63,740	63,740	63,740	63,740	987,930	1,274,760
Public Works Facility	3	15,935	31,870	31,870	31,870	31,870	493,965	637,380
Pavement of Compactor Area	C	0	0	0	30,000	0	0	30,000
TOTALS		47,805	95,610	95,610	125,610	95,610	1,481,895	1,942,140
EXPENDITURE CLASSIFICATIONS								
Planning/Design/Engineering		0	0	0	0	0	0	0
Land		0	0	0	0	0	0	0
Construction		47,805	95,610	95,610	125,610	95,610	1,481,895	1,942,140
Equipment		0	0	0	0	0	0	0
TOTALS		47,805	95,610	95,610	125,610	95,610	1,481,895	1,942,140
REVENUE CLASSIFICATIONS								
Operating Revenues - General		0	0	0	30,000	0	0	30,000
Operating Funds – Powell Bill		0	0	0	0	0	0	0
Debt/Financing		47,805	95,610	95,610	95,610	95,610	1,481,895	1,912,140
Grant		0	0	0	0	0	0	0
Other		0	0	0	0	0	0	0
TOTALS		47,805	95,610	95,610	125,610	95,610	1,481,895	1,942,140

CIP PROJECT REQUEST FORM

PROJECT TITLE: Town Hall Replacement	DEPARTMENT: Public Buildings	NUMBER: 10-00-5000-730	PRIORITY: ORGANIZATIONAL 2	PRIORITY: DEPARTMENTAL 1
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DESCRIPTION:

Built in the mid-1960's, the Town of Montreat began leasing the Town Services Building in early 1970's. Since that time, minor repairs and upgrades have been made to the building, but the building is approaching the end of its useful life. The building lacks a proper heating and air system and an adequate electrical system, while the roof, storage areas and restrooms are all in need of renovation or replacement. Office space considerations and proper "flow" control also contribute to the reasons for considering new space to house the administrative and police offices.

This project funds an architectural study to plan for and design a new Town Hall. Funds would allow for completion of a space needs study, as well as conceptual and detailed design of a new building. Options for obtaining property and funds for construction are still being considered. Construction numbers are estimated, but based on a cost of \$800,000 financed for twenty years at 5.00%.

PROJECT ELEMENTS	PRIOR YEAR'S COST	BUDGET 08-09	BUDGET 09-10	BUDGET 10-11	BUDGET 11-12	BUDGET 12-13	YEARS BEYOND	TOTAL
Planning/Design/Engineering	25,000							25,000
Land								
Construction		31,870	63,740	63,740	63,740	63,740	987,930	1,274,760
Equipment								
TOTAL	25,000	31,870	63,740	63,740	63,740	63,740	987,930	1,299,760

PURPOSE:	METHOD OF FINANCING (BY %):
_____ HEALTH, SAFETY,WELFARE	CURRENT REVENUE _____ GRANT _____
_____ MANDATE	BONDS _____ OTHER _____
<input checked="" type="checkbox"/> RENOVIATION/REPLACEMENT	ASSESSMENT _____
<input checked="" type="checkbox"/> EXPANSION	LEASE/PURCHASE _____ 100% _____

CIP PROJECT REQUEST FORM

PROJECT TITLE: Public Works Facility	DEPARTMENT: Public Buildings	NUMBER: 10-00-5000-730	PRIORITY: ORGANIZATIONAL 3	PRIORITY: DEPARTMENTAL 2
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DESCRIPTION:

When consideration is given to replacing the town services building, that same consideration should also be given to constructing a new public works facility. The public works department outgrew the Town Services Building long ago. The department currently operates out of an office in the back of the town services building and shares this space with our only small meeting and dining area. The department also utilizes several small storage buildings behind the Conference Center's maintenance shop. As a result of the lack of space, town equipment, supplies and vehicles are left exposed to the weather and/or housed in improper storage areas. Employees also lack adequate office space, locker room and shower facilities and a maintenance area to work on equipment or vehicles.

Funds would allow for completion of a space needs study in conjunction with a new town hall, as well as conceptual and detailed design of a new building. Options for combining this project with the construction of a new town hall or obtaining property for new construction and funding options are still being considered. Construction numbers are estimated, but based on a cost of \$400,000 financed for twenty years at 5.00%.

PROJECT ELEMENTS	PRIOR YEAR'S COST	BUDGET 08-09	BUDGET 09-10	BUDGET 10-11	BUDGET 11-12	BUDGET 12-13	YEARS BEYOND	TOTAL
Planning/Design/Engineering								
Land								
Construction		15,935	31,870	31,870	31,870	31,870	493,965	637,380
Equipment								
TOTAL		15,935	31,870	31,870	31,870	31,870	493,965	637,380

PURPOSE:		METHOD OF FINANCING (BY %):	
<input type="checkbox"/>	HEALTH, SAFETY,WELFARE	CURRENT REVENUE	GRANT
<input type="checkbox"/>	MANDATE	BONDS	OTHER
<input checked="" type="checkbox"/>	RENOVATION/REPLACEMENT	ASSESSMENT	
<input checked="" type="checkbox"/>	EXPANSION	LEASE/PURCHASE	100%

CIP PROJECT REQUEST FORM

PROJECT TITLE: Pavement of Compactor and Recycling Area	DEPARTMENT: Public Buildings	NUMBER: 10-00-5000-730	PRIORITY: ORGANIZATIONAL C	PRIORITY: DEPARTMENTAL 3
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DESCRIPTION:

This project would complete the paving of the compactor and recycling area behind the Town Services Building. This would allow the Town to improve drainage, reduce maintenance and improve the public's safety on the site. This budget figure is estimated.

PROJECT ELEMENTS	PRIOR YEAR'S COST	BUDGET 08-09	BUDGET 09-10	BUDGET 10-11	BUDGET 11-12	BUDGET 12-13	YEARS BEYOND	TOTAL
Planning/Design/Engineering								
Land								
Construction					30,000			30,000
Equipment								
TOTAL					30,000			30,000

PURPOSE:		METHOD OF FINANCING (BY %):			
<input type="checkbox"/>	HEALTH, SAFETY,WELFARE	CURRENT REVENUE	100%	GRANT	
<input type="checkbox"/>	MANDATE	BONDS		OTHER	
<input type="checkbox"/>	RENOVATION/REPLACEMENT	ASSESSMENT			
<input checked="" type="checkbox"/>	EXPANSION	LEASE/PURCHASE			

GENERAL FUND
EXPENDITURES

5100 – POLICE

5100 – POLICE SUMMARY

The Police Department of the Town of Montreat is committed to providing competent, efficient, diligent, personalized and accountable law enforcement services to residents and visitors of Montreat.

