

**STREET MAINTENANCE ADVISORY AND APPEALS BOARD
MEETING MINUTES FOR DECEMBER 6, 2018**

Public notice having been posted, the Street Maintenance Advisory and Appeals Board meeting was held on Thursday, December 6, 2018 at 555 Walnut Street, 2nd Floor, Council Chambers, Abilene, Texas 79604.

Board Members Present:

Kenneth (Ken) B. Martin
James Bridwell
Wayne Lanham
Kristina C. Davis
Matthew M. Lubin, Sr.
Michael H. Schultz

Others Present:

Greg McCaffery, Director of Public Works
Robert Hanna, City Manager
Michael Rice, Assistant City Manager
Kelley Messer, First Assistant City Attorney
Larry Wright, City Engineer
Jim Winward, Operations Manager
Rodney Abila, Street Services Manager
Ruth Garcia, Executive Assistant

Board Members Absent:

Louis Rangel

1. The meeting was called to order at 5:31 p.m. by chair Ken Martin.
2. Minutes from the October 25, 2018 meeting were approved.
3. a. Greg McCaffery stated that letters have been mailed out advising customers of the Street Maintenance Fee (SMF). Several individuals have already gone to Neighborhood Services to apply for a reduction of the fee and others have sent letters to City Administration with regard to a change in their classification. The billing will start January 1, 2019.
 - b. Mr. McCaffery stated that DCOA (Development Corporation of Abilene) money is available for 2019. Staff has provided the Board with a table listing of Staff recommended street projects with Ridgemont being #1. Staff is seeking direction from the Board on projects that the Board would have an interest in getting out during the 2019 season. Ken Martin says that parts of Ridgemont do not appear to be in bad condition and ask if it would be possible to not necessarily do 100% of Ridgemont but do the worst areas only and use monies left over for areas that are a lot worse. Wayne Lanham feels like John Knox & Village Dr. are in rough shape and ask how big of an issue would it be to divide the work up. Rodney Abila advises that it would be a challenge but it is possible. Michael Schultz asked if there is flexibility with bond monies. Robert Hanna answered "No", bond monies that have been issued can only be spent on bond projects and there is a limitation on how those funds were issued. Mr. Martin reminded the Board that the bond projects are not part of the Board's responsibility but that it is City Staff's responsibility. He also asked if there are other commercial areas. Mr. McCaffery said this list was developed through the City Engineer's office and Street Services together. It is a list of projects that could be done this coming construction season and being that there is not yet a significant amount of money in the SMF to be able to put out a lot of projects. He said money is needed first before proceeding with construction. Matthew Lubin makes a motion to accept Staff's recommendation of the Ridgemont project. Kristina C. Davis seconds the motion. Michael Schultz asked why Staff can't investigate on the City doing indefinite delivery with indefinite contracts. Mr. Hanna suggest to Mr. Schultz that they sit down at a later time with the City Attorney to have a discussion. He said there are legal constraints that limit Staff's ability to do some of the things that private sector has access to and reminded Mr. Schultz that the Board's mission is not to dictate means and methods of procurement for the City and that the City will use private contractors to do the SMF construction work. After this discussion, roll call continued with all voting "Yes" in favor of the Ridgemont project except for Michael Schultz, he was not in favor.

Street Maintenance Advisory and Appeals Board
Minutes – December 6, 2018

c. Mr. McCaffery stated that Staff would like a concurrence from the Board for the year 2020 in using 70% of the monies on residential streets and 30% on arterial/collectors. There is a map in the Board's packet of 2020 possible work zone projects. This information was extracted out of the Cartegraph system to try to accomplish the work in 8 zones. Staff wants to get concurrence from the Board focusing on 8 areas- 4 zones on the North side and 4 zones on the South. Staff would come back and meet with the Board in March with more details about street segments, street names, type of treatments, and what project it would fall into. Ms. Davis said that by looking at the map she is concerned that more work is being done on the South side. James Bridwell asked if there will be any attempt to educate the Public as to why there is more work on the South side. Mr. McCaffery said information could be provided through the SMF portion of the City's website and it would also be conveyed through the meetings. Mr. Martin asked if between now and March could Staff look at more streets on the North side that could benefit from minor treatment and look to see if it could be evened out more than having the vast majority on the South side. Matthew Lubin would like to see a proposal for 2021 showing a whole lot of work on the North side. Rodney Abila explained that when staff came did scenarios, they went into each work zone to see the total rating of each zone and the intent was to preserve as much possible so Staff went after the streets that have the higher rating, which are mostly surface treatments. There are some areas in the North side that have already been cracked sealed that we can add more to and when you come back with your list I will come back and tell Greg this is what we have done and can add to so that the numbers will balance out. He said scenarios can be done for 3 to 5 years but need to be cautious because we don't know yet how much money we are going to have in. Michael Rice clarified that the map is a combination of Bond projects and also what staff wants to do with the SMF. He stated that the perception that more work is being done on the South side is incorrect. We want to balance the need between the North and the South side and are looking at 4 zones on the North side and 4 on the South side. Mr. Martin asked if it is possible to look at the dollar amount and not necessarily the number of work zones but trying to equalize the dollar amount as much as possible. Mr. McCaffery said work zones can be modified but that for now Staff was looking for concurrence on the 70/30 philosophy. Mr. McCaffery stated that at the next meeting Staff can provide a snapshot of 2021 and maybe 2022 so that Board can see a potential projection of projects but the plan would be modified slightly because roads continually deteriorate. Mr. Martin asked for a motion to concur with Staff on changing the philosophy to 70% residential in 2020. Mr. Bridwell made a motion and Ms. Davis seconded the motion. The motion carried with all voting "Yes".

d. Public Comments

e. A motion was made to set the next meeting on March 21, 2019 at 5:30 p.m. Mr. Lanham made the first motion and Ms. Davis seconded. All voted in favor and motion carried.

4. There being no further business to discuss the meeting adjourned at 6:50 p.m.

Approved: 
Ken Martin, Chairman