

Public Works Committee Meeting Minutes

5/29/20

10:40am to noon

Members present: Claudia Wilson, Judy Graci, Bill Wilson, Jan Yenawine

Next Meeting: June 5, 2020

Bill and Jan surveyed all streets and roads in Volente on 5/15/20 and 5/26/20.

Signage is a maintenance issue. Signs are regulatory and are health/safety issues.

List of missing signs:

1. City Limit Sign on Lime Creek Road
2. Speed Limit Sign on Lime Creek Road
3. 5 Stop Signs have been removed. Posts remain.
4. 13 No Parking Signs (knocked over, faint lettering, or removed)
5. 1 flat directional sign
6. Some street signs are missing but will be addressed after the above signs are taken care of
7. Line of Sight Signs. Signs completely covered by brush; there is one sign on Dodd buried in brush. Intend to have brush cutting around signs part of installation.

Because summer season has started, signs need to be taken care of ASAP for safety reasons.

Bill and Jan to provide a complete pricing package for signs, poles, installation including removal of brush around line of sight signs by June 5th. The Finance Committee Chair will be notified of pricing by June 5th as well.

Once package is complete, it will be presented to Council by the first week in June (Special Called Meeting to be called). If Council approves pricing for signage, then signage and line of sight brush clearing to be complete by end of June before the July 4th weekend.

Residents are to call the City Secretary when maintenance issues arise-relating to signs, pot holes, etc. The City Secretary is to call the Chairman of the Public Works Committee who will contact the selected contractor. Maintenance should be documented and placed in Public Works file in the City Hall.

Recommendation for roads:

All roads to be crack sealed and then chip sealed. Dirt build up on edge of pavement should be removed first. Eroded shoulders should be repaired along with the removal of grass growing in edge of pavement, too, before crack and seal process.

Mowing:

Oct. 2016 Landscape Ranch Services \$1500.00

Aug. 2017 Clearwater Commercial Landscaping \$2120.00

July 2018 Travis County \$1062.00

March 2019 Travis County \$1196.00

Herbicide:

Aug. 2017 Clearwater Commercial Landscaping \$1000.00

Tree Trimming:

Aug. 2017 Clearwater Commercial Landscaping \$4300.00

Robert Nelson did ROW Maintenance, drainage for VOV but do not know when or the cost. Bulmaro Gonzales and Chais McKenzie received multiple payments for tree trimming in 2017 and 2018.

Judy Graci has called Clearwater Commercial Landscaping several times but they have not returned her calls. Judy Graci thinks once a contract is signed for mowing, herbicide, tree trimming it will take 2 or 3 weeks before services can be provided.

Crosswalk at Wharf Cove:

Public Works is responsible for all markings on roads but overlap with the Public Safety Committee. Sourcing contractors to repaint because of safety issue and summer season.

Travis County ILA:

Claudia Wilson contacted Scott Lambert at Travis County regarding an updated ILA with the VOV. He said that usually the ILA "carries over" but now that there is an added 30 to 35% management fee, it is necessary to update the ILA. Even with this added management fee, he said that often Travis County is still cheaper than independent contractors.

Scott said that the VOV roads are not in that bad of shape. He doesn't think Village needs a crew for crack seal because cracks are not big enough. One crew can address small cracks and chip seal. He is going to forward information on new products that are better, in his opinion, than the traditional chip seal used today. No loose gravel. But, no vehicles can use roads for 4 hours; contractors provide golf carts to cross roads needing to cure. A paving plan can be done in one bid, according to Scott.

David Hunter of Travis County forwarded Claudia's request for a revised ILA to the County Attorney's office.

The revised Travis County ILA was sent to Mayor Nace on May 29, 2020 to be delivered to our City Attorney for review. Currently, the administrative charge is 19.71% as verified by TNR's Finance Services Department. It is David Hunter's understanding that the rate could change annually at the beginning of the fiscal year when new budget rules are adopted. He also assumes that it could be changed more frequently if the Commissioners Court decides a change is needed.

Committee discussed difference between maintenance items (pot holes, signs, minor drainage, etc.) which should not go through a lengthy bidding process due to safety concerns and major

work which does require bids (row mowing, tree trimming, brush cutting, chip and seal, herbicide, etc.).

There are advantages of using smaller contractors for maintenance because of Volente's size and location (costly for contractors to set up and remove their equipment).

Committee is looking at contractors, private companies as sources for signs, sign posts, etc.

Committee is pulling data together and will catalogue bids, identify sites needing repairs and which contractor would be best to address repairs.

Committee wants to present complete packets to Council to expedite process. Committee will work hand in hand with Finance Committee. Committee doesn't want projects to fall through the cracks.

Goal is to complete all outstanding road work in 6 months and to communicate with the VOV with a schedule of what work is being done.