PROJECT DESCRIPTION	PRIORITY CODE	FY 08-09	FY 09-10	FY 10-11	FY 11-12	FY 12-13	FUTURE	TOTAL
Police Vehicle Replacement	1	28,000	28,000	32,000	0	32,000	28,000	148,000
TOTALS		28,000	28,000	32,000	0	32,000	28,000	148,000
EXPENDITURE CLASSIFICATIONS								
Planning/Design/Engineering		0	0	0	0	0	0	0
Land		0	0	0	0	0	0	0
Construction		0	0	0	0	0	0	0
Equipment		28,000	28,000	32,000	0	32,000	28,000	148,000
TOTALS		28,000	28,000	32,000	0	32,000	28,000	148,000
REVENUE CLASSIFICATIONS								
Operating Revenues - General		28,000	28,000	32,000	0	32,000	28,000	148,000
Operating Funds – Powell Bill		0	0	0	0	0	0	0
Debt/Financing		0	0	0	0	0	0	0
Grant		0	0	0	0	0	0	0
Other		0	0	0	0	0	0	0
TOTALS		28,000	28,000	32,000	0	32,000	28,000	148,000

CIP PROJECT REQUEST FORM

PROJECT TITLE: Police Vehicle Replacement	DEPARTMENT: Police	NUMBER: 10-10-5100-730	PRIORITY: ORGANIZATIONAL 1	PRIORITY: DEPARTMENTAL 1
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DESCRIPTION:

Three years ago, the patrol vehicles were beginning to show extreme wear and the department saw a significant increase in vehicle maintenance costs. Three of the department's patrol vehicles had over 100,000 miles. The department was averaging over 30,000 patrol miles per year. In order to increase the years of service for each of the patrol cars, the vehicles were placed on a rotation schedule. By fiscal year 2009-2010 all the patrol vehicles will have been replaced. This places each vehicle on a six-year replacement schedule. By placing the vehicles on a six-year replacement schedule it will help increase officer safety, maximize trade-in values, reduce patrol miles and provide for reliable back-ups in case of vehicle repair issues.

PROJECT ELEMENTS	PRIOR YEAR'S COST	BUDGET 08-09	BUDGET 09-10	BUDGET 10-11	BUDGET 11-12	BUDGET 12-13	YEARS BEYOND	TOTAL
Planning/Design/Engineering								
Land								
Construction								
Equipment	32,000	28,000	28,000	32,000		32,000	28,000	180,000
TOTAL	32,000	28,000	28,000	32,000		32,000	28,000	180,000

PURPOSE:		METHOD OF FINANCING (BY %):			
_____	HEALTH, SAFETY, WELFARE	CURRENT REVENUE	_____ 100%	GRANT	_____
_____	MANDATE	BONDS	_____	OTHER	_____
X	RENOVATION/REPLACEMENT	ASSESSMENT	_____		
_____	EXPANSION	LEASE/PURCHASE	_____		

GENERAL FUND
EXPENDITURES

5400 – PLANNING AND ZONING

5400 – PLANNING AND ZONING SUMMARY

The Planning and Zoning Department of the Town of Montreat provides for the health, safety and welfare of Montreat by assuring fair application of all applicable federal, state and local laws regulating land uses, building construction and code compliance.

PROJECT DESCRIPTION	PRIORITY CODE	FY 08-09	FY 09-10	FY 10-11	FY 11-12	FY 12-13	FUTURE	TOTAL
Ordinance Recodification	B	0	0	0	15,000	0	0	15,000
TOTALS		0	0	0	15,000	0	0	15,000
EXPENDITURE CLASSIFICATIONS								
Planning/Design/Engineering		0	0	0	15,000	0	0	15,000
Land		0	0	0	0	0	0	0
Construction		0	0	0	0	0	0	0
Equipment		0	0	0	0	0	0	0
TOTALS		0	0	0	15,000	0	0	15,000
REVENUE CLASSIFICATIONS								
Operating Revenues - General		0	0	0	15,000	0	0	15,000
Operating Funds – Powell Bill		0	0	0	0	0	0	0
Debt/Financing		0	0	0	0	0	0	0
Grant		0	0	0	0	0	0	0
Other		0	0	0	0	0	0	0
TOTALS		0	0	0	15,000	0	0	15,000

CIP PROJECT REQUEST FORM

PROJECT TITLE: Ordinance Recodification	DEPARTMENT: Planning and Zoning	NUMBER: 10-10-5400-730	PRIORITY: ORGANIZATIONAL B	PRIORITY: DEPARTMENTAL 1
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DESCRIPTION:

Following the completion of the Comprehensive Planning Process and any accompanying zoning ordinance amendments or additions, it would be recommended that the Town ordinances be recodified. Recodification of an ordinance is a method of legal review that is performed by a firm that specializes in such matters. Specifically, the firm reviews the ordinance for legal inconsistencies, standardizes the numbering of the ordinances, reprints your code and provides an electronic copy of the ordinances through your website. Ordinance searches can then be completed by topic, number or section, enhancing the use of the documents. Regardless of the completion of the comprehensive planning process, it is recommended that this be completed every five to seven years. This budget figure is estimated.

