



Village of Jones Creek

7207 Stephen F. Austin
Jones Creek, TX 77541
(979)233-2700

CITY COUNCIL SPECIAL CALLED MEETING AGENDA

The Board of Alderman of the Village of Jones Creek, Texas will hold a City Council Special Called Meeting on Tuesday, March 30th, 2021 at the Village Hall located at 7207 Stephen F. Austin Road, within the incorporated limits of said Village beginning at 6:30 p.m. Members of the public can attend the meeting in person or via teleconference. In order to advance the public health goal of limiting face-to-face meetings (also called “social distancing”) and to slow the spread of the Coronavirus (COVID-19) seating space will be limited and face coverings will be required to attend the meeting in person. the subject of said meeting being as follows:

Join the meeting on Zoom: <https://zoom.us/j/96350782013>

Or dial the following toll free numbers and enter the Meeting ID: 963 5078 2013; and #:

+1 346 248 7799 US (Houston); + 9 402 081 4841; +1 253 215 8782 US; or +1 301 715 8592 US

This written notice, meeting agenda, and the agenda packet, are posted online at <http://www.villageofjonescreektexas.com>

The public will be permitted to offer public comments telephonically as provided by the agenda and as permitted by the presiding officer during the meeting. A recording of the telephonic meeting will be made, and will be available to the public in accordance with the Open Meetings Act upon written request. The matters to be discussed and acted on at the meeting are:

- 1. CALL TO ORDER**
- 2. INVOCATION AND PLEDGE OF ALLEGIANCE**
- 3. ROLL CALL OF MEMBERS**
- 4. BUSINESS OF VISITORS (limited to five minutes per person)**

Members of the public may request permission to address the Board. Specific factual information or a recitation of existing policy may be furnished in response to an inquiry made by a member of the general public but any deliberation, discussion, or decision with respect to any subject about which the inquiry was made shall be

limited to a proposal to place such subject on the agenda for a subsequent meeting for which notice is provided in compliance with the Texas Open Meetings Act.

5. OLD BUSINESS

- a. Discuss and Consider projects for the 2021 Community Development Block Grant (CDBG), HOME Program and Emergency Solutions Grant (ESG).

6. NEW BUSINESS

- a. Discuss and Consider allocating additional funds for the Community Development Block Grant Disaster Recovery (CDBG-DR) Grant or re-bidding construction and including alternatives for the project.
- b. Discuss the Community Development Block Grant Mitigation (CDBG-MIT) progress.
- c. Discuss and Consider authorization for the Village of Jones Creek to issue requests for proposals (RFP) for administrative services and requests for qualifications (RFQs) for professional services for the American Rescue Plan Act of 2021.

7. ADJOURNMENT

CERTIFICATION

I hereby certify that this Public Notice was placed on the Official Bulletin Board at City Hall on Friday, March 26th, 2021 at 1:00 p.m.

/s/

Kimberly Morris, City Secretary

I hereby certify that this Public Notice was removed from the Official Bulletin Board at City Hall on the _____ day of _____ 2021, at ____:_____ a.m. /p.m.

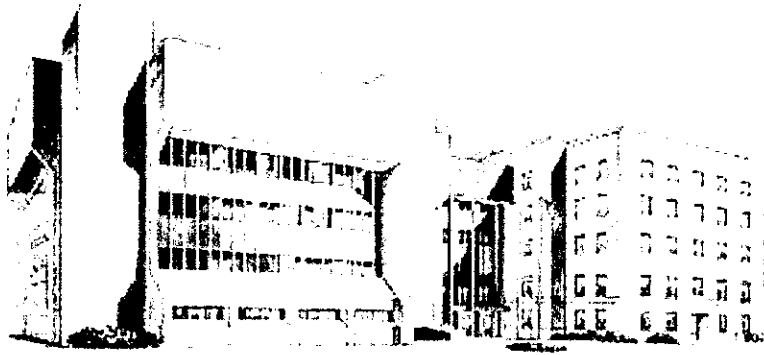
Kimberly Morris, City Secretary

NOTE: ITEMS WILL NOT NECESSARILY BE DISCUSSED AND ACTED ON IN THE ORDER THEY APPEAR ON THE AGENDA. THE BOARD OF ALDERMAN, AT ITS DISCRETION, MAY DISCUSS AND TAKE ACTION ON ANY OR ALL OF THE ITEMS LISTED IN A DIFFERENT ORDER IF A MAJORITY OF THE BOARD SO DETERMINES.

