

**MINUTES  
STREET / MAINTENANCE COMMITTEE  
SPECIAL MEETING  
TUESDAY, SEPTEMBER 29<sup>TH</sup>, 2015  
6:00 P.M.**

**THE STREET COMMITTEE MET IN SPECIAL SESSION IN THE COUNCIL CHAMBER, 12 NORTH ROWE STREET, PRYOR CREEK, OKLAHOMA AT THE ABOVE MENTIONED DATE AND TIME.**

**COMMITTEE MEMBERS: \*\* ROGER WILLCUTT, YOLANDA THOMPSON, HOUSTON BRITAIN, DREW STOTT (ALTERNATE)**

**1. CALL MEETING TO ORDER.**

The meeting was called to order at 6:00 p.m. by Chairman Roger Willcutt. Members present: Roger Willcutt, Yolanda Thompson, and Houston Brittain. Members absent: none.

Others present: Assistant Street Superintendent Buddy Glenn, Buddy Glenn, Mayor Tramel, Councilman Drew Stott, Mehlburger Brawley Branch Manager Steve Powell, Firefighter Tim Bonea and Terry Aylward of The Paper.

**2. DISCUSS, POSSIBLY APPROVE THE MINUTES OF AUGUST 25<sup>TH</sup>, 2015 REGULAR MEETING.**

Motion was made Brittain, second by Thompson to approve the minutes August 25<sup>th</sup>, 2015 regular meeting. All voted yes.

**3. DISCUSS, POSSIBLY RECOMMEND COUNCIL ACTION TO APPROVE THE STREET / MAINTENANCE COMMITTEE SCHEDULE FOR 2016.**

Motion was made by Thompson, second by Brittain to recommend Council action to approve the Street / Maintenance Committee schedule for 2016. All voted yes.

**4. DISCUSS, POSSIBLY RECOMMEND COUNCIL ACTION TO APPROVE BEST QUOTE RECEIVED FOR SAND AND SALT SPREADER FOR THE STREET DEPARTMENT.**

Motion was made by Brittain, second to by Thompson to recommend Council approve the lowest and best quote received for Sand and Salt Spreader for the Street Department from Total Truck and Trailer at \$14,526.00 for quantity of two. All voted yes.

**5. ENGINEER TO DISCUSS PRIORITIZATION OF REPAIR / REPLACEMENT OF CONCRETE STREETS AS APPROVED BY CITY COUNCIL SEPTEMBER 1<sup>ST</sup>, 2015.  
STREETS TO BE PRIORITIZED:**

- THURMAN
- LILAC LANE
- MULBERRY LANE
- MAGNOLIA STREET
- SPRUCE COURT
- LAKEVIEW DRIVE
- HICKORY LANE
- PEACHTREE LANE
- HEATHER COURT
- LARKSPUR
- GINGER COURT
- HAWTHORN COURT

- **OKLAHOMA STREET SOUTH OF 17<sup>TH</sup> STREET**
- **SOUTHEAST 18<sup>TH</sup> STREET**
- **SOUTHEAST 19<sup>TH</sup> STREET**
- **SERVICE ROAD IN THE AREA OF THE MID-AMERICA GRILL ROAD**
- **INTERSECTION OF BAY OAKS AND BROOKFIELD TERRACE**
- **MEADOWVIEW CIRCLE**
- **CHERRY POINT LANE**

Steve Powell with Mehlburger Brawley discussed in detail the prioritization procedure for the above streets to be repaired.

- Ranking streets (1-5)
- Traffic count
- Type of street
- Use of street
- Degree of repair at location

Powell stated that the list compiled will be kept on file at Mehlburger Brawley for the next time streets need to be repaired. He also stated the study will be ready by the second Council meeting in October.

Brittain asked about how the money is budgeted for this project. Powell explained there are different degrees of repair. He added that the engineer could find extensive changes from the past street repairs and will compare the last study to the current for best economical options.

Drew Stott asked about crack sealant. Powell stated that he has not fully identified all streets that might need crack sealant. He added, that in his opinion, it is not the best choice when soundly repairing streets. Powell explained that the base of the street must be attended to properly to ensure a sound repair; crack sealant is a surface repair.

- **SERVICE ROAD IN THE AREA OF THE MID-AMERICA GRILL ROAD**

Buddy Glenn is researching this area to determine the City's responsibility.

Terry Aylward asked about why the list includes so many cul-de-sac areas.

**6. DISCUSS, POSSIBLY RECOMMEND COUNCIL ACTION TO APPROVE WORK ORDER FOR PROFESSIONAL SERVICES, PROJECT NUMBER: PRY-15-05, PROJECT NAME: 2015-16 CONCRETE STREET REPAIR AND IMPROVEMENTS IN THE AMOUNT OF \$55,215.00 TO INFRASTRUCTURE SOLUTIONS GROUP, LLC. THIS AMOUNT INCLUDES:**

- PREPARE TECHNICAL MEMORANDUM (ENGINEERING REPORT) - \$5,000.00**
- PRELIMINARY DESIGN (30% OF TOTAL ENGINEERING FEE) - \$6,565.00**
- FINAL DESIGN (50% OF TOTAL ENGINEERING FEE) - \$16,042.00**
- APPROVED DESIGN (70% OF TOTAL ENGINEERING FEE) - \$11,043.00**
- BIDDING (80% OF TOTAL ENGINEERING FEE) - \$5,522.00**
- CONSTRUCTION (100% OF TOTAL ENGINEERING FEE) - \$ 11,043.00**
- RESIDENT PROJECT REPRESENTATIVE (DURING CONSTRUCTION) - TBA.**

Motion was made by Brittain, second by Thompson to recommend Council action to approve Work Order for Professional Services, Project Number: PRY-15-05, Project Name: 2015-16 Concrete Street Repair and Improvements and to not exceed \$55,215.00 to Infrastructure Solutions Group, LLC. This amount includes:

Prepare Technical Memorandum (Engineering Report) - \$5,000.00

Preliminary Design (30% of total engineering fee) - \$6,565.00

Final Design (50% of total engineering fee) - \$16,042.00

Approved Design (70% of total engineering fee) - \$11,043.00

Bidding (80% of total engineering fee) - \$5,522.00

Construction (100% of total engineering fee) - \$ 11,043.00

Resident Project Representative (during construction) - TBA.

All voted yes.

#### **7. ADJOURN.**

Motion was made by Thompson, second by Brittain to adjourn at 6:31 p.m. All voted yes.