PROJECT ELEMENTS	PRIOR YEAR'S COST	BUDGET 08-09	BUDGET 09-10	BUDGET 10-11	BUDGET 11-12	BUDGET 12-13	YEARS BEYOND	TOTAL
Planning/Design/Engineering					15,000			15,000
Land								
Construction								
Equipment								
TOTAL					15,000			15,000

<p style="text-align: center;">PURPOSE:</p> <p>_____ HEALTH, SAFETY,WELFARE</p> <p>_____ MANDATE</p> <p><input checked="" type="checkbox"/> RENOVIATION/REPLACEMENT</p> <p>_____ EXPANSION</p>	<p style="text-align: center;">METHOD OF FINANCING (BY %):</p> <p>CURRENT REVENUE <u>100%</u> GRANT _____</p> <p>BONDS _____ OTHER _____</p> <p>ASSESSMENT _____</p> <p>LEASE/PURCHASE _____</p>
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GENERAL FUND
EXPENDITURES

5550 – PUBLIC WORKS

GENERAL FUND

EXPENDITURES

5600/5700 – STREET/POWELL BILL

5600/5700 – STREET/POWELL BILL SUMMARY

The Street Department of the Town of Montreat provides street services and upgrades to the residents of Montreat. The Street Department is responsible for storm water management, road repair and resurfacing, mowing and right-of-way maintenance.

PROJECT DESCRIPTION	PRIORITY CODE	FY 08-09	FY 09-10	FY 10-11	FY 11-12	FY 12-13	FUTURE	TOTAL
Local Street Paving	4	153,100	263,000	176,000	299,000	184,000	160,000	1,235,100
Dump Truck Replacement	5	16,000	16,000	16,000	16,000	16,000	0	80,000
Public Works Truck	B	0	0	0	0	45,000	0	45,000
Bridge Replacement	B	0	0	14,275	28,550	28,550	356,875	428,250
New Road Paving	6	135,000	32,000	75,000	0	0	200,000	442,000
Leaf Truck	C	0	0	0	16,500	16,500	49,500	82,500
Pick-Up Truck Replacement	B	0	0	0	35,000	0	0	35,000
TOTALS		304,100	311,000	281,275	395,050	290,050	766,375	2,347,850
EXPENDITURE CLASSIFICATIONS								
Planning/Design/Engineering		0	0	0	0	0	0	0
Land		0	0	0	0	0	0	0
Construction		288,100	295,000	265,275	327,550	212,550	716,875	2,105,350
Equipment		16,000	16,000	16,000	67,500	77,500	49,500	242,500
TOTALS		304,100	311,000	281,275	395,050	290,050	766,375	2,347,850
REVENUE CLASSIFICATIONS								
Operating Revenues - General		268,100	275,000	231,000	314,000	209,000	360,000	1,657,100
Operating Funds – Powell Bill		20,000	20,000	20,000	20,000	20,000	0	100,000
Debt/Financing		16,000	16,000	30,275	61,050	61,050	406,375	590,750
Grant		0	0	0	0	0	0	0
Other		0	0	0	0	0	0	0
TOTALS		304,100	311,000	281,275	395,050	290,050	766,375	2,347,850

CIP PROJECT REQUEST FORM

PROJECT TITLE: Local Street Paving	DEPARTMENT: Street/Powell Bill	NUMBER: 10-20-5600-730 10-20-5700-730	PRIORITY: ORGANIZATIONAL 4	PRIORITY: DEPARTMENTAL 1
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DESCRIPTION:

In recent years, little money has been spent on street repair, storm drainage or resurfacing. That lack of funding is beginning to show in the form of streets that are cracking and full of potholes. This project sets aside an annual appropriation to maintain local streets within the Town. Funding on an annual basis should provide for routine resurfacing, maintenance needs and replacement or upgrade of storm drainage. These funds will not be allocated to special projects (i.e. new construction, sidewalk construction) but rather to streets that simply are in need of resurfacing. Streets will be addressed on an as-needed basis. Streets will be indexed on a scale of 1 (poor) to 5 (good).

Budget figures for 2008-2009 include the replacement of storm drainage and repaving of Appalachian Way between the Science Building and South Carolina Terrace. Budget figures for 2009-2010 include the replacement of storm drainage, repaving and restriping of Assembly Drive and the Truck Route. Budget figures for 2010-2011 include the replacement of storm drainage and repaving of Texas Road. Budget figures for 2011-2012 include the replacement of storm drainage and repaving of South Carolina Terrace and upper Kentucky Road. Budget figures for 2012-2013 include repaving Tennessee at Virginia (\$49,000) and on Virginia from Mississippi Road to Louisiana Road (\$135,000). Budget figures for future years include the replacement of storm drainage and repaving of Mecklenburg Circle.

PROJECT ELEMENTS	PRIOR YEAR'S COST	BUDGET 08-09	BUDGET 09-10	BUDGET 10-11	BUDGET 11-12	BUDGET 12-13	YEARS BEYOND	TOTAL
Planning/Design/Engineering								
Land								
Construction	215,000	153,100	263,000	176,000	299,000	184,000	160,000	1,450,100
Equipment								
TOTAL	215,000	153,100	263,000	176,000	299,000	184,000	160,000	1,450,100

PURPOSE:		METHOD OF FINANCING (BY %):			
_____	HEALTH, SAFETY,WELFARE	CURRENT REVENUE	100%	GRANT	_____
_____	MANDATE	BONDS	_____	OTHER	_____
X	RENOVATION/REPLACEMENT	ASSESSMENT	_____		
_____	EXPANSION	LEASE/PURCHASE	_____		

CIP PROJECT REQUEST FORM

PROJECT TITLE: Bridge Replacement	DEPARTMENT: Street/Powell Bill	NUMBER: 10-20-5600-730 10-20-5700-730	PRIORITY: ORGANIZATIONAL B	PRIORITY: DEPARTMENTAL 7
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DESCRIPTION:

The project would replace the bridge on Texas Road near Assembly Drive. The bridge was built in 1960 and underwent a major rehabilitation in 1974. Minor repairs have been completed every few years. This project should be completed with the paving and storm water drainage work scheduled for Texas Road. At that time, the structure can be modified to better fit with the grade changes required for Texas Road and Texas Spur. This budget figure is estimated but based on \$300,000 financed for 15 years at 5%.

