

MINUTES OF THE SPECIAL MEETING OF THE CITY COUNCIL OF THE CITY OF JERSEY VILLAGE, TEXAS, HELD ON FEBRUARY 20, 2012 AT 6:00 P.M. IN THE CIVIC CENTER, 16327 LAKEVIEW, JERSEY VILLAGE, TEXAS.

A. CALL TO ORDER AND ANNOUNCE A QUORUM IS PRESENT

The meeting was called to order by Acting Mayor Pro tem Jill Klein at 6:04 p.m. with the following present:

Acting Mayor Pro tem, Jill Klein
Council Member, Rod Erskine
Council Member, Harry Beckwith III, PE
Council Member, Mark Maloy

City Manager, Mike Castro
City Secretary, Lorri Coody
City Attorney, Bobby Gervais

Mayor, Russell Hamley and Council Member, Joyce Berube were not present at this meeting.

Staff in attendance: Mark Bitz, Fire Chief; Eric Foerster, Chief of Police; Danny Segundo, Director of Public Works; Isabel Kato, Director of Finance; and Michael Brown, Director of Parks and Recreation.

B. Discuss and take appropriate action regarding the scope and financing for Phase 3 of the City's Street Improvement Project.

City Manager, Mike Castro, introduced the item. He told Council that during the August 15, 2011 Council Meeting, City Engineers Brooks & Sparks, Inc. were awarded a contract for engineering services related to Phase 3 of the City's Street Rehabilitation Project. The contract was for the design, bid, and construction of the following streets:

1. All of Acapulco
2. All of Juneau
3. Carlsbad (from Seattle to St. Helier)
4. St. Helier (from Carlsbad to Delozier)
5. Delozier (From Jersey to the curve past St. John Court)
6. All of St. John Court
7. Tahoe (Beginning at Senate going East thru the 15814 Block)
8. Capri (From Senate to Tahoe)
9. Singapore (From Senate to Congo)
10. Mauna Loa (That portion West of Lakeview)
11. All of Yampa
12. Congo (That portion West of Senate)
13. Welwyn (That portion between Chichester and Lakeview)

Mr. Castro explained that this item was placed on the agenda in order that Council would receive information from the City's Finance Director, the City's Engineer, and the City's Project Manager concerning Phase 3 of the City's Street Improvement project.

In connection with the item, Isabel Kato, the City Finance Director, gave an overview of the City's General Fund balance in order to project the amount of funding available for Phase 3 of the City's Street Improvement Project.

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In the overview, Ms. Kato explained the four areas she analyzed in order to give the financial projection: tax stability, revenues at risk due to state and federal actions, natural disasters and insurance, and 25% of budgeted operating expenditures. She concluded the overview with a projection of \$6,529,487 available for the City's Phase 3 Street Improvement Project.

Frank Brooks with Brooks and Sparks Inc. addressed Council giving the results of the bids received on February 7, 2012 for the project. He told Council that three bids were received:

SER Construction Partners, LLC	\$6,499,785.50
Four Seasons Development Co., Inc.	\$6,848,484.50
Reytec Construction Resources, Inc.	\$7,552,941.00

Mr. Brooks told Council that they were all good bids, but recommended that Council go with the low bidder, SER Construction Partners, LLC for \$6,499,785.50.

Council engaged in discussion about the waterline work to be done on Acapulco and the order in which this work will be completed. City Engineer, Frank Brooks explained that the block experiencing the most difficulty will go first.

Council asked questions concerning additional costs for taking streets out of sequence. Mr. Brooks explained the process to Council stating that the waterline will be installed first on Acapulco before the street is done.

Discussion was had about the \$800,000 allocated in the project for "allowances." Mr. Brooks explained that street lights, geo-technical expenses, trees, sidewalks, and unforeseen issues come out of this allotment.

City Manager Castro explained that the monies are there in case it is needed. He told Council that much of the allowances on the last project remained when the project was complete.

Mr. Brooks told Council that once the project begins it will take a little over a year – about 14 months.

Project Manager, Erik Tschanz addressed Council about the lack of sidewalks on the north end of St. Helier and Carlsbad. He told Council that he has taken a survey of the residents from these streets to get a feel for the desire of the community for sidewalks in moving forward with the project. He told Council that in speaking with the residents he learned that about 50% of the residents wanted sidewalks and 50% did not want them.

The plans for the project currently call for new ADA ramps at intersections but no connecting sidewalks to the ramps after constructions. Mr. Brooks explained that this issue came up during the last project and there were issues with the slopes of the driveways meeting the sidewalks.

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Discussion was had about what our City Ordinance calls for in terms of sidewalks. Staff explained that City Code states that new construction must have sidewalks. Danny Segundo, Director of Public Works told Council that it is his recommendation that the sidewalks be installed. Installation will affect 5 driveways. The plans call for putting sidewalks where they exist but does not cover new installs. Nonetheless, staff is recommending the sidewalks.

Discussion was had about the sidewalks. It was the consensus of Council that the sidewalks be installed in accordance with the recommendations of staff.

Project Manager Tschanz then explained that staff would be conducting a town hall meeting on March 7 at 7 P.M. The purpose of the meeting is to explain the scope of the project, duration of the project, process of construction, and to give residents an opportunity to ask questions of City staff, the Project Engineers from Brooks and Sparks Engineering Firm, and the Construction Superintendents representing SER Construction Partners, LLC about the project.

C. CLOSE THE SPECIAL SESSION

Acting Mayor Pro tem Klein closed the Special Session at 6:26 p.m. to Convene into Executive Session pursuant to the Texas Open Meetings Act, Government Code Section 551.071 - Consultation w/Attorney.

D. EXECUTIVE SESSION

- 1. Consult with Attorney pursuant to the Texas Open Meetings Act Section 551.071 to discuss Right of Way issues associated with Phase 3 of the city's Street Replacement Program.**

E. ADJOURN EXECUTIVE SESSION

Acting Mayor Pro tem Klein adjourned the Executive Session at 6:53 p.m. and reconvened the Special Session, stating that no official business was taken during the Executive Session.

F. CONVENE SPECIAL SESSION

Acting Mayor Pro tem Klein called the following item on the Special Session agenda:

- 1. Discuss and take appropriate action on matters discussed in Executive Session.**

With no discussion on the matter, Council Member Beckwith moved to proceed with the street improvements for Phase 3 of the City's Street Improvement Project in accordance with the 1974 platted right of way. Council Member Erskine seconded the motion. The vote follows:

Ayes: Council Members Erskine, Beckwith, and Maloy
Acting Mayor Pro-tem Klein

Nays: None

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The motion carried.

G. ADJOURN

There being no further business on the Agenda the meeting was adjourned at 6:57 p.m.

Lorri Coody, City Secretary