This notice is being posted pursuant to the Texas Open Meeting Act. (Chapter 551, Government Code). In compliance with the American with Disabilities Act, on request the Village of Jones Creek will provide for reasonable accommodations for persons attending meetings of its Board of Aldermen. Request for such accommodations or for interpreter services should be received 48 hours prior to any meeting. Please contact the Village Secretary's office at 979-233-2700 to request such accommodations.

NANCY FRIUDENBERG
DIRECTOR

JENNIFER CRAINER
ASSISTANT DIRECTOR



MARI REYES
PROJECT COORDINATOR

TAMMY HUGHES
FINANCIAL COORDINATOR

BRAZORIA COUNTY COMMUNITY DEVELOPMENT DEPARTMENT

March 9, 2021

TO: Selected Participating Cities

The County has received the 2021 Community Development Block Grant (CDBG) Program, HOME Program and Emergency Solutions Grant (ESG) Program allocations. In order for us to complete our Action Plan in a timely manner, we will need your **projects, with any applicable surveys, in our office by April 15, 2021.**

The 2021 Grant year estimates, based on last year's funding, will be as follows:

Freeport (large city classification)	\$260,000.00
Brazoria (medium city classification)	\$200,000.00
Jones Creek (medium city classification)	\$200,000.00
Manvel (medium city classification)	\$200,000.00
Richwood (medium city classification)	\$200,000.00
Iowa Colony (small city classification)	\$140,000.00

SUBTOTAL **\$1,200,000.00**

Precinct 1 Discretionary Fund	\$65,000.00
Precinct 2 Discretionary Fund	\$65,000.00
Precinct 3 Discretionary Fund	\$65,000.00
Precinct 4 Discretionary Fund	\$65,000.00
County Judge Discretionary Fund	\$65,000.00

SUBTOTAL **\$325,000.00**

HUD requires the County to identify all of its projects as part of the annual Action Plan. Therefore, in order to draft the grant application for submittal to HUD, please complete the attached application form for your proposed 2021 CDBG grant funded project. Please remember that these funds will not be available until October, 2021. These applications are due back on or before **April 15, 2021**. You will need to return your project applications

along with the required project service area map and any applicable surveys to Nancy Friudenberg, Brazoria County Community Development, 1524 E. Mulberry, Suite 162, Angleton, Texas, 77515.

Upon receipt of the applications, the staff and I will review the proposed project to determine if it benefits at least 51% low and moderate-income persons. If it does not meet this threshold, you may be requested to identify another eligible project or to undertake an income survey.

The County's grant application is due to HUD no later than August 15th. Since two public hearings are required of the County and sufficient time is needed to review the eligibility of each project and to prepare the grant application, **we respectfully request that you return your application, with any respective surveys required, no later than 5:00 p.m. on Thursday, April 15, 2021.**

Should you have any questions or if I can be of further assistance, please feel free to me at (979) 864-1860.

Sincerely,

Nancy Friudenberg
Director

**2021 BRAZORIA COUNTY
PUBLIC FACILITIES APPLICATION**

Date: _____

Organization: _____

Address: _____

City/State/Zip: _____

DUNS#: _____

Federal ID #: _____

Contact Person: _____

Telephone: _____

E-Mail: _____

Fax Number: _____

Project Name/Title: _____

1. **Please provide a narrative description of your proposed project.** Include detailed project information such as the location of the proposed project (e.g. street or address), type of existing materials, proposed type of materials to be installed, proposed equipment to be purchased, etc. *(Please make sure you have the existing materials and proposed materials to be used on the project).*

2. **Please indicate the reason or need for the proposed project.** (Example, a 2" water main needs to be replaced with a 6" water main in order to provide adequate fire protection, eliminate infiltration/inflow into sewer main, wastewater treatment plant improvements as mandated under an enforcement order for TNRCC, etc.)

3. **Will the acquisition of any land (e.g., rights of way, easement, lot, etc.) be needed for the proposed project? If yes, specify what acquisition is needed along with its location. If no, please indicate this.**

4. **Who will perform the work? Please check one of the following:**

Private Contractor County City Labor Not Applicable

5. **Will any of the grant funds be used to pay for engineering services?** Yes No

Note: If yes, then the City will be required to follow procurement procedures for hiring engineering services.