PROJECT ELEMENTS	PRIOR YEAR'S COST	BUDGET 08-09	BUDGET 09-10	BUDGET 10-11	BUDGET 11-12	BUDGET 12-13	YEARS BEYOND	TOTAL
Planning/Design/Engineering								
Land								
Construction				14,275	28,550	28,550	356,875	428,250
Equipment								
TOTAL				14,275	28,550	28,550	356,875	428,250

PURPOSE:	METHOD OF FINANCING (BY %):
<input type="checkbox"/> HEALTH, SAFETY,WELFARE <input type="checkbox"/> MANDATE <input checked="" type="checkbox"/> RENOVATION/REPLACEMENT <input type="checkbox"/> EXPANSION	CURRENT REVENUE _____ GRANT _____ BONDS _____ OTHER _____ ASSESSMENT _____ LEASE/PURCHASE _____ 100%

CIP PROJECT REQUEST FORM

PROJECT TITLE: Dump Truck Replacement	DEPARTMENT: Street/Powell Bill	NUMBER: 10-20-5600-730 10-20-5700-730	PRIORITY: ORGANIZATIONAL 5	PRIORITY: DEPARTMENTAL 2
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DESCRIPTION:

This project would replace the 1970's model dump truck that has nearly 200,000 miles on the odometer, is currently unsafe to drive and is stored at the rear of the storage yard. By replacing the dump truck, it would allow the 1994 dump truck to be used for snow removal and as a secondary or back-up truck, extending the life and usefulness of both trucks.

This budget figure is based on a cost of \$70,000 financed for five years at 5%.

PROJECT ELEMENTS	PRIOR YEAR'S COST	BUDGET 08-09	BUDGET 09-10	BUDGET 10-11	BUDGET 11-12	BUDGET 12-13	YEARS BEYOND	TOTAL
Planning/Design/Engineering								
Land								
Construction								
Equipment		16,000	16,000	16,000	16,000	16,000		80,000
TOTAL		16,000	16,000	16,000	16,000	16,000		80,000

PURPOSE:		METHOD OF FINANCING (BY %):			
_____	HEALTH, SAFETY,WELFARE	CURRENT REVENUE	_____	GRANT	_____
_____	MANDATE	BONDS	_____	OTHER	_____
X	RENOVATION/REPLACEMENT	ASSESSMENT	_____		
_____	EXPANSION	LEASE/PURCHASE	100%		

CIP PROJECT REQUEST FORM

PROJECT TITLE: Public Works Truck Replacement	DEPARTMENT: Street/Powell Bill	NUMBER: 10-20-5600-730 10-20-5700-730	PRIORITY: ORGANIZATIONAL B	PRIORITY: DEPARTMENTAL 6
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DESCRIPTION:

This project would replace the Public Works 1994 F-250 pick up truck. The truck currently has 85,500 on the odometer and is expected at the time of replacement to have approximately 120,000 miles.

PROJECT ELEMENTS	PRIOR YEAR'S COST	BUDGET 08-09	BUDGET 09-10	BUDGET 10-11	BUDGET 11-12	BUDGET 12-13	YEARS BEYOND	TOTAL
Planning/Design/Engineering								
Land								
Construction								
Equipment						45,000		45,000
TOTAL						45,000		45,000

PURPOSE:	METHOD OF FINANCING (BY %):
<input type="checkbox"/> HEALTH, SAFETY,WELFARE <input type="checkbox"/> MANDATE <input checked="" type="checkbox"/> RENOVATION/REPLACEMENT <input type="checkbox"/> EXPANSION	CURRENT REVENUE <input type="text" value="100%"/> GRANT <input type="text"/> BONDS <input type="text"/> OTHER <input type="text"/> ASSESSMENT <input type="text"/> LEASE/PURCHASE <input type="text"/>

CIP PROJECT REQUEST FORM

PROJECT TITLE: New Road Paving	DEPARTMENT: Street/Powell Bill	NUMBER: 10-20-5600-730 10-20-5700-730	PRIORITY: ORGANIZATIONAL 6	PRIORITY: DEPARTMENTAL 3
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DESCRIPTION:

The Town of Montreat has approximately 3.4 miles of gravel roads that require paving. This project sets aside an appropriation to upgrade and pave these roads. While it is a large upfront cost to pave gravel roads, during future years, the Town saves time and maintenance funds needed to provide for the annual upkeep. The list of graveled roads includes Peace (.5), Providence (.5), Arbor (.5), Oklahoma (.5), Woodland (.2), Suwannee (.2), Calvin Trail (.2), Tennessee Extension (.2), Frist (.2), Overbrook (.1), Texas Spur (.1), Salem (.1), and McGill (.1).

The 2008-2009 budget figure represents the paving and replacement of storm drainage on Woodland Road. The 2009-2010 budget figure represents improvements to Texas Spur. The 2010-2011 budget figure represents the paving of Peace Lane and Providence Terrace.

PROJECT ELEMENTS	PRIOR YEAR'S COST	BUDGET 08-09	BUDGET 09-10	BUDGET 10-11	BUDGET 11-12	BUDGET 12-13	YEARS BEYOND	TOTAL
Planning/Design/Engineering		14,000						14,000
Land								
Construction		121,000	32,000	75,000			200,000	428,000
Equipment								
TOTAL		135,000	32,000	75,000			200,000	442,000

PURPOSE:	METHOD OF FINANCING (BY %):
_____ HEALTH, SAFETY, WELFARE	CURRENT REVENUE <u>100%</u> GRANT _____
_____ MANDATE	BONDS _____ OTHER _____
_____ RENOVATION/REPLACEMENT	ASSESSMENT _____
<u> X </u> EXPANSION	LEASE/PURCHASE _____

CIP PROJECT REQUEST FORM

PROJECT TITLE: Pick Up Truck Replacement	DEPARTMENT: Street/Powell Bill	NUMBER: 10-20-5600-730 10-20-5700-730	PRIORITY: ORGANIZATIONAL B	PRIORITY: DEPARTMENTAL 5
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DESCRIPTION:

This project would replace the 1984 model Chevrolet Blazer that has nearly 170,000 miles on the odometer. The Blazer was given to the Town as surplus in 2004 from the United States Army. The new truck will be a three quarter ton, 4x4 with the ability to operate a snowplow.

