

Jim Palenick

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ent: Friday, April 26, 2013 12:09 PM
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Subject: Town Manager's Report (#27)

Mayor & Board of Aldermen:

Please accept the following as the **Town Manager's Report for the Week-ended Friday, April 26, 2013.**

- Phase I construction on the water-line replacement project continues to move forward at a steady pace. This week, contractors will be replacing lines along Rhyne, Johnson, and Hoyle Streets. At the point that these three streets are completed, the contractor will then conduct pressure and bacteria tests on each of the lines completed to-date and then pressurize and put them into system operation.
- With regard to Phases II and III, the bids are expected to be publicly opened for Phase II at 11:00 a.m. on Monday, May 13th; while for Phase III, bids will be opened at 1:00 p.m. on May 13th. The packet and Agenda for the next Board Meeting will include action items for award and approval of the Bids for both Phases II and III. We will provide all the background, including budget information, but the Contractor and final bid-award price will be left blank pending actual bid openings. We will bring the bid results to the Meeting and Johnny Denton of Progressive Engineering will be available to answer any questions.
- For Phase IV of the Water-line project, which consists of the CDBG-funded areas of work, we received approval last week for our "Release of Funds", which meant all of the environmental reviews are complete and we can now move forward with advertising for and soliciting proposals for Engineering Design work. To that end, our Grant Administrator (CCOG) will be advertising a "Request For Qualifications" beginning Today and requiring submittals to be returned by May 17th. A staff team will then rank the proposals according to agreed-upon Federal guidelines and make a recommendation for award to the Board for the June 11th Board Meeting. At that June Meeting, it is then anticipated that THE Board will approve a Contract for Design engineering Services for Phase IV, granting a notice to proceed on the Design effective June 17th. The Design is then likely to take several months, with construction beginning in the Late Fall of this year.
- At the close of business on Friday, April 26, (Today), the Bid proposals are due to our Financial consultant for the debt financing for the Water-line Project. Preliminary indications would suggest we may not get many total proposals because of the small size of the issue (+/- \$3,000,000); the small size of the Town and its Water/Sewer customer base; and, because we are pursuing a private placement with a long-term amortization period and no significantly-collateralized backing of the Town, but rather a backing by system revenues. Issuers remain conservative and worry about the political will of elected governing bodies to raise rates appropriately. So, as a result of these circumstances, we may see our final interest rate reflect these negative factors. What we do have going for us is a history of conservative financial management, and healthy Fund Balances as a result. The Debt issuance will need to be approved at the May Board meeting.
- We are working to finalize the list of "pre-approved" plumbing contractors whom Home-owners will be allowed to use in order to participate in the Town reimbursement program for the replacement of private water service laterals along the lines being replaced. Our original budget has established \$70,000 toward the Phases I, II, and III areas and \$50,000 to assist the Phase IV (CDBG) area. As you know, participants will receive 75% of their replacement cost, up to a maximum \$300.00, if they use pre-approved contractors and follow the program guidelines.
- During my absence last week at my Father's funeral out-of-State, the FY2013 electric-line tree-trimming and maintenance contract was finalized and paid out in full. Mackey tree Service received the final, 20% installment (\$15,080) payment on the contract bid price of \$75,400. In addition, Mackey billed for, and received payment

for additional work of \$6,752.00; bringing final total pay-out for the Budget year of \$82,152.00. The contract is now closed.

- Also, since I was absent much of last week, we have shifted the Budget meetings with Department heads to this week, along with Monday of next week. We will still, however, work to keep the rest of the budget development, review, and approval schedule the same as promised previously.
- The Dallas Historic Courthouse Foundation Board will be meeting for the Month of April next Monday, the 29th at 6:00 p.m. at the fire hall. Packets to Board members went out earlier in the week.
- The Planning Board was scheduled to meet on Thursday evening and recommended approval of establishing Zoning for the newly-annexed parcels of land along Lower Dallas Highway. However, a quorum could not be achieved and as a result, the Board will now have to wait until their May Meeting to consider the matter. Assuming a quorum is then achieved in May, an action item will then follow for the June Board of Aldermen Meeting to formally adopt such zoning for these parcels.

Thank You,

Jim Palenick
Interim Town Manager