



**Council budget amendment #2 for info. technology (FY15-16)**

*Attachment(s): yes*

MEETING DATE: MARCH 8, 2016

**STAFF COMMENTS / RECOMMENDATION:**

We anticipate a shortfall within an I.T. line item due to unexpected warranty and security-related expenses. Expenses for actual I.T. services are on target and we plan to separate these type of expenses using an additional line item within the upcoming budget. The attachment is self-explanatory.

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**NOTES:**

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**TOWN COUNCIL COMMENTS / ACTION:**

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**Bid award for SAP new entrance road**

Attachment(s): yes

MEETING DATE: MARCH 8, 2016

**STAFF COMMENTS / RECOMMENDATION:**

The development and construction of the SAP entrance project was budgeted at \$190,000. The project estimate was based on construction estimates from our contracted engineer (Anderson & Associates, Inc.) and included known design and engineering expenses. It has been a lengthy process to move the project through necessary stages of property agreements, design/engineering, NCDOT review, multiple land transactions, and project bidding.

While NC requires a formal bidding threshold of \$500,000 for construction contracts, the town's threshold is more restrictive and requires it beginning at \$90,000. The town received three construction bids as outlined in detail within the attached certified bid tab prepared by A&A. Also attached is an award recommendation letter by A&A and the required bond was received. The process thus far adheres to town purchasing policies and NCGS 143-129.

While the bids are higher than expected, **the engineer's recommendation is that "the project be awarded to Doggett Construction Co., Inc. for the bid amount of \$217,060."** The manager supports this recommendation, believes it to be in the best interest of the town, and desires to immediately implement a contract and notice the award. The bid documents require construction to be substantially complete within 60 calendar days and fully complete within 90 days. The recommended award would require a budget amendment that would decrease line item #6011414 (SAP Grounds Improvement) by \$45,000.

Suggested motion: *I motion to enter into a contract with Doggett Construction Co., Inc. for the "Summerfield Athletic Park Access Road" project per advertised contract documents, technical specifications, and addendums with a price not to exceed \$217,060. The project involves construction of 550' of public road and 150' of entrance drive from US-220 to Summerfield Athletic Park. Work includes, but is not limited to, clearing/grubbing, grading, placing stone base, asphalt paving, culvert installation, and required erosion control measures. The accepted bid amount exceeds the project budget and it is understood that line items #6011414 and #6011413 will be amended by \$45,000.*

**NOTES:**

**TOWN COUNCIL COMMENTS / ACTION:**



**Public Safety Committee**

Attachment(s): yes

MEETING DATE: MARCH 8, 2016

**STAFF COMMENTS / RECOMMENDATION:**

The committee's purpose on page 1 of the attached ordinance reads: "Advises regarding public safety issues that affect residents' ability to live, work, and play safely within the community; collaborates with public safety-related agencies and community groups to ensure the town is aware of public safety concerns." Its duties and responsibilities are varied and also outlined on pages 4-5.

Although the committee has a history of solid service and benefit, it has unfortunately become a distraction in recent months. On-going frustration and dissatisfaction exist within the committee and relationships are suffering externally with all three emergency service organizations (fire, law enforcement, and EMS).

The committee is valuable when focused appropriately and constructively, but in ordinance terms, it "is no longer functioning productively." Efforts to improve the situation have been unsuccessful and the manager recommends two options for Council's deliberation:

- 1) Effective immediately, the committee could be made inactive with member activity suspended until the committee can be re-established. There are currently committee openings and 3 of the 4 current resident members will be up for renewal in July. A hiatus might be beneficial instead of new members beginning in a strained environment; or,
- 2) Effective immediately, the committee could be disbanded. If so, information would still need to be shared among the town and fire, law enforcement, and EMS agencies, even if accomplished informally.

In order to provide reasonable notification to Public Safety Committee members, the manager has notified members of the pending Council discussion concerning the committee's future.

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**NOTES:**

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**TOWN COUNCIL COMMENTS / ACTION:**

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## Historical Committee appointments (new)

*Attachment(s): yes*

MEETING DATE: MARCH 8, 2016

### STAFF COMMENTS / RECOMMENDATION:

The Consolidated Committee Ordinance attached to item 9.C. outlines the Historical Committee's purpose, membership composition, membership qualifications, and duties and responsibilities.

Applications are attached for two applicants who have been evaluated and/or interviewed by the Council's subcommittee and the recommendation is for approval. The applicants are:

- 1) Andrew (Andy) Schlosser; and,
- 2) Samuel (Sam) Schlosser.

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### NOTES:

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### TOWN COUNCIL COMMENTS / ACTION:

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**Trails & Open Space Committee appointment (new)**

*Attachment(s): yes*

MEETING DATE: MARCH 8, 2016

**STAFF COMMENTS / RECOMMENDATION:**

The Consolidated Committee Ordinance attached to item 9.C. outlines the Trails & Open Space Committee's purpose, membership composition, membership qualifications, and duties and responsibilities.

An application is attached for Martin Webb who has been evaluated and/or interviewed by the Council's subcommittee. The recommendation is for approval.

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**NOTES:**

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**TOWN COUNCIL COMMENTS / ACTION:**

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**Distribution of local sales and use taxes using per-capita basis**

*Attachment(s): yes*

MEETING DATE: MARCH 8, 2016

**STAFF COMMENTS / RECOMMENDATION:**

The Town of Stokesdale is petitioning Guilford County to change its distribution method of sales and use taxes from the current ad-valorem basis to a per-capita basis; NC counties have a choice between these methods. Stokesdale's resolution and a current comparison of each method's estimated distribution results are attached.

Stokesdale will be hosting a meeting prior to our Council meeting to discuss the idea and Mayor Brown plans to attend. He will report to Council.

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**NOTES:**

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**TOWN COUNCIL COMMENTS / ACTION:**

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