PROJECT ELEMENTS	PRIOR YEAR'S COST	BUDGET 08-09	BUDGET 09-10	BUDGET 10-11	BUDGET 11-12	BUDGET 12-13	YEARS BEYOND	TOTAL
Planning/Design/Engineering								
Land								
Construction								
Equipment					35,000			35,000
TOTAL					35,000			35,000

PURPOSE:	METHOD OF FINANCING (BY %):
<input type="checkbox"/> HEALTH, SAFETY,WELFARE <input type="checkbox"/> MANDATE <input checked="" type="checkbox"/> RENOVATION/REPLACEMENT <input type="checkbox"/> EXPANSION	CURRENT REVENUE <input type="text" value="100%"/> GRANT <input type="text"/> BONDS <input type="text"/> OTHER <input type="text"/> ASSESSMENT <input type="text"/> LEASE/PURCHASE <input type="text"/>

CIP PROJECT REQUEST FORM

PROJECT TITLE: Leaf Truck Replacement	DEPARTMENT: Street/Powell Bill	NUMBER: 10-20-5600-730 10-20-5700-730	PRIORITY: ORGANIZATIONAL C	PRIORITY: DEPARTMENTAL 4
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DESCRIPTION:

Each year, more and more residents are requesting leaf removal services from ditch lines and along roadways. In order to accomplish this, the Town purchased a used leaf vacuum from the Town of Weaverville, with large enough capacity to handle the job. The new truck will be a two ton truck with an enclosed bed. It is proposed that the new truck would be outfitted so that it could be used for other jobs when leaf season is over. Currently, the Town is using our oldest dump truck outfitted with a handmade bed to collect the leaves.

This budget figure is based on a cost of \$72,000 financed for five years at 5%.

PROJECT ELEMENTS	PRIOR YEAR'S COST	BUDGET 08-09	BUDGET 09-10	BUDGET 10-11	BUDGET 11-12	BUDGET 12-13	YEARS BEYOND	TOTAL
Planning/Design/Engineering								
Land								
Construction								
Equipment					16,500	16,500	49,500	82,500
TOTAL					16,500	16,500	49,500	82,500

<p style="text-align: center;">PURPOSE:</p> <p>_____ HEALTH, SAFETY,WELFARE</p> <p>_____ MANDATE</p> <p>_____ RENOVATION/REPLACEMENT</p> <p><u> X </u> EXPANSION</p>	<p style="text-align: center;">METHOD OF FINANCING (BY %):</p> <p>CURRENT REVENUE _____ GRANT _____</p> <p>BONDS _____ OTHER _____</p> <p>ASSESSMENT _____</p> <p>LEASE/PURCHASE <u> 100% </u></p>
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GENERAL FUND

EXPENDITURES

5800 – SANITATION

CIP PROJECT REQUEST FORM

PROJECT TITLE: Sanitation Truck Replacement	DEPARTMENT: Sanitation	NUMBER: 10-30-5800-730	PRIORITY: ORGANIZATIONAL B	PRIORITY: DEPARTMENTAL 1
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DESCRIPTION:

This project would replace the sanitation truck. The sanitation truck was purchased in 2006 when the Town began providing sanitation services. This truck averages 20,000 miles per year and because of its regular use should be placed on a seven year replacement schedule.

This budget figure is based on a one time payment of \$75,000.

PROJECT ELEMENTS	PRIOR YEAR'S COST	BUDGET 08-09	BUDGET 09-10	BUDGET 10-11	BUDGET 11-12	BUDGET 12-13	YEARS BEYOND	TOTAL
Planning/Design/Engineering								
Land								
Construction								
Equipment							75,000	75,000
TOTAL							75,000	75,000

PURPOSE:	METHOD OF FINANCING (BY %):
<input type="checkbox"/> HEALTH, SAFETY,WELFARE <input type="checkbox"/> MANDATE <input type="checkbox"/> RENOVATION/REPLACEMENT <input checked="" type="checkbox"/> EXPANSION	CURRENT REVENUE <input type="text" value="100%"/> GRANT <input type="text"/> BONDS <input type="text"/> OTHER <input type="text"/> ASSESSMENT <input type="text"/> LEASE/PURCHASE <input type="text"/>

GENERAL FUND

EXPENDITURES

6190 – RECREATION

6190 – RECREATION SUMMARY

The Parks and Recreation Committee of the Town of Montreat recommend plans, policies and community actions that meet the desires, needs and opinions of the citizens of Montreat for the protection of greenspace and the safety of walkers, joggers, hikers, bicyclists, bird-watchers and nature lovers.

PROJECT DESCRIPTION	PRIORITY CODE	FY 08-09	FY 09-10	FY 10-11	FY 11-12	FY 12-13	FUTURE	TOTAL
Greenways	7	4,000	15,000	15,000	15,000	15,000	15,000	79,000
TOTALS		4,000	15,000	15,000	15,000	15,000	15,000	79,000
EXPENDITURE CLASSIFICATIONS								
Planning/Design/Engineering		4,000	0	0	0	0	0	4,000
Land		0	0	0	0	0	0	0
Construction		0	15,000	15,000	15,000	15,000	15,000	75,000
Equipment		0	0	0	0	0	0	0
TOTALS		4,000	15,000	15,000	15,000	15,000	15,000	79,000
REVENUE CLASSIFICATIONS								
Operating Revenues - General		4,000	15,000	15,000	15,000	15,000	15,000	79,000
Operating Funds – Powell Bill		0	0	0	0	0	0	0
Debt/Financing		0	0	0	0	0	0	0
Grant		0	0	0	0	0	0	0
Other		0	0	0	0	0	0	0
TOTALS		4,000	15,000	15,000	15,000	15,000	15,000	79,000

CIP PROJECT REQUEST FORM

PROJECT TITLE: Greenways	DEPARTMENT: Recreation	NUMBER:	PRIORITY: ORGANIZATIONAL 7	PRIORITY: DEPARTMENTAL 1
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DESCRIPTION:

In 2005, the Board of Commissioners established the need to create a more walkable community as a goal for Montreat. The Parks and Recreation Committee is in the process of completing a Greenway Master Plan that will be used by the community for the implementation and construction of a greenway system. It is envisioned that the greenway system will connect existing facilities, parks and neighboring communities by providing alternative safe transportation for people in the community. Funding for this project as shown below is the Town's contribution to the effort. It is anticipated that the Town and Parks and Recreation Committee will seek matching grant funds that will increase the annual allocation to this project.

