

Roads and Drainage Meeting Minutes

May 25, 2023, at 4:00 PM in City Hall Conference Room

R&D Members

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

Council / City of CLS

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

Guests

Mike Pantoja

The Roads and Drainage meeting was called to order at 4:14 pm on 5/25/2023.

Various Status Reports

RFP's

CA to propose a purchasing policy change at the June city council meeting. This change will allow the city to accept electronic bid submissions to RFP's.

Narcissus pavement RFP and drainage RFP will be combined to have one project. CA will send out both RFP's at the same time.

CA and AS are working on clarifying the compliance with city ordinances regarding plans issued by a Professional Engineer (PE) and PE oversight during execution. AS has published generic drawings that need to be stamped to become a standard city package.

CA and AS are working on an RFP covering the CLR bridge approaches. The priority for this project will be raised. According to the CA, this change will not delay other projects such as Narcissus Road, Angel baths on Ivy/Oak, etc.

Maintenance

Angel baths for Ivy/Oak are partially complete.

The first one on the south side is virtually complete while the other two are on back order.

Engineering Companies

Engineering firms have been identified for further evaluation. CA and R&D will choose one to carry out the bridge study. Based on the performance of the firm, they may be chosen to carry out the Narcissus Road project.

Notice for R&D meetings.

R&D will post the new meeting agenda five days prior to the scheduled meeting.

Committee Vacancy

Mike Pantoja will join the R&D committee after being confirmed by city council at its next regularly scheduled meeting.

Road Condition Survey

The following members will be responsible for reporting on the five city sections.

Section 1 to M Pantoja

Section 2 to T Haaland

Section 3 to T Peterson

Section 4 to R Sowrey

Section 5 to A Scanlon

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

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

In addition, the completion of two road sectors (Juniper and Blue Point) will 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.

CA is expected to have some of his own suggestions and recommendations for handling road and drainage maintenance.

Ten Year Plan

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

RS noted that the city contribution is escalated by 5% per year and \$111,300 will be recommended to council as the city supplement.

Pavement and Drainage Problem List

The "Pavement and Drainage Problem List" was reviewed.

The resident concern at 631 Oak will be reviewed by the CA and he will report at the next meeting.

The resident at 920 Grove reported ponding at the pavement after adding an impervious surface in the right-of-way. This addition was approved by the city contract building inspector. No future similar additions will be permitted by the CA.

A solution to the ponding, recommended by AS, is to sculpture the north ROW in the direction of CLR to allow the existing rainwater to drain.

In addition, the ponding on the south side will be addressed by clearing the drain that appears to be blocked.

The issue of ponding is listed in the Pavement and Drainage Problem List and has been a concern for over three years.

Any other business

RC was confirmed liaison to the R&D by the city council at the May 16th meeting. We welcome his continued service to R&D.

Meeting Closed

The meeting was adjourned at 4:48 PM.