

TO: Mayor and City Council
FROM: David Chanski, City Administrator/Clerk
RE: Streets CIP Request for Proposals
DATE: May 6, 2024



Background

Staff presented a draft request for proposals (RFP) for the development of a streets capital improvement plan (CIP) at the March City Council meeting. At that time, the Council tabled discussion of the RFP for further discussion at a workshop. The discussion was then placed on the April 24 workshop agenda by the City Council at the April 1 council meeting.

During the April 24 workshop, the Council considered a revised RFP document and, ultimately, had consensus to place the document, with the sole change that gravel streets be separated from paved streets as an add-on service, on the May 6 council meeting agenda for approval.

If approved by the City Council on May 6, staff will issue the RFP immediately on May 7. Responses will be due June 7, and the City Council will consider proposals at the July 1 City Council meeting.

Ad Hoc Streets CIP Committee

During the discussion on April 24, the City Council expressed some interest in the development of a streets committee comprised of residents similar to that of the City of Lake Shore. As a result of that discussion, City Administrator Chanski has drafted a resolution (attached) that would create an Ad Hoc committee for the purpose of advising the City Council on the development and implementation of the streets capital plan.

Administrator Chanski is recommending that the committee start as an Ad Hoc committee instead of a standing committee because he has often seen cities create standing committees for a singular project only to have the committee then flounder once that project is complete because they've received no further direction or purpose. Once the streets CIP is complete, the Council can then decide whether to keep it around and in what capacity.

If approved by the City Council on May 6, staff will begin advertisement for committee applications with the intent of applications being reviewed by the City Council on June 3. This way, the committee membership will be set prior to an engineer being selected and the project officially commencing.

Council Action

1. Staff is requesting authorization from the City Council to issue the attached Streets CIP RFP.
2. Staff recommends that the City Council approve the attached resolution, creating an Ad Hoc Streets Committee for the purpose of advising the City Council on the development and implementation of a streets capital plan.