PROJECT ELEMENTS	PRIOR YEAR'S COST	BUDGET 08-09	BUDGET 09-10	BUDGET 10-11	BUDGET 11-12	BUDGET 12-13	YEARS BEYOND	TOTAL
Planning/Design/Engineering		4,000						4,000
Land								
Construction			15,000	15,000	15,000	15,000	15,000	75,000
Equipment								
TOTAL		4,000	15,000	15,000	15,000	15,000	15,000	79,000

PURPOSE:	METHOD OF FINANCING (BY %):
_____ HEALTH, SAFETY,WELFARE	CURRENT REVENUE <u>100%</u> GRANT _____
_____ MANDATE	BONDS _____ OTHER _____
_____ RENOVATION/REPLACEMENT	ASSESSMENT _____
<input checked="" type="checkbox"/> EXPANSION	LEASE/PURCHASE _____

WATER FUND
REVENUES

WATER FUND REVENUES SUMMARY

	FY 08-09	FY 09-10	FY 10-11	FY 11-12	FY 12-13	FUTURE	TOTAL
REVENUE SOURCES							
Water Revenue	160,000	160,000	160,000	160,000	175,000	175,000	990,000
Water Access Fee	135,000	135,000	135,000	135,000	160,000	160,000	860,000
Water Taps	2,500	2,500	2,500	2,500	2,500	2,500	15,000
Interest Earned	7,800	7,800	7,900	8,000	8,000	8,000	47,500
MSD Billing Fee Revenue	15,600	16,200	16,600	17,100	17,600	18,100	101,200
Retained Earnings Appropriation	0	0	0	0	0	0	0
TOTALS	320,900	321,500	322,000	322,600	363,100	363,600	2,013,700
HISTORICAL DATA							
Average % Capital vs. Revenue	40%	40%	40%	40%	40%	40%	40%
Capital Funding Based on Average %	128,360	128,600	128,800	129,040	145,240	145,440	805,480
DEBT SERVICE							
Existing	36,800	36,850	36,850	36,800	36,800	36,800	220,900
Proposed	75,820	75,820	75,820	0	19,095	76,380	322,935
Other	0	0	0	0	0	0	0
TOTAL	112,620	112,670	112,670	36,800	55,895	113,180	543,835
REVENUE CLASSIFICATIONS							
Operating Revenues	506,000	115,000	197,500	76,000	107,500	125,000	1,127,000
Impact Fees							
Debt/Financing	75,820	75,820	75,820		19,095	76,380	322,935
Grant							
Other							
TOTAL	581,820	190,820	273,320	76,000	126,595	201,380	1,449,935
EXPENDITURE CLASSIFICATIONS							
Planning/Design/Engineering	60,500	10,000	12,500	8,000	2,500	4,000	97,500
Land							
Construction	442,500	102,000	182,000	65,000	45,000	121,000	957,500
Equipment	78,820	78,820	78,820	3,000	79,095	76,380	394,935
TOTAL	581,820	190,820	273,320	76,000	126,595	201,380	1,449,935

WATER FUND
EXPENDITURES

WATER FUND SUMMARY ALL DEPARTMENTS

PROJECT DESCRIPTION	PRIORITY CODE	FY 08-09	FY 09-10	FY 10-11	FY 11-12	FY 12-13	FUTURE	TOTAL
8100 Water Operations								
Water Line Replacement	2	503,000	92,000	39,500	50,000	27,500	40,000	752,000
Well Site Exploration	C		20,000			20,000		40,000
Well Site Construction	C			85,000			85,000	170,000
Water Tank Inspection/Maint.	B				23,000			23,000
Automated Meter System	1	75,820	75,820	75,820				227,460
Backhoe Replacement	B					19,095	76,380	95,475
Water Line Extensions	C			70,000				70,000
Portable Generators	3	3,000	3,000	3,000	3,000	60,000		72,000
WATER FUND TOTALS		581,820	190,820	273,320	76,000	126,595	201,380	1,449,935
Expenditure Classifications								
Planning/Design/Engineering		60,500	10,000	12,500	8,000	2,500	4,000	97,500
Land								
Construction		442,500	102,000	182,000	65,000	45,000	121,000	957,500
Equipment		78,820	78,820	78,820	3,000	79,095	76,380	394,935
TOTALS		581,820	190,820	273,320	76,000	126,595	201,380	1,449,935
Revenue Classifications								
Operating Revenues		506,000	115,000	197,500	76,000	107,500	125,000	1,127,000
Impact Fees								
Debt/Financing		75,820	75,820	75,820		19,095	76,380	322,935
Grant								
Other								
TOTALS		581,820	190,820	273,320	76,000	126,595	201,380	1,449,935

WATER FUND
EXPENDITURES

8100 – WATER OPERATIONS

CIP PROJECT REQUEST FORM

PROJECT TITLE: Water Line Replacement	DEPARTMENT: Water Operations	NUMBER: 30-91-8100-730	PRIORITY: ORGANIZATIONAL 2	PRIORITY: DEPARTMENTAL 2
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DESCRIPTION:

It is estimated that the Town of Montreat has replaced approximately eighty percent (80%) of its water lines since the mid 1980's. As new technology increases the life span of water lines, a policy should be put into place that provides for continuously upgrading outdated or improperly sized water lines. The continual replacement of lines is also necessary as a preventative maintenance measure. Lines will be replaced on an as-needed, priority basis as determined by the Public Works Director. Work on the replacement of these lines will be accomplished by contractors in the case of Greybeard Trail and by town crews on the smaller projects.

Budget figures for 2008-2009 include the replacement of a water line along Greybeard Trail.
 Budget figures for 2009-2010 include the replacement of a water line along Texas Spur from Texas Extension to Well B.
 Budget figures for 2010-2011 include the replacement of a water line along Georgia Terrace between the Post Office and Lord Apartments.
 Budget figures for 2011-2012 include the replacement of a water line along Calvin Trail.
 Budget figures for 2012-2013 include the replacement of a small water line on a road not yet determined.
 Budget figures for future years include the replacement of a water line along Mecklenburg Circle.