6. **Did your organization expend more than \$750,000.00 in federal funds during the last fiscal year?** Yes No

7. **Please provide a cost estimate for the proposed project or attach cost estimate. Please make sure you include the linear feet and/or size of piping being used (for example, 143 linear feet of sidewalk/road/waterline, etc).**

Item/Description	Units	Unit Measure	Unit Cost	Total Cost
				\$
				\$
				\$
				\$
				\$
				\$
				\$
				\$
				\$
				\$
				\$
				\$
				\$
				\$
				\$
TOTAL				\$

8. **A map must be attached identifying the proposed project location and indicating its service area.**

9. **Leverage amount (total project costs & where the other funds will come from) Example - CDBG funds; other funding source; total project costs)**

Please return the following with your application:

- PROOF OF EQUAL OPPORTUNITY (PERSONNEL POLICY)
- MOST CURRENT FAIR HOUSING- PROCLAMATION, ADVERTISEMENT, PUBLISHERS AFFIDAVIT
- EXCESSIVE FORCE POLICY
- CURRENT FIDELITY BOND (EMPLOYEE DISHONESTY INSURANCE)
- CURRENT AUDIT REPORT

CDBG funds \$ _____

_____ \$ _____

Total Project \$ _____

Prepared by: _____

Approved By: _____

Print Name: _____

Print Name: _____

Title: _____

Title: _____

BRAZORIA COUNTY COMMUNITY DEVELOPMENT PROGRAM SURVEY

City: _____ County: Brazoria

Respondent's Street Address: _____

Respondent's Telephone Number: _____ Check Here if No Phone:

Check here if the home or unit is vacant or unoccupied: (Stop Here)

Check here if the respondent refused to answer: (Stop Here)

If home or unit is occupied, complete the following questions:

1. Including yourself, how many people live in this home (or apartment)? _____

2. Circle the number of people in the household below.

BRAZORIA COUNTY, TEXAS							
Number of Persons in Household and 2019 income Limits:							
<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>	<u>5</u>	<u>6</u>	<u>7</u>	<u>8+</u>
\$54,950	\$62,800	\$70,650	\$78,500	\$84,800	\$91,100	\$97,350	\$103,650

2. Is the total income of everyone in your household higher or lower than the appropriate amount circled above? Do **not** circle the amount of income for the household. Just check whether it is higher or lower than the circled amount.

(PLEASE CHECK ONE) Higher Lower

3. List Sex and Race for all persons in household. Total persons should equal number reported in Question No. 1.

# of Males	# of Females	White	Black	Hispanic	American Indian, Eskimo, Aleut	Asian/Pacific Islander	Other

I HEREBY CERTIFY THAT THE ABOVE INFORMATION IS BEING COLLECTED TO QUALIFY A PROJECT FOR COMMUNITY DEVELOPMENT BLOCK GRANT FUNDING FROM THE COUNTY OF BRAZORIA, TEXAS. I HEREBY CERTIFY THAT I HAVE INTERVIEWED THE ABOVE ADDRESS AND THE INFORMATION OBTAINED IS TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE.

Person Conducting or Completing This Survey Form

Date

CONTACT ATTEMPTS:

First Date: _____

Time: _____ AM/PM

Second Date: _____

Time: _____ AM/PM

Third Date: _____

Time: _____ AM/PM

JOHN D. MERCER & ASSOCIATES

Consulting Engineers

John D. Mercer, PE

David W. Sheblak, PE

Brian M. Kramer, PE

March 22, 2021

Village of Jones Creek
Attn: Terry Jeffers, Mayor
7207 Stephen F. Austin
Jones Creek, TX 77541

RE: Village of Jones Creek
Stephen F. Austin & Frontier Drainage Improvements Project
GLO No. 20-065-072-C199

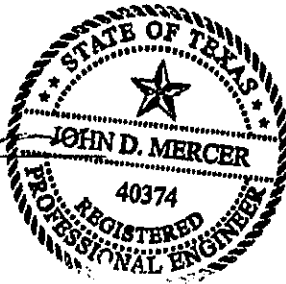
Dear Mayor:

The low bid received for the City's GLO funded Street & Drainage Project is more than the funds available in the grant for construction. Completion of the total project as designed would require the City to fund the overage of approximately \$25,000. If the City is unwilling to fund this amount, the best option is to change order the project to remove the cleaning and regrading of the ditches on Frontier St. Installation of all the culverts and driveway repair would still leave the project approximately \$3,000 over the funds available for construction. It would be my recommendation that the City select this alternative and have the County clean the ditches once the project is completed. If the \$3,000 overage is still excessive in the City's opinion, the only option would be to eliminate enough driveway culverts at the end of Frontier to make up the difference.

