

PLATINUM ROADS PANEL MEETING (CITY HALL)
February 16, 2023; 5:30 PM
Woodcreek, Texas

MINUTES

CALL TO ORDER

Chair Abney Called the Meeting To Order at 5:30PM

ROLL CALL and ESTABLISH QUORUM

PRESENT

Chairperson Cody Abney
Vice-Chairperson Ed Fleming
Panelist Jill Bloom
Panelist Jack Boze
Panelist Rogers Holt
Alt. Panelist Aurora F. LeBrun
Council Liaison Linnea R. Bailey

ABSENT

Alt. Panelist Joe Kotarba

STAFF PRESENT

City Manager, Kevin Rule
City Secretary, Suzanne MacKenzie

PUBLIC COMMENTS

None were offered.

CONSENT CALENDAR

1. Approval of Regular Meeting Minutes from January 19, 2023.

Motion was made by Member Boze to approve the minutes from the January 19, 2023 meeting. (2:10) Motion was seconded by Vice-Chair Fleming.

A roll call vote was held.

Voting Yea: Vice-Chair Ed Fleming, Panelist Jill Bloom, Panelist Jack Boze, Panelist Rogers Holt, Chairperson Cody Abney.

Motion Passed: 5-0-0.

REPORTS FROM OFFICERS AND COUNCIL LIAISONS

Report by Platinum Roads Panel Liaison.

The timetable was reported to Council.

Report by City Manager.

City Staff sent out the RFP for Chip Seal Project on the February 10th, and it was also posted on CivCast. A notice of the bid process was posted in the Wimberley View newspaper and individual letters were sent to the list of prospective bidders provided by Council Member Bailey.

Dates to remember regarding the Chip Seal Project are: February 27th is the Pre-Construction Meeting; March 15th at 2P, bids are due and will be opened at City Hall. On the panel to review bids are Chairperson Abney, Council Liaison Bailey, himself and Ryan Thomas from K.Friese; March 30th will be a Special Platinum Roads Panel Meeting to vote on contractors. Finalists for Panel voting will be scored and recommended to the Panel based on their bid applications. April 12th Council Meeting will receive the recommendation from the Roads Panel.

Clarification during discussion of the report:

Unit Pricing will be listed on the bid packages, bid packages will be date and time stamped upon receipt and the Panel will be provided the Contract Finalists one week before the Special Platinum Roads Panel Meeting on March 30. All questions that the contractors have should be directed to Ryan Thomas at K.Friese. The Chip Seal Package Award selection needs to be complete before the Bond Package can be drafted.

By using CivCast, the Roads Panel and the City of Woodcreek are providing full transparency for the project, as this online platform is widely used "common practice" in the construction field. The Chip Seal Bid Package is also available on the City Website and at City Hall. Anyone who uses the City Website or obtains a paper copy must submit the package to Ryan Thomas.

Chair Abney asked for a volunteer to enter the line item pricing into an Excel spreadsheet for comparison with the Short Listed Contractors. Council Liaison Bailey volunteered to complete this task.

Aaron Jones will Hays County will be asked to perform a "bid review" throughout the Bid Process: Bid Review Pre Award, Quality Assurance and Quality Control at the Beginning, Middle and End of the Construction Project (Final review before acceptance). He may be aware of any "flags" in previous performance of the contractors seeking the bid.

Kevin Rule continued with a report on the Drainage Project. There was a very successful Neighborhood Meeting with the residents of Westwood and Brookhollow Drives. After a walk-through of the area, City Manager Rule walked it a second time with K.Friese who had not been out to the area as of yet.. After the tour, it was determined that the Drainage Project is larger than originally anticipated and the proposal will be redrawn, acknowledging that areas to be addressed include the drainage onto Lot 9 as well as down Brookhollow Drive, approximately 4 homes from Hog Creek due to the current flow of the water.

City Manager Rule wanted to mention the brush pick up, as it relates to City Rights of Way. Waste Connection has been picking up brush piles throughout the City, with approximately 40 loads having been picked up in the first 4 days. The piles that cannot be picked up by Waste Connections will be addressed by a secondary vendor. Additional vendors are clearing the canopies up to 16 feet. The Golf Course is clearing its own property, but the City has provided dumpsters for them to use, as a Community Partner Initiative.

Report by City Secretary. - None provided. But asked for clarification of meeting dates in March. It was determined that the Regular Platinum Roads Panel Meeting will not be held on March 16.

SPECIAL ORDERS – None

UNFINISHED BUSINESS AND GENERAL ORDERS – None

NEW BUSINESS

Discuss and Take Appropriate Action on Our Understanding of Street Repair Composition and Type in Relation to Road Type and Usage Through Streets Versus Cul de Sacs.

Discussion of the number of streets to chip seal and phases of repair. Out of 34 streets in the City, Council Liaison Bailey states that 18 are cul-de-sacs. Council Liaison Bailey provided a report of estimated traffic counts throughout the City to assist in the repair project needs.

City Manager Rule stated that K.Friese will complete a new study of the City's streets before they prepare the Bond Bid Package.

Chair Abney suggested that the Panel Members study the data provided and visit the streets and talk about it at the next meeting. He also suggested a one-week survey with a traffic counter on every street to provide additional data to Council.

No action was taken on this item.

Discuss and Take Appropriate Action on Preliminary Planning for City Street Maintenance Program(s).

City Manager Rule would like to create a **CIP** – Construction In Progress budget item, a Fund that would be used for Street Maintenance. It would be part of the annual budget that would receive allocations from the General Fund, based on ad valorem taxes. The Street Maintenance Fund would also be a committed fund, whose intended purpose is only for streets.

Chair Abney asked if there was a way to ensure the continuation of the Fund through Future Councils. City Manager Rule will look into options. Chair Abney also mentioned the need for an amortization schedule/actuary schedule that would enable a calculation of the annual fund amount.

An option for a Maintenance Contract may be to offer it to the original contractor.

No action was taken on this item.

Discuss and Take Possible Action on A PRP Workshop and/or Field Survey to Potentially Prioritize Phase 2(Bond Fund) Street Repair/Overlay.

Chair Abney made the suggestion to hold a Workshop after the Panelists have an opportunity to study the traffic patterns in the City.

ANNOUNCEMENTS – None

ADJOURN

Chair Abney Adjourned the Meeting at 6:08PM

Cody Abney, Chairperson

Suzanne Mac Kenzie, City Secretary