

Memo

To: City Commissioners
From: City Staff
Date: 10/13/2023
Re: Order of Business for October 17, 2023 Commission Meeting

1. Order of Business

Consent Agenda

- A. Approval of meeting minutes dated October 3, 2023 (Enc.)
- B. Approval of Accounts Payable, Commerce Bank and Checkbook (Enc.)

3. Non-Timetable Agenda

Administration/Finance

- A. Dickinson Convention and Visitors Bureau Appointment (Enc.)
- B. Monthly Financial Report (Enc.)
- C. Project Engineering Job Description (Enc.)

Attached is the complete job description for the Project Engineer. This position was approved with the 2024 budget, will be placed at Grade 18, and City Staff recommends approval.

- D. HR Monthly Report (Enc.)
- E. Legacy Square Ice Rink Presentation

4. Public Works

A. Aramark Contract for Rug Service (Enc.)

This is a service contract between Aramark and the City of Dickinson to provide rug services at seven city buildings to include Public Works, Public Safety, Baler Building, Water Reclamation, City Hall, Museum, and Library. Some of the sites are currently utilizing Aramark for this service. This contract will standardize the rates for all locations for a period of five years from the date signed. The rates listed on the contract have a one-year price lock and subsequent years include an 8% increase per year. Attorney Wenko and City Staff have reviewed the agreement and recommend approval.

B. Public Works Monthly Report (Enc.)

5. Public Safety

A. Fire Department

A. Reports:

- 1. None

B. Police Department

A. Reports:

- 1. Monthly Report (Enc.)

6. Community Development

- A. Energy Center 3rd Addition Lot 1A Combination (Enc.)
- B. 2024 Road Maintenance Task Order Amendment #1 – KLJ (Enc.)
- C. Task Order Amendment – Downtown Lighting Phase 1B – Apex Engineering Group (Enc.)
- D. Monthly Report (Enc.)

7. Public Hearing and Public Comments not on Agenda

- A. Public Hearing - Easement Vacation – Glacier Addition (Enc.)

B. Public Comments not on Agenda

8. Commission