

The Board of Public Works meeting was held on Tuesday, March 16, 2021, at 5:30 pm virtually through Zoom. Dana Palazzo presiding.

**REGULAR MEETING OF  
THE BOARD OF PUBLIC  
WORKS**

Present: Dana Palazzo  
Beth H. Hollingsworth  
Kyla Cox Deckard

**ROLL CALL**

City Staff: Michael Large – Public Works  
April Rosenberger – Public Works  
Matt Smethurst – Engineering  
Russell White – Engineering  
Roy Aten - Engineering  
Patrick Dierkes – Engineering

Beth H. Hollingsworth thanked Michael Large and Russell White and everyone else on the crews for the Downtown Alleys Project and to suggest to everyone to go Downtown to see the clean and well-lit alleys,

**MESSAGES FROM  
BOARD MEMBERS**

**PETITIONS AND  
REMONSTRANCES**

1. **Approval of Minutes – March 02, 2021**
2. **Approve Resolution 2021-03: Declaration of ITS Surplus**
3. **Approve Resolution 2021-04: Declaration of Sanitation Surplus**
4. **Approve 2021 Blanket Noise Permit for Parks and Recreation Community Events**
5. **Approve Noise Permit for 40 Days for Life Rally**
6. **Approve Resolution 2021-05: Approve New Mobile Vendor in Public Right-of-Way (Cup of Joy, LLC)**
7. **Approve Title VI Abatement Contract**
8. **Approve Walnut Street Garage Emergency Work on Elevator Door by Otis Elevator**
9. **Approve Renewal #2 of the Sidewalk Repair Assistance Program with Brad Gilliland Excavating, Inc.**

**CONSENT AGENDA**

- 10. Approve Supplemental Agreement for Lucity Asset Management Software for Fleet Maintenance**
- 11. Approval of Payroll**

**Board Comments:** Hollingsworth questioned whether Palazzo stated the Title VI Contract. Palazzo confirmed.

Cox Deckard made a motion to approve the consent agenda. Hollingsworth seconded. Motion is passed.

Matt Smethurst, Engineering, presented Approve Change Order #4 for the Winslow-Henderson Path and Intersection Improvements Project. See meeting packet for details.

**Board Comments:** None

Cox Deckard made a motion to Approve Change Order #4 for the Winslow-Henderson Path and Intersection Improvements Project. Hollingsworth seconded. Motion is passed.

Russel White, Engineering, presented Approve Change Order #2 for the Downtown Alley Project. See meeting packet for details.

**Board Comments:** None

Hollingsworth made a motion to Approve Change Order #2 for the Downtown Alley Project. Cox Deckard seconded. Motion is passed.

Matt Smethurst, Engineering, presented Approve Award Construction Contract with E&B Paving, LLC for the 17<sup>th</sup> & Dunn Intersection Improvements Project. See packet for details.

**Board Comments:** Cox Deckard wanted clarification that cost was in line with what was anticipated. Smethurst confirmed.

**NEW BUSINESS**  
**Approve Change Order #4 for the Winslow-Henderson Path and Intersection Improvements Project**

**Approve Change Order #2 for the Downtown Alley Project**

**Approve Award Construction Contract with E&B Paving, LLC for the 17<sup>th</sup> & Dunn Intersection Improvements Project**

Hollingsworth made a motion to Award Construction Contract with E&B Paving, LLC for the 17<sup>th</sup> & Dunn Intersection Improvements Project. Cox Deckard seconded. Motion is passed.

Roy Aten, Engineering, presented Approve Award Construction Contract with Crider & Crider, Inc. for the East Discovery Parkway Roadway Resurface and Path Project. See meeting packet for details.

