

City Council Agenda Preview

February 3, 2015

▶ Consent Calendar

- ▶ Item 1: Certification of Warrant Register
 - ▶ City Council reviews and approves payment of City invoices. City invoices totaled approximately \$1.9 million for the time period reviewed.
- ▶ Item 2: Waive Reading of Ordinances and Resolutions
 - ▶ To save time, the City Clerk will read only the titles of any Ordinances and Resolutions on the public agenda.
- ▶ Item 3: Minutes of the Regular Meeting of the City Council Held on January 20, 2015
- ▶ Item 4: Request for Proposals for Park Maintenance Services
 - ▶ City Council will consider approving a Request for Proposals for landscape and irrigation maintenance of all features found in the City's 20 passive parks. The ideal firm would perform landscape/hardscape/amenity repairs, graffiti removal, aeration, over-seeding turf grass, tree management, and pest and rodent control. The company would also limit the use of chemical weed control to conform to best management practices. Proposals are due March 16.
- ▶ Item 5: Second Addendum and Change Order to Master Agreement for EnerGov Permit Automation Software with Tyler Technologies
 - ▶ City Council may approve a second addendum and change order to Tyler Technologies' Master Customer Agreement to add 192 professional service hours to support the proposed Stage 6 system enhancements for EnerGov Software. Stage 6 objectives are to expand online services offered via the Citizen Access Portal (i.e. eLakeforest.com), configure complex Opportunities Study Area development fee schedules, and leverage EnerGov data and functionality to improve internal operations and efficiencies. The EnerGov Project has improved customer service and modernized internal processes. If approved, the additional hours will result in an increase in compensation of \$28,853.
- ▶ Item 6: Bid Documents for Park Restrooms Janitorial Services
 - ▶ City Council may approve bid documents for park restrooms janitorial services with a scope of work to include cleaning and restocking all 12 City park restrooms, daily inspections, refuse collection and disposal, and reporting broken or vandalized fixtures to the City. Bid documents also require the contract to provide identification for both personnel and vehicles to indicate that it is performing business more clearly on behalf of the City. Staff anticipates a contract award in May 2015.

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▶ **Consent Calendar (continued)**

- ▶ **Item 7: Award of Contract for Technical Support of the City's Electronic Document Management System**
 - ▶ City Council may award a three-year agreement to Maris Imaging to provide technical support and software maintenance of the City's Electronic Document Management System (EDMS) which currently contains approximately 3,000,000 images and houses over 100,000 documents. EDMS provides a convenient research and retrieval method for City staff and the public searching for City records. The total contract amount is \$61,528.62.

▶ **Discussion**

- ▶ **Item 8: Consideration of Applicants for the Parks and Recreation Commission**
 - ▶ City Council will interview six candidates for the Parks and Recreation Commission. Applicants will be given three minutes to present their qualifications. Applicants receiving three or more votes will be appointed to the Commission. Newly appointed Commissioners will begin their service at the next regularly scheduled meeting on Thursday, February 19.
- ▶ **Item 9: Consideration of Revised Contract Templates and Potential Restriction of Certain Political Contributions through the Contracting Process**
 - ▶ City Council will consider re-adopting the City's standard contract/agreement templates to ensure compliance with recent State legislation. In addition, the Council may provide direction to staff regarding potential restriction of certain political contributions.