

City of Oswego
City Hall
Location 2nd Floor – Common Council Chamber

Agenda
Administrative Services Committee Meeting
Monday, October 2, 2017
Time: 6:30 p.m.

Roll Call: **Robert A. Corradino, Chairman**
Eric I. VanBuren
Caitlin E. Reynolds
Shawn P. Walker
Nathan S. Emmons

Approve minutes of September 18, 2017 committee meeting.

I. Old Business:

New Business:

Authorization:

1. Fire Chief Randall B. Griffin is requesting permission to hold a Flu Shot Clinic through RITE AID at the Eastside Fire Station on October 11, 2017, from 9:00 am to 1:00 pm, which will be open to the public.
2. City Assessor Sue Deary is requesting permission to transfer the sum of Six Thousand Four Hundred and 00/100 Dollars (\$6,400.00), as follows: \$5,800.00 from A.1355.0450 Fees for Services-Non Employee to A.1355.0101 Personal Services, and \$600.00 from A1355.0450 Fees for Services-Non Employee to A.9030.0800 Employee Benefits.
3. City Chamberlain Deborah Coad requests a Budget Amendment to the Water Fund line item F.8320.0410 in the amount of \$15,000.00 for the purchase of Water Meters.
4. DPW Commissioner Tom Kells requests several transfers within the Department of Public Works budget to cover insufficient funds in various accounts, as well as monies to purchase winter equipment that is still needed. Each transfer request is shown on the attachment.
5. Councilor Corradino is requesting the Common Council approve the transfer of funds from the General Fund Contingent Account A.1990.0460 to the Common Council Contracted Services Account A.1010.0440, in the amount of \$2,100.00 to fund a Winter Parking Survey mailer. Three quotes are attached for consideration.
6. Mayor Barlow is requesting a discussion on a proposal for professional engineering services provided by Delta Engineers, Architects & Land Surveyors for the Oswego River Walk West Enhancement & Market Street Pocket Park. Attachment

7. Mayor Barlow is requesting Council approval to select Barton & Loguidice (B&L) as the qualified firm to prepare scope of services and proposed fee for preliminary and final design, construction support and construction inspection for the Downtown Oswego Route 104 Complete Streets Project, and enter into contract negotiation. Attachment