

OFFICE OF THE CITY ADMINISTRATOR

Subject: Recommendations for the Regular Council Meeting of June 19, 2023

- Item 1 CALL TO ORDER Prerogative of the Mayor to call this meeting to order.
- Item 2 ROLL CALL Prerogative of the Mayor to request a Roll Call from the City Clerk.
- Item 3 PLEDGE OF ALLEGIANCE Prerogative of the Mayor to lead the City Council, Administration, and members of the audience in the Pledge of Allegiance.
- Item 4 RECOGNITION OF COMMISSION MEMBERS Prerogative of the Mayor to request Commission Members in attendance at tonight's meeting to approach the podium and introduce themselves and the Commission on which they serve.
- Item 5 CONSENT AGENDA All items listed under the Consent Agenda are considered routine by the Council and will be enacted by one motion and a second. There will be no separate discussion of these items. If discussion of an item is required, it will be removed from the consent agenda and considered. One member may request that an item be removed and no second is required.

Prerogative of the City Council to approve all items listed under the consent agenda as presented.

A. Approval of Minutes

- 1. Council 06/05/23
- 2. Committee-of-the-Whole 06/05/23
- 3. Beautification Advisory Commission (BAC) 04/12/23 with Recommendation
- 4. Historical Commission 04/13/23
- 5. Tree Commission 05/03/23

B. Monthly Financial Report

- 1. May 2023

C. Bids/Proposals/Contracts

- 1. Fiscal Year End 2022-2023 Budget Amendments
 - a. Memo 06/02/23 - City Administrator/Treasurer/Comptroller
 - b. Budget amendment spreadsheet
- 2. City Administrator 2023/2024 Compensation
 - a. Memo 06/05/23 - Mayor

3. 2023 Sidewalk Repair Program
 - a. Memo 06/01/23 - Director of Public Services
 - b. Letter 06/01/23 - City Engineer (AEW)
 - c. Proposal
4. Medstar Contract Renewal
 - a. Memo 06/15/23 – City Administrator
 - b. Proposed Contract
5. Vendors with expenses over \$10,000
 - a. Memo 06/08/23 - Treasurer/Comptroller
 - b. FY 2023-2024 Open Purchase Orders >= \$10,000 - Spreadsheet
6. Commit Fund Balance for Construction Projects and Equipment Purchases
 - a. Memo 06/08/23 - Treasurer/Comptroller
 - b. FYE 2023-2024 Fund Balance Commitments – Spreadsheet

D. Proclamation

1. Juneteenth

E. Claims and Accounts

1. Anderson, Eckstein & Westrick, Inc. (AEW) - City Engineers
 - a. 2022 - 2023 GIS Maintenance - Invoice No. 0143820 - Proj. No. 0160-0458 - 05/15/23 - \$642.34.
 - b. Allard Rd. Reconstruction (Chester/Harper (WCL) - Invoice No. 0143826 - Proj. No. 0160-0433 - 05/19/23 - \$2,854.17.
 - c. Sewer System Evaluation - Invoice No. 0143827 - Proj. No. 0160-0449 - 05/19/23 - \$667.20.
 - d. 2022 Misc. Concrete Repair Program - Invoice No. 0143828 - Proj. No. 0160-0450 - 05/19/23 - \$649.18.
 - e. 2022 Sidewalk Repair Program Dist. 8 - Invoice No. 0143830 - Proj. No. 0160-0452 - 05/19/23 - \$445.00.
 - f. 2022 Sewer Rehab By Full Length CIPP LIN - Invoice No. 0143831 - Proj. No. 0160-0454 - 05/19/23 - \$165.80.
 - g. Hampton Rd. Water Main & Resurfacing (Mack/Marte) - Invoice No. 0143832 - Proj. No. 0160-0456 - 05/19/23 - \$2,138.92.
 - h. 2022-2023 General Engineering - Invoice No. 0143833 - Proj. No. 0160-0459 - 05/19/23 - \$389.20.
 - i. 2022 Pav't Joint & Crack Sealing Dist. 8 - Invoice No. 0143834 - Proj. No. 0160-0451 - 05/19/23 - \$2,362.06.
 - J. 2020-2021 Water Main Replacement Program - Invoice No. 0144032 - Proj. No. 0160-0426 - 05/25/23 - \$166.80.
2. Hallahan & Associates, P.C. - Professional Services - Invoice No. 20568 - May 2023 - 06/05/23 - \$1,971.10.
3. Jacobs and Diemer, P.C. - Legal Services - Claim No. JPJPC-20222Q - May 2023 - USSIC v GPW - 06/07/23 - \$2,439.50.

4. McKenna - Building/Planning Services
 - a. Invoice No. 21849-75 - Building Services - May 2023 - 06/09/23 - \$51,817.50.
 - b. Invoice No. 22-064-13 - Planning Services - May 2023 - 06/09/23 - \$922.50.
5. York, Dolan & Tomlinson, P.C. - Legal Services - Invoice No. 103 - May 2023 - 06/02/23 - \$2,418.00.

*Prerogative of the Mayor to read aloud the proclamation regarding Juneteenth.

Item 6 ACCEPTANCE OF THE AGENDA Prerogative of the City Council that all items on tonight's agenda be received, placed on file, and taken in order of appearance.

Item 7 COMMUNICATIONS

Item 7A HAMPTON ROAD PROJECT The Director of Public Services, in his memo dated June 16, 2023, stated that Pamar Enterprises, Inc. was awarded the Hampton Rd. Water Main Replacement and Resurfacing Project from Mack Avenue to Marter Road in an amount not to exceed \$2,424,642.75.

It was discovered that the existing material is ductile iron, a preferred water main material, found to be in excellent condition. Based on the findings, it was determined that the city should reduce the scope of the contract to eliminate the water main. This resulted in a reduced timeline for construction and a cost savings to the city.

As a result of the discovery and scope reduction, Pamar Enterprises, Inc., has requested additional compensation to account for downtime, delays, demobilization, remobilization, reduced overhead and profit, additional scheduling and construction costs. An amount of \$178,479.45 was negotiated and agreed upon to compensate these costs. These changes to the contract are estimated in result in approximately \$700,000.00 savings to the city.

Prerogative of the City Council to authorize the revision to the contract and proceed with the road construction of Hampton Road as originally proposed.

Item 8 NEW BUSINESS/PUBLIC COMMENT Prerogative of the Mayor to ask if there is any New Business to come before the City Council from the City Council or Administration; and then, to ask members of the audience if there is any Public Comment to come before the City Council.

Item 9 ADJOURNMENT Upon the conclusion of New Business/Public Comment with no further business to be conducted by the City Council, prerogative of the City Council to motion for adjournment of tonight's meeting.

Respectfully submitted,

A handwritten signature in black ink that reads "Frank Schulte". The signature is written in a cursive style with a large, sweeping initial "F".

Frank Schulte
City Administrator