

Public Works Committee
COMMITTEE REPORT



MEETING: Public Works Committee Meeting – 16 JAN 2024
Present: P8 Mark McClinton, Chair; P1 LeAnn Durfey, P2 Justin Haschke; P6 David Baskett
Absent: None
DEPARTMENT: Public Works
STAFF CONTACT: Nick Williams

Agenda Item 3: Review Proposal with LJA Engineering for Development Review Services

Discussion: A professional services proposal with LJA Engineering was presented for general professional engineering services to be performed on a task order basis that would be primarily used for development reviews across multiple engineering disciplines for plat and development plan reviews, but would also allow for assistance with other services like code updates, planning, design, etc. with prior staff authorization. It was noted that initial review times would remain consistent with 10-14 calendar day turnaround times.

Committee Action: Following discussion, a motion was made by Mr. Baskett, seconded by Mrs. Durfey, to forward a positive recommendation to the full council to approve the agreement as presented.

Recommendation: The committee voted unanimously to forward a positive recommendation to the full council to approve the professional services agreement with LJA Engineering, Inc. as presented.

Agenda Item 4: Review Proposal with Raftelis for Stormwater Rate Analysis Services

Discussion: A professional services proposal with Raftelis Financial Consultants, Inc. was presented to develop long and short-term financial plans for the stormwater utility. It was noted the current stormwater rate structure and calculation methodologies would also be reviewed and recommendations would be presented as well as a specific 5-year rate structure to meet prioritized funding goals. Raftelis would also review and provide recommendations to the existing code of ordinances. It was noted the proposal is under the amount allocated in the approved FY23-24 budget.

Committee Action: Following discussion, a motion was made by Mr. Haschke, seconded by Mrs. Durfey, to forward a positive recommendation to the full council to approve the agreement as presented.

Recommendation: The committee voted unanimously to forward a positive recommendation to the full council to approve the professional services proposal with Raftelis Financial Consultants, Inc. as presented.

Agenda Item 5: Review FY23-24 Rates for Upper Leon River Municipal Water District

Discussion: The proposed rates for the Upper Leon River Municipal Water District were presented. It was noted the annual Raw Water charge is the dollar-for-dollar pass thru cost from the Brazos River Authority (BRA) for Stephenville's allocation of 1862 acre-feet (AF) of raw water as a part of a District contract with the BRA and that the \$174,097.00 charge was approved in the adopted FY23-24 budget.

Committee Action: Following discussion, a motion was made by Mr. Haschke, seconded by Mr. Baskett, to forward a positive recommendation to the full council to approve the rates as presented.

Recommendation: The committee voted unanimously to forward a positive recommendation to the full council to approve the rates with the Upper Leon River Municipal Water District as presented.

Agenda Item 6: Review Long Street Reconstruction Project Change Orders

- Discussion:** The proposed Change Order No. 5 was presented for the Long Street Reconstruction Project. It was noted that, if approved, the cost of the change order would be split between the Public Works and Parks Departments with the Public Works construction rerouting the sidewalk in front of the Rec Hall and the Parks portion being the reconstruction of the steps in front of the Rec Hall to provide ADA compliant access to the building. It was noted the project is trending under budget and the Parks portion of the cost would be reallocated from a bathroom renovation project that was on hold.
- Committee Action:** Following discussion, a motion was made by Mr. Baskett, seconded by Mrs. Durfey, to forward a positive recommendation to the full council to approve the change order as presented.
- Recommendation:** The committee voted unanimously to forward a positive recommendation to the full council to approve Change Order No. 5 as presented.

Agenda Item 7: Review Harbin Drive Reconstruction Project Change Orders

- Discussion:** The previous, existing change orders for the Harbin Drive Reconstruction Project were reviewed. The proposed Change Order No. 7 was presented noting the traffic signal controller at the intersection of Washington and Harbin. It was noted that while the traffic signal controller was shown on the plans, there was no mechanism in the bid specifications to account for the cost of the controller as it was simply overlooked and unaccounted for by the design engineering firm. It was further noted funds previously allocated for annual street maintenance will cover the cost of the proposed change order with approximately \$104,552 to address additional unknowns encountered in the project.
- Committee Action:** Following discussion, a motion was made by Mr. Haschke, seconded by Mrs. Durfey, to forward a positive recommendation to the full council to approve the change order as presented.
- Recommendation:** The committee voted unanimously to forward a positive recommendation to the full council to approve Change Order No. 7 as presented.

Agenda Item 8: Discuss Construction Contractor Protocol

- Discussion:** The committee and council members discussed experiences where private contractors had utilized private property without permission from the property owners. The committee and staff discussed options to require contractors to acknowledge permission requirements when obtaining permits to perform work in the public right-of-way,.
- Committee Action:** No action was taken.
- Recommendation:** No committee recommendation was provided, however, modifications to the existing Right-of-Way Permit application have been assembled for contractors to acknowledge a list of “Do’s and Do Not’s” when performing work in the public right-of-way.