

**ADMINISTRATIVE PUBLIC IMPROVEMENT PROJECT**

Project name and brief description: This project will include construction of one bus shelter at the Pine Grove Village Manufactured Home Community. The bus shelter will be located on the south side of Clark Lane at the intersection with Olympic Boulevard. The project will include construction of an 8'x12' concrete pad for the shelter and installation of the shelter structure. The shelter will be constructed in existing street right-of-way. Staff will utilize a City term and supply contract to complete construction of the concrete pad. The bus shelter will be installed by City Staff. Construction is planned for this spring.

Department: Public Works

Estimated cost: \$9,000

Funding source: 1/4 cent CIP Sales Tax

Project meets the following criterion (check one):

- Construction, upgrade or relocation of electric distribution lines less than sixty-nine (69) KV that is estimated to cost less than one million dollars (\$1,000,000.00).
- Water and electric production facility expansion projects estimated to cost less than five hundred thousand dollars (\$500,000.00).
- Sanitary sewer projects estimated to cost less than one hundred fifty thousand dollars (\$150,000.00).
- Storm water utility public improvement projects estimated to cost less than one hundred fifty thousand dollars (\$150,000.00).
- Any project estimated to cost less than fifty thousand dollars (\$50,000.00).

No tax bills will be issued for the project.  
Project does not require exercise of power of eminent domain.

IP meeting held on \_\_\_\_\_

Attendance: \_\_\_\_\_

Result: \_\_\_\_\_

Other contacts: The property owner contacted Public Works and requested the bus shelter for the residents.

Note: IP meetings are not required for ordinary maintenance of public improvements or for projects where there are no obvious interested parties.

Submitted by:   
Department Head

Approved:   
City Manager