

**CITY OF LAWRENCE**  
**Board of Public Works & Safety**  
**August 22, 2024**  
**George Keller Public Assembly Room- Lawrence Government Center**  
**9001 E. 59<sup>th</sup> Street**  
**Regular Meeting Minutes**

MEMBERS PRESENT: Jim Perron, Barbara Lawrence and Zachary Brown

STAFF PRESENT: Corporation Counsel Amber Finley, Director of Public Works Christopher Wilburn (virtually), Lieutenant Scott Evans, Administrative Assistant Mary Campbell and Board Secretary Renea Rafala

Chairman Perron called the meeting to order at 5:00p.m. and announced a quorum was present.

APPROVAL OF MINUTES OF AUGUST 8, 2024: Ms. Lawrence motioned for approval of the August 8, 2024 meeting minutes. Mr. Brown seconded, and the motion passed 3-0.

UNFINISHED BUSINESS ~ none

NEW BUSINESS:

- a. Lieutenant Evans requested the Certification of the Lawrence Police Department 2024 Session 1 Hiring Process Eligibility List. After discussion, Mrs. Lawrence motioned for approval. Mr. Brown seconded, and the motion passed 3-0.
- b. Approval of Master Service Agreement Letter with Baker Tilly Advisory Group, LP. After discussion with Andre Riley, Baker Tilly representative, Mrs. Lawrence motioned for approval. Mr. Brown seconded, and the motion passed 3-0.
- c. Approval of Scope Appendix to Agreement Letter with Baker Tilly Advisory Group, LP. After discussion, Mrs. Lawrence motioned for approval. Mr. Brown seconded, and the motion passed 3-0.
- d. Mr. Wilburn requested Approval of Change Order #2 for Midwest Paving CCMG 2023-1 for \$89,574.54. This work is completed and during the processing of invoices it was discovered that there were two change orders authorized by a previous employee via email that were not presented to the Board for their approval. Mr. Brown motioned to combine item d and e into one vote. Mrs. Lawrence seconded, and the motion passed unanimously. After discussion, Mrs. Lawrence motioned to approve Change Orders #2 and #3 for Midwest Paving CCMG 2023-1. Mr. Brown seconded, and the motion passed 3-0.
- e. Approval of Change Order #3 for Midwest Paving CCMG 2023-1 for \$15,408.00. This work is completed and during the processing of invoices it was discovered that there were two change orders authorized by a previous employee via email that were not presented to the Board for their approval. Mr. Brown motioned to combine item d and e into one vote. Mrs. Lawrence seconded, and the motion passed unanimously. After discussion, Mrs. Lawrence motioned to approve Change Orders #2 and #3 for Midwest Paving CCMG 2023-1. Mr. Brown seconded, and the motion passed 3-0.

COMMENTS OF ADMINISTRATION: None

CITIZENS COMMENTS: None

ADJOURNMENT: There being no further business to come before the Board, the meeting was adjourned at 5:13pm by unanimous vote of the Board.

  
\_\_\_\_\_  
Jim Perron, Chairman

  
\_\_\_\_\_  
Renea Rafala, Board Secretary