



TO: Thomas R. Kneeland
Members of Council
City Attorney

FROM: Dottie A. Franey
Director of Public Service

DATE: January 29, 2016

SUBJECT: Report to Council, February 08, 2016

ACTION ITEMS FROM THE CITY ENGINEER

There are no action items from the City Engineer.

ACTION ITEMS FROM THE DIRECTOR OF PUBLIC SERVICE

ACTION ITEM #1 – Fleet Program Auction Proceeds Supplemental

Appropriation: When we created our current fleet program, we tried to design it to encourage efficient behaviors and discourage waste. One specific issue that had plagued us was what we refer to as “fleet creep.” One negative to fleet creep is when departments acquire equipment that requires regular preventive maintenance even though it is not often used and should actually be rented when needed.

In an effort to encourage each department to “right-size” their fleet, the fleet program includes the caveat that the proceeds from the sale of equipment would be held for future equipment purchases by the department that sold the equipment. For this piece of the program to work, Council action is required to supplementally appropriate the money from the sale of equipment to the proper expense line items so that the funds can be encumbered and spent on future equipment. We have begun performing this action on a quarterly basis. We are currently bringing forward the auction proceeds from 4th quarter 2015.

We are respectfully requesting supplemental appropriations as noted in the table below and the RCA is attached:

4 th Quarter 2015, Sale of Assets (Oct-Dec)			
Department (Current Fund)	Revenue Acct. No. (where revenue is currently located)	Expense Acct. No. (where revenue needs appropriated)	Total Auction Proceeds
Admin (General Fund)	101.140.4641	101.512.5515.001	\$7,075
Parks and Rec (General Fund)	101.140.4641	101.512.5515.003	\$6,281
Streets (Streets Fund)	220.330.4641	220.330.5515	\$33,500
Water (Water Fund)	651.350.4641	651.350.5515	\$999

ACTION ITEM #2 – Insurance Claims Proceeds Supplemental

Appropriation: When damage occurs to City property (vehicle, streetlight, fire hydrant, etc) the repairs are paid out of our current appropriations. Our appropriations are tight and do not necessarily have enough money to cover damage from unforeseen accidents. When we receive the insurance payments, we ultimately want those funds to end up in the expense accounts that paid for the repairs. We have begun performing this action on a quarterly basis. We are currently bringing forward the insurance claims proceeds from 4th quarter 2015.

We are respectfully requesting supplemental appropriations as noted in the table below and the RCA is attached:

4 th Quarter 2015, Insurance Claims Proceeds (Oct-Dec)			
Department (Current Fund)	Revenue Acct. No. (where revenue is currently located)	Expense Acct. No. (where revenue needs appropriated)	Total Auction Proceeds
Fire Hydrants (Water Fund)	651.350.4634	651.350.5333	\$3,392.28

UPDATES

Hamilton Rd Central – The first phase of waterline tie-ins has been completed. The contractor has completed the tie-ins of the new service lines to the private residences. The main line tie-ins for side streets is expected to be completed by 2/12/16. These operations are being coordinated so as to provide minimal impacts to residents.

The week of 2/15/16 the contractor hopes to begin footers for the new box culverts proposed on Hamilton Road. The contractor expects to complete the installation of the box culverts this spring, which will fall in line with the second planned roadway closure on Hamilton Road. This closure will occur early this spring, however, the dates have not yet been determined. As these dates are realized, widespread notifications will be distributed to notify the community of the upcoming impact.

Pavement repairs have been completed and will continue throughout the construction zone to maintain an adequate pavement condition throughout the winter months.

Private Utility Companies continue the process of relocating power lines and installing new gas lines on Hamilton and Clark State Roads.

Somewhat mild winter weather has allowed the contractor to work on storm sewer installations, and waterline thus far, and they are hopeful that this work can continue to proceed throughout the winter months.

2016 Street Program ST-1039 – The annual street evaluation and rating has been completed that identifies maintenance needs for our City streets. The 2016 Street Program will consist of asphalt resurfacing, crack seal, and detroit street rebuilds. Below is the list of streets recommended for the program. Also attached is a map that shows the proposed maintenance areas. The map is color coded so as to identify the type of maintenance for each location.

REBUILD

Brookhaven Dr (Dunbarton Rd to Brookhaven Dr N eastern Ct)
Amesbury Dr (McCutcheon Rd to Lincolnshire Rd)
Dunbarton Rd (Albion Way to Brookhaven Dr E)
Dunchurch (Stygler Rd to Moorfield Dr)
Littlebury Way (Regents Rd to Empire Dr)
Codet Rd (Lincolnshire Rd to Penny Ln)

OVERLAY

Lincolnshire Rd (Empire Dr to Palace Ln)
Harrison Pond Dr (Harkers Ct to Kames Way)
Venetian Rd (Riva Ridge Dr to Venetian Ct)
Venetian Rd (Dark Star Ave to Tim Tam Dr)
Crossing Creek Dr S (Deer Meadow Dr to McKenna Creek Dr)
Crossing Creek Way (Crossing Creek Dr S to Cherry Bottom Rd)

Howland Dr (Highly Ct to Dead End)
Spruce Hill Dr (Rice Ave to Caroway Blvd)
Line Way (Bryn Mawr Dr to Aylesbury Dr)

CRACK SEAL

Morrison Rd (Hamilton Rd to Techcenter Dr)
Riva Ridge Dr (Black Gold Ave to Woodtown Dr)
Riva Ridge Dr (Sugar Hill Dr to Old Pine Dr)
Stonegate Cir (Olde Ridenour Rd to Dead End)
Hamilton Ct (Old Mill Dr to Dead End)
Founders Ridge Dr (Ridenour Rd to Lily Pond Ct)
Chapelfield Dr (Stygler Rd to Armor Hill Rd)
Eastgate Parkway (Taylor Rd to Deffenbaugh Ct)

This project is scheduled to advertise for bid on February 11, 2016.