City Council needs to make a decision of how much money, if any, the City is willing to pay over the grant funds allotted for construction. The project can not be awarded until this decision is made.

Sincerely,


John D. Mercer, PE



JDM/lm

Cc: Missy Carugati, GrantWorks

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118 E. Main Street
Edna, Texas 77957

Texas Registered Engineering Firm F-324
RPL Surveyor Firm 10116600

P: 361-782-7121
F: 361-782-6852

JOHN D. MERCER & ASSOCIATES

Consulting Engineers

John D. Mercer, PE

David W. Sheblak, PE

Brian M. Kramer, PE

March 22, 2021

Village of Jones Creek
Attn: Terry Jeffers, Mayor
7207 Stephen F. Austin
Jones Creek, TX 77541

Ref: RECOMMENDATION FOR AWARD
Village of Jones Creek – Stephen F. Austin & Frontier Drainage Improvements Project
GLO No. 20-065-072-C199

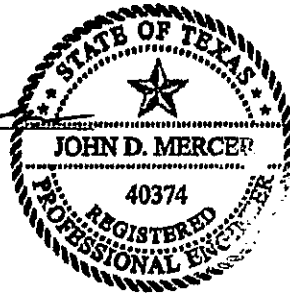
Dear Mayor Jeffers:

On March 11, 2021, bids were received for the above referenced project. A total of three (3) bids were received, with the low bid being submitted by T Construction, LLC in the amount of \$183,825.00. Based on their low bid and their qualifications to perform the work, I recommend award of the above referenced contract to T Construction, LLC. For your reference, I have attached the Bid Tabulation.

If you have any questions, feel free to contact me. Thank you.

Sincerely,


John D. Mercer, PE



JDM/lm

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118 E. Main Street
Edna, Texas 77957

Texas Registered Engineering Firm F-324
RPL Surveyor Firm 10116600

P. 361-782-7121
F. 361-782-6852

Village of Jones Creek - Stephen F. Austin & Frontier Drainage Improvements
Bid Tabulation - March 11, 2021 at 2:00 PM
GLO No. 20-065-072-C199

