

Town of Windsor

Memorandum

March 14, 2023

TO: The Honorable Mayor and Town Council

FROM: William G. Saunders, IV, Town Manager *WGS IV*

SUBJECT: Preliminary Engineering Reports for Future Town Water Projects

Background

The Capital Improvement Plan (CIP) and Budget for FY23 include funding for Preliminary Engineering Reports (PERs) for three future town water projects.

Specifics

The three projects identified for PERs are:

Downtown Water Main Project

A project to relocate the 2" water main under Windsor Supply, connect the 8" line from the Rescue Squad to B Avenue, and install fire hydrants.

Taylor Avenue Water Main Project

A project to upgrade and extend the 4" water mains on Taylor Avenue, install fire hydrants, and relocate the water main from under the Farm Bureau Building.

Holland Lane Water Main Project

A project to upgrade the 4" water main on Holland Lane, install fire hydrants, and relocate water meters from the middle of yards.

The proposed cost for the work is \$28,212.00. \$25,000 of American Rescue Plan Act funding is appropriated in the FY23 Water System Capital Improvement Plan and Budget for this work.

It is recommended to appropriate \$3, 212.00 from ARPA Fiscal Year 2023 Unappropriated Fund Balance in the General Fund Operating Budget to the Water Fund Operating Budget Line Project Engineering to make up the balance.

Recommended Motion

Move that Council adopt the resolution entitled:

A Resolution To Enter An Agreement With Bowman Associates Consulting For Preliminary Engineering Reports For Three Future Water Projects And Appropriating The Sum Of \$3,212.00 From The American Rescue Plan Act Unappropriated Fund Balance Of The General Fund And Approving A Budget Amendment For Fiscal Year 2023 For The Expenditure.

RESOLUTION

A Resolution To Enter An Agreement With Bowman Associates Consulting For Preliminary Engineering Reports For Three Future Water Projects And Appropriating The Sum Of \$3,212.00 From The American Rescue Plan Act Unappropriated Fund Balance Of The General Fund And Approving A Budget Amendment For Fiscal Year 2023 For The Expenditure.

WHEREAS, the Town Council desires to enter into an agreement for the creation of Preliminary Engineering Reports for three future water projects; and

WHEREAS, Bowman Associates Consulting is the contracted engineering firm for the Town of Windsor; and

WHEREAS, an additional \$3,212.00 appropriated from American Rescue Plan Act Fiscal Year 2023 Unappropriated Fund Balance in the General Fund Operating Budget required.

NOW, THEREFORE, BE IT HEREBY RESOLVED by the Council of the Town of Windsor Virginia as follows:

Section 1. The Town Manager is authorized and directed to do all things necessary to proceed forward with the agreement with Bowman Associates Consulting.

Section 2. That the sum of \$3,212.00 be appropriated from ARPA Fiscal Year 2023 Unappropriated Fund Balance in the General Fund Operating Budget to cover the expense.

Section 3. That the Water Fund Operating Budget for the Fiscal Year 2023 be amended to include these funds in the Water Department expense line item Project Engineering.

Section 4. This resolution shall be in effect on and after its adoption.

Adopted: March 14, 2023

ATTEST:

Town Clerk