



# CITY COUNCIL SPECIAL/WORKSHOP MEETING

Monday, April 29, 2024 at 5:30 PM

City Council Chambers | 202 N. Virginia Street, Port Lavaca TX 77979

## MINUTES

STATE OF TEXAS §  
COUNTY OF CALHOUN §  
CITY OF PORT LAVACA §

On this the 29<sup>th</sup> day of April, 2024, the City Council of the City of Port Lavaca, Texas, convened in a special and workshop session at 5:30 p.m. at the regular meeting place in Council Chambers at City Hall, 202 North Virginia Street, Port Lavaca, Texas, with the following members in attendance:

### I. ROLL CALL

- |                 |   |
|-----------------|---|
| Jack Whitlow    | Mayor                                   |
| Daniel Aguirre  | Councilman, District 1                  |
| Tim Dent        | Councilman, District 2                  |
| Allen Tippit    | Councilman, District 3                  |
| Rosie G. Padron | Councilwoman, District 4, Mayor Pro Tem |
| Jim Ward        | Councilman, District 5                  |
| Ken Barr        | Councilman, District 6                  |

And with the following absent: None

Constituting a quorum for the transaction of business, at which time the following business was transacted:

### CITY COUNCIL SPECIAL MEETING

### II. CALL TO ORDER

- Mayor Whitlow called the special meeting to order at 5:33 p.m. and presided.

### III. COMMENTS FROM THE PUBLIC

*(Limited to 3 minutes per individual unless permission to speak longer is received in advance. You may make public comments as you would at a meeting by logging on with your computer and using "Join Zoom Meeting" information on first page of this agenda).*

- Mayor Whitlow asked for comments from the public and there were none.

### IV. ACTION ITEMS - *Council will consider/discuss the following items and take any action deemed necessary.*

1. **Consider approval of Final Pay Application and Release of Retainage for the Streets and Drainage Improvements for Port Lavaca Community Development Block Grant–Disaster Relief (CDBG-DR) Phase 2, GLO Contract #20-065-C198. Presenter is Jody Weaver**

Interim City Manager Weaver advised Council that this Pay Request #17 is for the Community Development Block Grant – Disaster Relief (CDBG-DR) Phase 2 Project. This is the Final request and consists of the release of retainage, being \$227,338.57. A copy of the Certificate of Construction Completion dated April 24, 2024 and Final Affidavit from the contractor that all bills have been paid was also presented.

The Final Contract amount is \$4,546,771.46, which is \$12,012.31 greater than the original contract amount (0.3%), reflecting change orders 1 thru 4. Therefore, the overall savings on this Project (Phases 1 and 2) is \$74,941.00 savings from Phase 1) less \$12,013.31 = \$62,927.69. Plus we were allocated an additional \$133,754 of CDBG funds that thereby reduced our local funds contribution by that same amount. This therefore provides a total of \$196,682 (\$62,927 + \$133,754) to fund a second aggregate sealcoat coarse with a potential fog seal as well as other point repairs in the area.

A Final Walk-thru was conducted on April 29, 2024, which resulted in the following punch list items:

1. Backfill behind new curb to fill any low spots so water will drain over the curb from Right-of-Way (ROW).
2. Remove bolt from storm manhole and inlet covers.
3. Sealcoat roads need to be swept again especially at edges and intersections to remove loose aggregate. Several spots in roadway showed signs of aggregate raveling and bleeding. Numerous pavement edges along seal coat/curb interface did not appear to get adequate coverage of asphalt and aggregate. Other areas showed signs of aggregate raveling along the edges. Once brooming of the pavement edges and roadway have been completed, please re-inspect and address any additional seal coat issues such as aggregate raveling and or bleeding.
4. Curb inlets on at Center and Trinity Streets (T1, T1A, T2, T2A), Center and Nueces Streets (N1, N2, N3, N4, and Nueces and MLK Streets (M3) need to fix throat opening as it doesn't match other curb inlets with standard riser and throat opening dimensions.
5. Add two missing concrete flumes on MLK near Nueces at the Cemetery driveway.
6. Raise SS MH cover at Chestnut/Benavides intersection to eliminate low point at cover.
7. Replace solid storm manhole cover with grated cover where low spot exists at manhole cover. Areas noted include Chestnut/Benavides intersection, Chestnut/Colorado intersection. Check other areas after rain event.
8. Fix curb taper near Sta 0+50 on right side of South St.

CivilCorp LLC performed a walk-thru on April 24, 2024 to verify completion of the punch list items and advised that final payment could be made to Lester Contracting, Inc. for this project, in the amount of \$227,338.57.

Motion made by Councilman District 5 Ward

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF PORT LAVACA, TEXAS:

THAT, in accordance with the engineer's recommendation, Council hereby approves the release of retainage for the Streets and Drainage Improvements, Community Development Block Grant–Disaster Relief (CDBG-DR) Phase 2, GLO Contract #20-065-C198 and authorizes the Final Payment to Lester Contracting, Inc., in the amount of \$227,338.57, a copy which is on file in the office of the City Secretary, in its entirety.

Seconded by Councilman District 6 Barr

Voting Yea:

Councilman District 1 Aguirre, Councilman District 2 Dent, Councilman District 3 Tippit, Councilwoman District 4 (Mayor Pro Tem) Padron, Councilman District 5 Ward and Councilman District 6 Barr

**V. ADJOURN SPECIAL MEETING**

Mayor Whitlow asked for motion to adjourn.

Motion made by Councilman District 6 Barr

Seconded by Councilwoman District 4 (Mayor Pro Tem) Padron

Voting Yea:

Councilman District 1 Aguirre, Councilman District 2 Dent, Councilman District 3 Tippit, Councilwoman District 4 (Mayor Pro Tem) Padron, Councilman District 5 Ward and Councilman District 6 Barr

Special Meeting adjourned at 5:45 p.m.

**WORKSHOP SESSION**

**VI. CALL TO ORDER**

- Mayor Whitlow called the workshop to order at 5:45 p.m. and presided with the following announcement:

**VII. COMMENTS FROM THE PUBLIC**

*(Limited to 3 minutes per individual unless permission to speak longer is received in advance. You may make public comments as you would at a meeting by logging on with your computer and using "Join Zoom Meeting" information on first page of this agenda).*

- Mayor Whitlow asked for comments from the public and there were none.

**VIII. ITEMS FOR DISCUSSION - *Council will discuss the following items***

- Presentation from VC3 regarding review of IT Managed Services. Presenter is Justin Weatherly**

Council discussed this agenda item.

No action necessary and none taken.

2. **Presentation from the Development Services Department regarding the objectives and proposed policies of the Lawn Library program. Presenter is Derrick Smith**

Council discussed this agenda item.

No action necessary and none taken.

**IX. ADJOURN WORKSHOP**

Mayor Whitlow asked for motion to adjourn.

Motion made by Councilman District 2 Dent

Seconded by Councilwoman District 4 (Mayor Pro Tem) Padron

Voting Yea:

Councilman District 1 Aguirre, Councilman District 2 Dent, Councilman District 3 Tippit, Councilwoman District 4 (Mayor Pro Tem) Padron, Councilman District 5 Ward and Councilman District 6 Barr

Workshop adjourned at 6:34 p.m.

ATTEST:

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Jack Whitlow, Mayor

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Mandy Grant, City Secretary