



## Staff Report

*January 22, 2019 Council Workshop Meeting*

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**INTRODUCTION/PURPOSE/SUMMARY:** The City through a competitive process selected Carollo Engineering to provide professional services to update our existing General Sewer Plan. The scope of work has been broken down into three separate categories for ease of tracking and work flow. Each category of work builds upon each other but are separate documents. The three categories are the Engineering Report, General Sewer Plan and the Operations and Maintenance Manual. Carollo Engineering has submitted three scopes of work for \$249,468, \$281,218 and \$114,239 respectively. This work is expected to take two years to complete.

**BUDGET IMPACT:** Total cost of the project would be \$644,925. The Sewer Fund Rate Model for 2019 through 2023 includes \$450,000 for this work effort. The remaining \$195,000 will come from the Sewer Fund Balance (reserves), which will still be at appropriate levels to provide appropriate coverage. As the General Sewer Plan is the guiding document for the Sewer Utility as a whole, staff feels the amount and use of reserves is justified. Staff would continue tracking revenues vs. expenses to limit any long-term impacts from the increased amount of the project.

**RECOMMENDATION/RECOMMENDED ACTION/ACTION REQUESTED:** This item is for Council's information only. Staff recommends this item be placed on the February 4, 2019 Consent Agenda for Council's consideration.