PROJECT ELEMENTS	PRIOR YEAR'S COST	BUDGET 08-09	BUDGET 09-10	BUDGET 10-11	BUDGET 11-12	BUDGET 12-13	YEARS BEYOND	TOTAL
Planning/Design/Engineering		60,500	10,000	2,500	5,000	2,500	4,000	84,500
Land								
Construction		442,500	82,000	37,000	45,000	25,000	36,000	667,500
Equipment								
TOTAL		503,000	92,000	39,500	50,000	27,500	40,000	752,000

PURPOSE:	METHOD OF FINANCING (BY %):
<input type="checkbox"/> HEALTH, SAFETY,WELFARE <input type="checkbox"/> MANDATE <input checked="" type="checkbox"/> RENOVATION/REPLACEMENT <input type="checkbox"/> EXPANSION	CURRENT REVENUE <u>100%</u> GRANT _____ BONDS _____ OTHER _____ ASSESSMENT _____ LEASE/PURCHASE _____

CIP PROJECT REQUEST FORM

PROJECT TITLE: Well Site Exploration	DEPARTMENT: Water Operations	NUMBER: 30-91-8100-730	PRIORITY: ORGANIZATIONAL C	PRIORITY: DEPARTMENTAL 3
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DESCRIPTION:

As the Town's water production declines and demand on the system grows, the location of additional well sites will be required. The budgeted figure will complete the initial drilling of the site and the installation of a pump. Beginning in 2007-2008 it was recommended that well site exploration be conducted every three years until an adequate stable source for future water needs is found.

PROJECT ELEMENTS	PRIOR YEAR'S COST	BUDGET 08-09	BUDGET 09-10	BUDGET 10-11	BUDGET 11-12	BUDGET 12-13	YEARS BEYOND	TOTAL
Planning/Design/Engineering								
Land								
Construction			20,000			20,000		40,000
Equipment								
TOTAL			20,000			20,000		40,000

PURPOSE:	METHOD OF FINANCING (BY %):
_____ HEALTH, SAFETY, WELFARE	CURRENT REVENUE <u>100%</u> GRANT _____
_____ MANDATE	BONDS _____ OTHER _____
_____ RENOVATION/REPLACEMENT	ASSESSMENT _____
<u> X </u> EXPANSION	LEASE/PURCHASE _____

CIP PROJECT REQUEST FORM

PROJECT TITLE: Well Site Construction	DEPARTMENT: Water Operations	NUMBER: 30-91-8100-730	PRIORITY: ORGANIZATIONAL C	PRIORITY: DEPARTMENTAL 4
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DESCRIPTION:

As the Town's water production declines and demand on the system grows, the location of additional well sites will be required. If an acceptable water source is found during the exploration process, the budgeted figure will complete the construction of a well house, testing, and tying the new well into the water system. Beginning in 2007-2008 it was recommended that well site exploration be conducted every three years until an adequate stable source for future water needs is found.

PROJECT ELEMENTS	PRIOR YEAR'S COST	BUDGET 08-09	BUDGET 09-10	BUDGET 10-11	BUDGET 11-12	BUDGET 12-13	YEARS BEYOND	TOTAL
Planning/Design/Engineering								
Land								
Construction	80,000			85,000			85,000	170,000
Equipment								
TOTAL	80,000			85,000			85,000	170,000

PURPOSE:	METHOD OF FINANCING (BY %):
<input type="checkbox"/> HEALTH, SAFETY, WELFARE <input type="checkbox"/> MANDATE <input type="checkbox"/> RENOVATION/REPLACEMENT <input checked="" type="checkbox"/> EXPANSION	CURRENT REVENUE <input type="text" value="100%"/> GRANT <input type="text"/> BONDS <input type="text"/> OTHER <input type="text"/> ASSESSMENT <input type="text"/> LEASE/PURCHASE <input type="text"/>

CIP PROJECT REQUEST FORM

PROJECT TITLE: Water Tank Inspection and Maintenance	DEPARTMENT: Water Operations	NUMBER: 30-91-8100-730	PRIORITY: ORGANIZATIONAL B	PRIORITY: DEPARTMENTAL 8
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DESCRIPTION:

Following the inspection of the water tanks in Spring of 2006, funding was provided to complete the cleaning and minor repairs to the tanks. Other repairs may be necessary depending on the results of future inspections. It is mandated by the State that inspections of the tanks be completed every five years and any maintenance concerns be addressed at that same time.

PROJECT ELEMENTS	PRIOR YEAR'S COST	BUDGET 08-09	BUDGET 09-10	BUDGET 10-11	BUDGET 11-12	BUDGET 12-13	YEARS BEYOND	TOTAL
Planning/Design/Engineering					3,000			3,000
Land								
Construction					20,000			20,000
Equipment								
TOTAL					23,000			23,000

PURPOSE:	METHOD OF FINANCING (BY %):
<input checked="" type="checkbox"/> HEALTH, SAFETY,WELFARE	CURRENT REVENUE <u>100%</u> GRANT _____
<input checked="" type="checkbox"/> MANDATE	BONDS _____ OTHER _____
_____ RENOVATION/REPLACEMENT	ASSESSMENT _____
_____ EXPANSION	LEASE/PURCHASE _____

CIP PROJECT REQUEST FORM

PROJECT TITLE: Automated Meter Reading System	DEPARTMENT: Water Operations	NUMBER: 30-91-8100-730	PRIORITY: ORGANIZATIONAL 1	PRIORITY: DEPARTMENTAL 1
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DESCRIPTION:

This project funds the purchase and installation of equipment and software to read water meters utilizing radio-read technology. The project also includes a phased purchase of 670 meters. The radio-read technology allows for drastic improvements in the speed and accuracy of reading water meters and lays the foundation for future growth in the water system without the need to hire additional staff to read meters. Currently, in order to read meters, it takes four public work employees two days to complete all the routes. With the automated meter reading system, it would take one employee less than a half a day to read all the routes. This system also reduces the hazards commonly found while reading meters, including falls due to weather and animal (i.e. dogs, spiders, snakes) bites.