**Approve Award  
Construction Contract with  
Crider & Crider, Inc. for  
the East Discovery Parkway  
Roadway Resurface and  
Path Project**

**Board Comments:** Hollingsworth asked about the road closures and how they would be handled. Aten said the project is a Public Works project so, with approval of the contract, the closure will also be approved. Cox Deckard asked about the detour, asking would this be a flagging situation or a one lane closure. Aten explained that they would have to close an entire lane in order to complete the work. Palazzo asked about the duration of the project. Aten answered that the project has 75 days to be completed.

Cox Deckard made a motion to Award Construction Contract with Crider & Crider, Inc. for the East Discovery Parkway Roadway Resurface and Path Project. Hollingsworth seconded. Motion is passed.

Roy Aten, Engineering, presented Approve Tree Removal Agreement with Monroe, LLC for the Jackson Creek Trail Tree Removal Project. See meeting packet for details.

**Approve Tree Removal  
Agreement with Monroe,  
LLC for the Jackson Creek  
Trail Tree Removal Project**

**Board Comments:** Hollingsworth asked how many trees would be removed. Aten estimated around 40 trees. Palazzo asked when bid are received, that don't meet requirements, if the company is contacted. Aten confirmed and said that he had been in contact with both of the bidders.

Hollingsworth made a motion to Approve Tree Removal Agreement with Monroe, LLC for the Jackson Creek Trail Tree Removal Project. Cox Deckard seconded. Motion is passed.

Patrick Dierkes, Engineering, presented Approve Construction Inspection Contract with Shrewsberry & Associates, LLC for the Discovery Parkway Project. See meeting packet for details.

**Approve Construction Inspection Contract with Shrewsberry & Associates, LLC for the Discovery Parkway Project**

**Board Comments:** None

Cox Deckard made a motion to Approve Construction Inspection Contract with Shrewsberry & Associates, LLC for the Discovery Parkway Project. Hollingsworth seconded. Motion is passed.

Patrick Dierkes, Engineering, presented Approve Preliminary Engineering Contract with Eagle Ridge Civil Engineering Services, LLC for the Downtown Curb Ramps Project, Phase III. See meeting packet for details.

**Approve Preliminary Engineering Contract with Eagle Ridge Civil Engineering Services, LLC for the Downtown Curb Ramps Project, Phase III**

**Board Comments:** Hollingsworth asked when the start date is of the improvement. Dierkes answered that this is just the design for the project so construction date has not been determined.

Hollingsworth made a motion to Approve Preliminary Engineering Contract with Eagle Ridge Civil Engineering Services, LLC for the Downtown Curb Ramps Project, Phase III. Cox Deckard. Motion is passed.

Michael Large, Public Works, presented Approve Extension of Resolution 2020-28: Kirkwood Seating Encroachments. See meeting packet for details.

**Approve Extension of Resolution 2020-28: Kirkwood Seating Encroachments**

**Board Comments:** Cox Deckard questioned the relationship between the governor's order and our ability to restrict the public right-of-way for this usage or if it was because of the duration of time that the right-of-way is restricted. Large explained it is primarily the structures that have been placed in the right-of-way.

Cox Deckard made a motion to Approve Extension of Resolution 2020-28: Kirkwood Seating Encroachments. Hollingsworth seconded. Motion is passed.

Michael Large, Public Works, reported that construction season has begun. He asked the general public to be patient during the construction as we continue to make improvements of the infrastructure of the City.

**STAFF REPORTS AND  
OTHER BUSINESS**

Hollingsworth questioned the parking meter fund that was included in the claims. Cox Deckard responded that it isn't a parking meter fund but bank charges and that is why it isn't on every claims cycle.

**APPROVAL OF CLAIMS**

Cox Deckard made a motion to approve claims in the amount of \$1,873,760.40. Hollingsworth seconded. Motion is passed.

Palazzo called for adjournment at 6:03 p.m.

**ADJOURNMENT**

Accepted By:

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Dana Palazzo, President

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Beth H. Hollingsworth, Vice-President

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Kyla Cox Deckard, Secretary

Date:

Attest to: