

**ROADS AND DRAINAGE MEETING MINUTES  
THURSDAY OCTOBER 20, 2022 @ 4:00pm**

**Members R&D**

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

**Council / City of CLS**

Randy Chronister (Council Liaison)  
Jason Ellison (Building Inspector)  
City Administrator (Not represented)

**Guests**

None

**The Roads and Drainage meeting was called to order at 4:11 PM on 10/20/2022**

**1) City Administrator**

**Discussion on how R&D will work in the interim**

Mayor Kurt Otten (KO) will fill the position of City Administrator (CA) temporarily.  
City will begin recruiting effort to find replacement long term.  
A short-term hire is anticipated within a few weeks.  
To expedite, other alternatives were discussed to get RFPs distributed.  
R&D to be involved in reviewing and selecting proposals.

**2) Engineering Companies**

**City Administrator was going to get Master Agreements with various engineering companies.**

This task was not completed.  
R&D to request that KO contact the following companies for master agreements.  
Midtown Engineering  
Binkley and Barfield  
Cobalt  
Others  
Alex may be able to contact these companies if approved by KO.

**3) R&D funding status vs City priorities**

**Update 10-year R&D budget to take additional projects into account.**

RS presented the updated 10-year budget to show the revised funding challenges.  
CLR bridge sidewalks and approaches on north and south sides.  
CLR upgrade to concrete  
Heavy haul roads replacement to concrete.  
Hawthorn drainage at Deep Hole Park project.  
R&D discussed the need for detention when paving the two 2094 parking lots.  
Jason agreed to check with the county if detention is needed in this case.  
RC to check with city attorney on need to provide detention for county and city.

**4) Discussion on road maintenance for Narcissus**

**Update on progress for outstanding RFP's**

Narcissus Road Full Depth Reclamation (FDR) and ditch maintenance project RFP.  
TH will update the RFP and send it to R&D members and to AS for review.  
Once the RFP is ready, it will be sent to the interim CA for release.  
R&D agreed that the RFP be released for proposals as soon as possible.  
Cross-culvert details on Narcissus and Ivy

RS presented the proposed RFP for the Narcissus Cross Culvert project.  
AS noted that he will make minor changes and forward to the interim CA.  
R&D agreed that the RFP be released for proposals as soon as possible

**5) Check Valves on Outflow Culverts**

**Update status for RFP to install Tideflex (or similar) test case at Ivy and W Shore.**

TP will update the RFP and send it to R&D members for review.

Contractor noted that to get good measurements, low tides are needed and this is best done during the winter months.

Although important, the urgency is low because of the winter timing.

**6) Complaints**

**There is a complaint at 214 Blue Point where water puddles (the large depression we initially thought got better).**

RS agreed to contact Derk Harmsen, the BP contractor, and describe the issue. He will ask them to review the issues and offer any contractor's suggestions.

**There is an issue at 626 Pine, where the resident has drainage ponding issues after a new residence was built.**

Part of the issue was solved by putting in a French drain, but it didn't fix the problem.

Either a swale along the south side of the new property is needed or an unsightly ditch or Type A inlet is needed at the city ROW.

TH agreed to contact the resident to explain alternatives and ask them to contact the building inspector for further information.

The original approved drainage design was not followed during construction.

**7) Clear Lake Road**

**Tanya Rogers to update status of RFP for Clear Lake Road approaches on both sides of the bridge.**

The RFP was deferred till the next meeting

AS noted that he will make minor changes when the RFP is available and he will forward it to the interim CA.

Approaches was defined as from the bridge to Birch plus the 10 ft of asphalt on the south side of the bridge.

R&D agreed that the RFP be released for proposals as soon as possible.

**Alex Scanlon to update status of bridge refurbishment study.**

AS presented a copy of the RFP for the refurbishment study.

He thought that it can be released as presented.

AS noted that he will forward the RFP to the interim CA.

R&D agreed that the RFP be released for proposals as soon as possible.

**Discussion for how to include a sidewalk to Birch and pedestrian bridge.**

R&D discussed the addition of a sidewalk along the east side of CLR that would tie into the proposed pedestrian bridge.

An R&D majority voiced support although there was a vote against.

The sidewalk would extend south from Birch to the bayou and then pick up again on the south side of the bayou to Aspen.

An RFP will be written to cover this project.

**Do we engage High Tide now to get elevation for CLR from bridge to Forest?**

R&D agreed to get elevation data on the East and West sides of the full length of CLR and the side roads to the first stormwater inlet box both sides.

There was also discussion on flooding problems along Hawthorn to Deep Hole.

R&D agreed to tackle this as a separate project.

RS will add the project to the 10-year plan.

R&D agreed to get HT elevation data in this area.

The subject of what should be the definition of "Heavy Haul Road" means.

All agreed that E, N, W, and S Shore Road fits the definition.

These roads would then become concrete in the future.

Ivy, Forest, and Juniper, being through streets, may be considered.

R&D agreed to wait on these roads to decide if they should be

Converted to a concrete road.

**8) Scheduled repairs update**

**Do we need checklists to ensure we capture our work?**

R&D agreed to maintain a checklist of pavement & drainage problems in the city,

RS noted he made a list in June 2021 and gave it to the previous CA.

He will send a copy to the committee for members to update.

RC suggested that the R&D Liaison could birddog the work with the CA.

**"Angel Baths" on 1026 Ivy & Oak**

RS presented the proposed RFPs for the 304 Oak and 1026 Ivy / Oak projects.

AS noted, that he will make minor changes and forward to the interim CA.

R&D agreed that the RFP be released for proposals as soon as possible.

**9) Any other business**

There was none.

The meeting was adjourned at 6:32 PM.