

VILLAGE OF WIMBERLEY
Transportation Advisory Board

Minutes of Meeting
November 12, 2003

Meeting was called to order by Chairman Corwin Vansant at 9:05 AM

PRESENT:

TAB MEMBERS: Corwin Vansant, Kelly Kilber, Jim Lee, Craig Payne, Bert Ray, Mark Roden, John Stefanowicz and Gene Woodruff.

COUNCILPERSONS: Carroll Czichos and Carolyn Nichols

CITY STAFF: Steve Harrison and Kay Wilkins

MINUTES:

Minutes of the October 22, 2003 meeting were reviewed and approved without change.

PUBLIC COMMENTS:

A complaint regarding the removal of the sidewalk in the River Road esplanade between RR12 and Lange Road was reviewed. Steve Harrison pointed out that the removed walk did not meet ADA standards, and the grade and dimensional limitations in that area appear to make a conforming reinstallation difficult if not impossible. TAB requested that Staff have the City Engineer look into this situation and report back at the next meeting.

A. ITEMS FOR CONSIDERATION AND POSSIBLE ACTION:

1. The status of proposed modifications to the Road Inventory List was reviewed. Four recommended changes to the list were presented to Council by Craig Payne at the November 6 meeting. Two were approved, but the other two (Mountain View and Summit Loop) were sent back to TAB for further analysis. It was agreed that the following steps will be taken:
 - a. Staff will do research on the two roads in question to attempt to find any other information on their history which might have been missed.

- b. TAB members will review the proposed criteria list dated November 9, 2003 which was distributed at this meeting, and present their comments at the next meeting.
 - c. Using these comments, TAB will modify the list as necessary and arrive at a formal set of criteria for use in evaluating any future requests for the assignment of older roads to the VOW Road Inventory List.
 - d. At the next meeting, TAB will re-review the above two roads in light of the formal criteria and make a recommendation to be presented to Council.
 - e. Recommendations regarding the two roads will be re-presented to Council at their January 15, 2004 meeting.
2. The status of an agreement between VOW and Hays County regarding 911 addressing was reviewed. Copies of a draft Interlocal Agreement between the City and County were distributed for review by TAB members, and Staff was asked to have the City Engineer to review the draft also. At the next meeting, TAB will consider comments from these reviews and make a recommendation to Council regarding the Agreement.
3. A TxDOT drawing of their proposed revisions to the RR12-RR32 intersection at the Junction was reviewed. The new routing for RR32 will result in two large vacant triangular parcels of TxDOT land where the two roads intersect. If the VOW could arrange for the use of these parcels, they could become tastefully landscaped parks announcing the entrance to Wimberley. This possibility will be added to the agenda of items to be reviewed with the TxDOT representative at the TAB meeting on December 10.
4. The issues raised by the prospect of a replacement water line on CR1492 were discussed. Kelly Kilber and Mark Roden explained that many VOW roads are on private property where there is no designated right-of-way, and exist because they have prescriptive rights based on longstanding use. This situation raises many questions, such as the installation of other public services (power lines, water lines, cable TV, etc.) along these roads, the definition of right-of-ways, etc. etc.

Although currently there is no specific controversy in this area, it is important for TAB to have a good understanding of the issue for future reference. TAB asked Staff to request a review by both the City Attorney and City Engineer.

5. Complaints regarding traffic hazards, such as slippery road surfaces, at the ends of the CR 1492 low-water crossing were discussed. It was requested that Staff authorize the City Engineer to study the situation and propose remedies to TAB.

B. REPORTS:

1. The City Administrator gave the following reports:
 - a. The status of the proposed alignment of Texan Blvd. and Las Flores Dr., including the history, drawings, and a scheduled cost estimate, will be reported by Staff at the January 28 TAB meeting.
 - b. The traffic count at River Road and Wayside Dr. has not been completed yet. It will be available at the December 10 TAB meeting.
 - c. A session with TxDOT representative Don Nyland is scheduled at the December 10 TAB meeting. The purpose is to review their position and schedule on topics such as the 2001 Traffic Study, the TxDOT response to that document, the scheduled traffic light at Greenacres Dr., signalization and crosswalks at the Square, and any other issues that need resolution or coordination with TxDOT.
 - d. TAB requested that Staff schedule the City Engineer to begin an engineering study and cost estimate on improvements to Mill Race Lane. TAB has determined that the scope of work should be minimal at this time---potholes repaired and an asphalt double course applied. The study and estimate should be completed for the January 14 TAB meeting.
2. A status report on the Wimberley Transportation Master Plan sub-committee was given by Bert Ray. The sub-committee will consist of four persons: Kelly Kilber, Jim Lee, Mark Roden and Bert Ray. The first meeting will be scheduled shortly. Their initial effort will be to plan an overall approach before detailed work begins.
3. Steve Harrison reported on the status of the reworking of the intersection at RR12 and Spoke Hollow. Commissioner Bill Burnett has authorized county roads administrator Jerry Borcharding to proceed with the paperwork establishing the right-of-ways. There is special urgency on this because the TxDOT permits which were acquired several months ago are good for only one year.

It was pointed out that this is a Hays County project, and that the VOW is only participating in order to push for County action as soon as possible.

C. ANNOUNCEMENTS AND REQUESTS FOR FUTURE AGENDA ITEMS:

1. The process for communicating TAB actions to City Council was reviewed. Steve Harrison said that Council only wants to see approved minutes, so an interim review is not appropriate. To avoid a time delay of up to a month between TAB action and Council's awareness, it was decided that the TAB secretary will poll the members at

the end of each meeting to determine if any actions or reports should be summarized into a short report and forwarded to Council immediately. In this meeting, only Item A1 was determined to be appropriate for a summary memo to Council.

2. Future meetings schedule is:

November 12, 2003.....Regular meeting
November 26, 2003.....No meeting
December 10, 2003.....Regular meeting
December 24, 2003.....No meeting
January 14, 2004.....Regular meeting
January 28, 2004.....Regular meeting

3. Future Agenda items:

- a. Road Signs—names versus numbers. Staff will have a report for the January 28, 2004 TAB meeting.
- b. An Interlocal Agreement with the County regarding City/County road maintenance is being prepared for review at a future TAB meeting.

The meeting adjourned at 11:30 AM

Submitted by Bert Ray, TAB Secretary

Approved at TAB meeting December 10, 2003

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Transportation Advisory Board

At its last meeting, the Transportation Advisory Board discussed ways to keep the City Council informed on important actions or decisions made at each TAB meeting. It was pointed out that Council should not receive draft copies of meeting minutes, but should see minutes only after they are formally approved at the subsequent TAB meeting.

Because this could mean more than a month's delay in communicating action on important issues, it was decided that immediately after a TAB meeting, a short summary memo covering only major issues would be sent to Council. Hopefully this will serve to keep Council up to date and enhance the communication process.

SUMMARY MEMO TO COUNCIL

At its November 12, 2003 meeting, as directed by Council, TAB re-visited the issue of Mountain View and Summit Loop and whether they should be included in the VOW Road Inventory List. The following actions were initiated:

1. The VOW Administrative staff will do research on the two roads in question to attempt to find any other information on their history which might have been missed previously.
2. Before their next meeting, TAB members will review the proposed criteria list, dated November 9, 2003, which was distributed at this meeting.
3. At their next meeting, based on comments from these reviews, TAB will modify the list as necessary and arrive at a formal set of criteria for use in evaluating any future requests for the assignment of existing older roads to the VOW Road Inventory List. TAB will also re-review the above two roads in light of this formal criteria list and make a recommendation which will be presented to Council on January 15, 2003.