Days	Description	Quantity	Units	T Construction		Aranda Industries, L.L.C		Craig & Heldt, Inc.	
				45	90	90	60		
			Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	
STEPHEN F. AUSTIN ROAD									
1	REMOVE EX. 12" RCP	302	LF	\$ 7.00	\$ 2,114.00	\$ 10.00	\$ 3,020.00	\$ 18.10	\$ 5,466.20
2	REMOVE EX. 18" CMP	50	LF	\$ 9.50	\$ 475.00	\$ 10.00	\$ 500.00	\$ 18.10	\$ 905.00
3	REMOVE EX. 18" RCP	88	LF	\$ 9.50	\$ 836.00	\$ 10.00	\$ 880.00	\$ 18.10	\$ 1,592.80
4	REMOVE EX. 24" CMP	201	LF	\$ 9.50	\$ 1,909.50	\$ 10.00	\$ 2,010.00	\$ 18.10	\$ 3,638.10
5	REMOVE EX. 24" RCP	177	LF	\$ 9.50	\$ 1,681.50	\$ 10.00	\$ 1,770.00	\$ 18.10	\$ 3,203.70
6	REMOVE EX. 30" CMP	20	LF	\$ 9.50	\$ 190.00	\$ 10.00	\$ 200.00	\$ 18.10	\$ 362.00
7	REMOVE EX. 30" RCP	96	LF	\$ 9.50	\$ 912.00	\$ 10.00	\$ 960.00	\$ 18.10	\$ 1,737.60
8	REMOVE EX. 36" CMP	24	LF	\$ 9.50	\$ 228.00	\$ 10.00	\$ 240.00	\$ 18.10	\$ 434.40
9	INSTALL NEW 15" RCP	354	LF	\$ 37.00	\$ 13,098.00	\$ 85.00	\$ 30,090.00	\$ 115.30	\$ 40,816.20
10	INSTALL NEW 18" RCP	236	LF	\$ 43.00	\$ 10,148.00	\$ 90.00	\$ 21,240.00	\$ 141.40	\$ 33,370.40
11	INSTALL NEW 24" RCP	374	LF	\$ 51.00	\$ 19,074.00	\$ 95.00	\$ 35,530.00	\$ 160.60	\$ 60,064.40
12	INSTALL NEW 30" RCP	218	LF	\$ 68.00	\$ 14,824.00	\$ 130.00	\$ 28,340.00	\$ 189.25	\$ 41,256.50
13	GRAVEL DRIVE REPAIR	667	LF	\$ 19.00	\$ 12,673.00	\$ 33.00	\$ 22,011.00	\$ 21.30	\$ 14,207.10
14	CONCRETE DRIVE REPAIR	8	SY	\$ 65.00	\$ 520.00	\$ 120.00	\$ 960.00	\$ 240.50	\$ 1,924.00
15	ASPHALT PAVEMENT REPAIR	13	SY	\$ 75.00	\$ 975.00	\$ 65.00	\$ 845.00	\$ 103.20	\$ 1,341.60
16	ASPHALT PAVEMENT SAWCUT	43	LF	\$ 8.00	\$ 344.00	\$ 8.00	\$ 344.00	\$ 9.65	\$ 414.95
17	CONCRETE PAVEMENT SAWCUT	30	LF	\$ 8.00	\$ 240.00	\$ 8.00	\$ 240.00	\$ 28.90	\$ 867.00
18	RE-GRADE /EXCAVATE BAR DITCH	5,157.00	LF	\$ 12.50	\$ 64,462.50	\$ 13.00	\$ 67,041.00	\$ 5.40	\$ 27,847.80
19	CLEARING	0.28	AC	\$ 1,500.00	\$ 420.00	\$ 10,000.00	\$ 2,800.00	\$ 21,550.00	\$ 6,034.00
	SUBTOTAL				\$ 145,124.50		\$ 219,021.00		\$ 245,483.75
FRONTIER LANE									
20	REMOVE EX. 12" RCP	40	LF	\$ 7.00	\$ 280.00	\$ 10.00	\$ 400.00	\$ 18.10	\$ 724.00
21	REMOVE EX. 18" RCP	126	LF	\$ 12.00	\$ 1,512.00	\$ 10.00	\$ 1,260.00	\$ 18.10	\$ 2,280.60
22	INSTALL NEW 12" RCP	6	LF	\$ 37.00	\$ 222.00	\$ 80.00	\$ 480.00	\$ 115.30	\$ 691.80
23	INSTALL NEW 15" RCP	24	LF	\$ 37.00	\$ 888.00	\$ 85.00	\$ 2,040.00	\$ 115.30	\$ 2,767.20
24	INSTALL NEW 18" RCP	178	LF	\$ 43.00	\$ 7,654.00	\$ 90.00	\$ 16,020.00	\$ 135.60	\$ 24,136.80

Village of Jones Creek - Stephen F. Austin & Frontier Drainage Improvements
Bid Tabulation - March 11, 2021 at 2:00 PM
GLO No. 20-065-072-C199

Days	Description	Quantity	Units	T Construction		Aranda Industries, L.L.C		Craig & Heldt, Inc.	
				45	90	90	60		
				Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price
25	GRAVEL DRIVE REPAIR	141	LF	\$ 19.00	\$ 2,679.00	\$ 33.00	\$ 4,653.00	\$ 21.30	\$ 3,003.30
26	CONCRETE DRIVE REPAIR	2	SY	\$ 65.00	\$ 130.00	\$ 120.00	\$ 240.00	\$ 252.15	\$ 504.30
27	CONCRETE PAVEMENT SAWCUT	6	LF	\$ 8.00	\$ 48.00	\$ 8.00	\$ 48.00	\$ 29.50	\$ 177.00
28	RE-GRADE/EXCAVATE BAR DITCH	2,023	LF	\$ 12.50	\$ 25,287.50	\$ 13.00	\$ 26,299.00	\$ 5.40	\$ 10,924.20
	SUBTOTAL				\$ 38,700.50		\$ 51,440.00		\$ 45,209.20
	GRAND TOTAL				\$ 183,825.00		\$ 270,461.00		\$ 290,692.95