

Public Works Committee Meeting Minutes

6/5/20

Call to order at 10:32am

Roll Call: Claudia Wilson, Bill Wilson, Judy Graci, Jan Yenawine present.

Adjourned at 11:31am

Claudia reviewed and gave update concerning the Travis County ILA.

1. May 29, 2020-Mayor was requested to send Travis County ILA to VOV City Attorney. Informed David Hunter that ILA was on its way to our Attorney for review. I also asked David if Travis County could submit an estimate before the ILA was signed.
2. June 1, 2020-David H. sent me Kevin Kunkel's name to contact regarding an estimate. Kevin Kunkel is the Road Maintenance Manager at West Service Center. David said that estimate process could begin but that no work could be done until an ILA was signed and funds deposited with Travis County. Also, an estimate is good for 30 days. If ILA not signed or funds deposited within the 30 days, then estimate could change.
3. June 3, 2020-Claudia sent David an email stating that Public Works Committee will wait to ask for estimates until the Travis County ILA is on the VOV Council agenda. Claudia asked about the resolution David has requested. Claudia wanted to know who draws resolution up and requested a resolution template that the VOV could use.
4. David sent an attached template of a resolution from San Leanna, TX.

Correspondence regarding the Travis County ILA from our City Attorney, Cristian Rosas-Grillet:

1. June 2, 2020--confirmation that he had received the Travis County ILA to review.
2. June 5, 2020--From Cristian: "Overall, ILA looks good. Need to make some edits to the indemnification provisions of the agreement. Requested prior copy of the VOV ILA. Substance of Resolution is appropriate. Just needs an update to conform with VOV formatting standards. Questioned bidding or proposal requirements outlined in Local Government Code, Chapter 252. How does proposed purchase of signs interact with Travis County ILA?"
3. June 5, 2020-Wants to discuss with Travis County Section 2(b) in ILA and Section 791.014 Again, asking for VOV's policy for purchases under 50k

Judy Graci talked to Kit Hopkins on the Finance Committee about funding signage (signs, poles, hardware, installation). Kit said to get bids for all signage maintenance and to provide a map or list of missing signs or those in need of repair. Currently, line budgeted item for signage is 2k; Public Works Committee to present to Finance Committee an estimate of the monies needed above the 2k budget. The Finance Committee will decide where to pull funds from to pay for signage if Council approves P.W.C's suggestions.

Bill and Jan have driven all roads in VOV twice to look at signage. They have looked for sources that are MUTCD compliant (state mandated regarding reflection, breakaway poles, materials, etc.) Found 3 suppliers of signs. One supplier was lowest in price, state compliant and offered free delivery). Signs from this supplier are in stock and can be shipped by next day.

Breakaway posts are required by Texas and they are readily attainable. Bill looked at 3 companies which provide posts, anchors for posts, and hardware. One is out of San Antonio with a distribution center in San Marcos. The other two companies are located in the Northeast.

Labor for installation of both signs and posts discussed. Neither Bill or Jan could find a contractor to replace or repair signs by deadlines Committee set. Robert Nelson is the only source to get it done by deadlines. Robert is bondable, has insurance and has done work for VOV before. Robert will also clear line of sight for those signs he installs.

Bill has created a spreadsheet for signage. Stage One: July 1st deadline. Replace 5 stop signs and a directional sign with brush clearing around signs.

Stage Two: August 1st deadline. replace all other signs (no parking) Stage Three: Sept. 1st deadline. Lime Creek City Limit sign and Lime Creek Speed Limit sign . Stage Three may require VOV agreement on how signs look.

Bill suggested that the PWC create a system for the VOV residents to make comments, requests, complaints, etc. regarding signage and other road maintenance.

The mayor will be contacted regarding the use of Chris Mackenzie to brush clear signage that requires it. Robert Nelson to brush clear those signs he installs. Locations will be provided. Chris presently maintains park and City Hall grounds.

Motion was made by Claudia, Judy seconded it and all members in favor:

Motion made for Robert Nelson to install and maintain signage as designated in Stage One; to purchase signs from the Traffic Sign Store and to purchase breakaway poles and components from American Signal Equipment.

Judy Graci talked to Westlake Hills regarding companies they use for road maintenance. They told her that they received a "huge range" in bids. They are to email Judy name of company they use.

Claudia will call Kevin Kunkel to ask him to drive the VOV roads with both Bill and Jan. PWC wants to compare his assessment with that of HVJ recommendations.

Claudia will ask Cristian to create a simple contract the VOV can use for installation of signs which covers both scope and VOV expectations.

Claudia will again try to provide Cristian Travis County ILA from the prior year to expedite process of placing newly revised one on Council agenda by June 11th.