

Roads and Drainage Meeting Minutes

Thursday April 27, 2023 @ 4:00 pm

R&D Members

Alex Scanlon (Co-Chair)
Thomas Haaland (Co-Chair)
Richard Sowrey (Secretary)
Tony Peterson (Absent)
Vacant (Member Needed)

Council / City of CLS

Randy Chronister (Council Liaison)
Building Official (Not represented)
Brad Goudie (City Administrator (CA) - Absent)

Guests

Mike Pantoja

The Roads and Drainage meeting was called to order at 4:12 pm on 4/27/2023.

Various Status Reports

RFP's

CA will be proposing a purchasing policy change to city council. This change will allow the city to accept electronic bid submissions to RFP's.

Narcissus RFP is ready to publish after policy change is approved. CA would like to send out drainage RFP around same time.

Stripping for Danial Dror is complete as of 4/27/23.

Kemah agreed to maintain the extension of Dror Rd to 518.

R&D agreed to get further details at the next meeting.

The city will be responsible for the existing road to the south of Home Depot.

CA noted that there may be a state statute that any public works done for the city must have plans issued by a Professional Engineer (PE) and have PE oversight during execution.

It is unclear how it applies to existing road maintenance projects.

AS has published generic drawings that need to be stamped to become a standard city package.

Maintenance

Angel baths for IVY/Oak are in production.

Engineering Companies

The following engineering firms have been identified for further evaluation.

McManus & Johnson Engineers

ARKK Engineers

Shelmark Engineering

Copies of each of the engineering companies' web pages were distributed for review.

R&D agreed to review the results of the company that is chosen to carry out the CLR bridge repair study and then make a recommendation on retaining the city engineering contractor.

Notice for R&D meetings.

A copy of the CLS ordinance governing the timing to submit the R&D agenda was presented for review.

R&D agreed to adhere to the ordinance requirement of posting the agenda five days prior to the scheduled meeting.

Committee Vacancy

Mike Pantoja attended the meeting as a possible new member.

He would occupy the position of the previous member's tenure that will lapse on 9/30/2023.

Mike will consider joining R&D and let us know.

Road Condition Survey

RS presented a drawing of the roads within the residential limits of the city. It is divided into five sections and each section is assigned to one member.

Section 1 is Vacant.

Section 2 to T Haaland

Section 3 to T Peterson

Section 4 to R Sowrey

Section 5 to A Scanlon

R&D agreed to begin surveying each section to record any pavement or drainage issues. The previously used reporting spreadsheet will not be used. Each section member will report issues manually.

The issues will be added to the "Pavement and Drainage Problems List.

The results of the survey will be carried out prior to the June meeting.

The PMG assessment will be used to prioritize future pavement projects.

AS noted that the CA should be up-to-speed on PMG management within 6months. Payment of the \$3500 yearly fee will be updated.

In addition, the completion of two road sectors (Juniper and Blue Point) will need to be forwarded to PMG to update the database.

Consider adding long term maintenance issues to the additional PMG spreadsheet column that provides a cell for each road segment.

It was noted that the CA may have some of his own suggestions and recommendations for handling road and drainage maintenance.

Ten Year Plan

RS presented the latest ten-year plan Rev 11-5.

The minor changes to the spreadsheet were made in the outlying 5 years.

They were made to balance the budget by moving the Heavy Haul roads projects into later years.

The 2022-23 year of the plan was not altered.

No changes were made to the spreadsheet during the meeting.

AS noted that the details for FY 23-24 needs to be pinned down by June to be included in the October budget.

Pavement and Drainage Problem List

RS presented the updated "Pavement and Drainage Problem List".

He showed four items that have been completed and were removed from the list.

One item was added to the list. A resident had a drainage concern at 631 Oak. CA will review the concern and will report at the next meeting.

Any other business

RC will consider keeping the position of city council liaison to R&D.