PROJECT ELEMENTS	PRIOR YEAR'S COST	BUDGET 08-09	BUDGET 09-10	BUDGET 10-11	BUDGET 11-12	BUDGET 12-13	YEARS BEYOND	TOTAL
Planning/Design/Engineering								
Land								
Construction								
Equipment		75,820	75,820	75,820				227,460
TOTAL		75,820	75,820	75,820				227,460

PURPOSE:	METHOD OF FINANCING (BY %):																								
<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 5%; text-align: center;">_____</td> <td>HEALTH, SAFETY,WELFARE</td> </tr> <tr> <td style="text-align: center;">_____</td> <td>MANDATE</td> </tr> <tr> <td style="text-align: center;">X</td> <td>RENOVATION/REPLACEMENT</td> </tr> <tr> <td style="text-align: center;">X</td> <td>EXPANSION</td> </tr> </table>	_____	HEALTH, SAFETY,WELFARE	_____	MANDATE	X	RENOVATION/REPLACEMENT	X	EXPANSION	<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 30%;">CURRENT REVENUE</td> <td style="width: 10%; text-align: center;">_____</td> <td style="width: 30%;">GRANT</td> <td style="width: 10%; text-align: center;">_____</td> </tr> <tr> <td>BONDS</td> <td style="text-align: center;">_____</td> <td>OTHER</td> <td style="text-align: center;">_____</td> </tr> <tr> <td>ASSESSMENT</td> <td style="text-align: center;">_____</td> <td></td> <td></td> </tr> <tr> <td>LEASE/PURCHASE</td> <td style="text-align: center;">100%</td> <td></td> <td></td> </tr> </table>	CURRENT REVENUE	_____	GRANT	_____	BONDS	_____	OTHER	_____	ASSESSMENT	_____			LEASE/PURCHASE	100%		
_____	HEALTH, SAFETY,WELFARE																								
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X	EXPANSION																								
CURRENT REVENUE	_____	GRANT	_____																						
BONDS	_____	OTHER	_____																						
ASSESSMENT	_____																								
LEASE/PURCHASE	100%																								

CIP PROJECT REQUEST FORM

PROJECT TITLE: Backhoe Replacement	DEPARTMENT: Water Operations	NUMBER: 30-91-8100-730	PRIORITY: ORGANIZATIONAL B	PRIORITY: DEPARTMENTAL 5
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DESCRIPTION:

This project replaces the 1999 Ford backhoe. The backhoe will be nearing the end of its useful life and should be placed on a replacement schedule. This backhoe is now the only operational backhoe and it is recommended that in future years to replace this piece of equipment more often. In case of emergency or if a separate piece of equipment is needed for a particular job, the public works department is using the tractor with a backhoe attachment.

PROJECT ELEMENTS	PRIOR YEAR'S COST	BUDGET 08-09	BUDGET 09-10	BUDGET 10-11	BUDGET 11-12	BUDGET 12-13	YEARS BEYOND	TOTAL
Planning/Design/Engineering								
Land								
Construction								
Equipment						19,095	76,380	95,475
TOTAL						19,095	76,380	95,475

PURPOSE:	METHOD OF FINANCING (BY %):
_____ HEALTH, SAFETY, WELFARE	CURRENT REVENUE _____ GRANT _____
_____ MANDATE	BONDS _____ OTHER _____
_____ RENOVATION/REPLACEMENT	ASSESSMENT _____
<input checked="" type="checkbox"/> EXPANSION	LEASE/PURCHASE _____ 100% _____

CIP PROJECT REQUEST FORM

PROJECT TITLE: Water Line Extensions	DEPARTMENT: Water Operations	NUMBER: 30-91-8100-730	PRIORITY: ORGANIZATIONAL C	PRIORITY: DEPARTMENTAL 7
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DESCRIPTION:

It is estimated that the Town of Montreat has replaced approximately eighty percent (80%) of its water lines since the mid 1980's. While replacing water lines is a priority for the older parts of the system, plans should be made for extending new lines into areas without service for both water supply and fire protection. Lines will be installed on an as-needed, priority basis as determined by the Public Works Director. Work on the new lines will be accomplished by town crews.

Budget figures for 2010-2011 include the installation of a new water line along Peace Lane and Providence Terrace to coincide with the paving of those two roads.

PROJECT ELEMENTS	PRIOR YEAR'S COST	BUDGET 08-09	BUDGET 09-10	BUDGET 10-11	BUDGET 11-12	BUDGET 12-13	YEARS BEYOND	TOTAL
Planning/Design/Engineering				10,000				10,000
Land								
Construction				60,000				60,000
Equipment								
TOTAL				70,000				70,000

PURPOSE:	METHOD OF FINANCING (BY %):
<input type="checkbox"/> HEALTH, SAFETY, WELFARE <input type="checkbox"/> MANDATE <input type="checkbox"/> RENOVATION/REPLACEMENT <input checked="" type="checkbox"/> EXPANSION	CURRENT REVENUE <u>100%</u> GRANT _____ BONDS _____ OTHER _____ ASSESSMENT _____ LEASE/PURCHASE _____

CIP PROJECT REQUEST FORM

PROJECT TITLE: Portable Generators	DEPARTMENT: Water Operations	NUMBER: 30-91-8100-730	PRIORITY: ORGANIZATIONAL 3	PRIORITY: DEPARTMENTAL 6
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DESCRIPTION:

During the flooding of 2004, electrical power to the wells and pumping stations were out for almost three days resulting in the Town's first emergency water crisis. This project funds the purchase of a portable generator (\$60,000) to run either the wells or pumping stations. Initially, Wells A and B and both pump stations will be outfitted with electrical connections (\$12,000) to support the generator. This will enable the Town to provide limited amounts of water during an emergency until power can be restored. One well or pump station will be outfitted with the electrical connections each year. During the fifth year, the Town will purchase the generator.

PROJECT ELEMENTS	PRIOR YEAR'S COST	BUDGET 08-09	BUDGET 09-10	BUDGET 10-11	BUDGET 11-12	BUDGET 12-13	YEARS BEYOND	TOTAL
Planning/Design/Engineering								
Land								
Construction								
Equipment		3,000	3,000	3,000	3,000	60,000		72,000
TOTAL		3,000	3,000	3,000	3,000	60,000		72,000

PURPOSE:		METHOD OF FINANCING (BY %):			
<u> X </u>	HEALTH, SAFETY, WELFARE	CURRENT REVENUE	<u> 100% </u>	GRANT	<u> </u>
<u> </u>	MANDATE	BONDS	<u> </u>	OTHER	<u> </u>
<u> </u>	RENOVATION/REPLACEMENT	ASSESSMENT	<u> </u>		
<u> X </u>	EXPANSION	LEASE/PURCHASE	<u> </u>		

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