

City of Wimberley
City Hall, 12111 Ranch Road 12, Ste. 114
Wimberley, Texas 78676
Minutes of Special Meeting of City Council
January 7, 2010 at 4:00 p.m.

City Council meeting called to order at 4:00 p.m. by Mayor Tom Haley.

Councilmembers Present: Councilmembers Charles Roccaforte, Bob Flocke, Bill Appleman, Steve Thurber, and John White.

Staff Present: City Administrator Don Ferguson and City Secretary Cara McPartland.

Workshop (*No action will be taken*)

A workshop to conduct interviews with representatives of the following firms who responded to the City of Wimberley's recent *Request for Qualifications (RFQ)* which was issued to select a firm to prepare a boundary survey of the city limits:

- A. Baker-Aicklen & Associates
- B. Pro-Tech Engineering

Baker Aicklen & Associates, Inc. Vice President of Surveying Operations David Strutton presented information on his firm's location, background, clientele, technical qualifications, and experience, including work on the current Blue Hole Regional Park Project. He introduced GIS Manager Jack Avis and Sally and Tom Staudt of Staudt Surveying, Inc. and highlighted major steps in the survey process such as access control and associated property owner notification procedures, control surveys, establishment of geodetic control points, deed plotting, and georeferencing. He stated that a combination of GPS and conventional survey methods will be used, with end results in both hard copy and electronic format. He provided details on monumentation and completed survey products including boundary plats/maps, acreages, square footages, certified metes and bounds description, and analysis.

Discussion addressed estimated timeframe for completion [six (6) to eight (8) weeks for ground operations; approximately four (4) months for total survey completion]; Wimberley-area experience (including Blue Hole); specifics on property owner notification; municipal survey experience such as boundaries, retracements, and ETJ conflicts; preparation work timeframe; access permission and associated challenges such as traffic and weather; professional memberships; technology advantages that save time/costs; conflict resolution (based on metes and bounds descriptions and property rights/case law); and training in expert witness testimony. In response to City Administrator Ferguson, Mr. Strutton replied that his firm has not been sued related to its survey work. In response to Mayor Haley, Mr. Strutton replied that his organization is not involved in any litigation and added that Baker-Aicklen has a sound reputation, with highly qualified, experienced, and long-term employees.

GIS Manager Jack Avis provided information on his professional credentials and unique qualifications, including specialization in geodetic control and GIS mapping. He pointed out examples of his work from Williamson County, including details on control monuments, establishment of control networks, GPS monument description sheet, boundary research, georeferencing, and list of project deliverables [legal written documents, survey plats, GPS controls, CAD (electronic and hard copy)], and geographical information data layers in GIS format as well.

Mr. Avis stated that this project is exactly suited for the focus of his work at Baker-Aicklen and noted his status as the Geographical Information Chairperson for the Texas Society of Professional Land Surveyors (TSPS). He reminded that Staudt Surveying, Inc. is also a part of his firm's virtual reference GPS network family, chosen because of Staudt's history and local knowledge of this area and its compatible technologies.

Sally Staudt provided general background information on Staudt Surveying, Inc. and her firm's specific experience in Hays County and the Wimberley area.

Hearing no further comments, Mayor Haley thanked Baker-Aicklen and Staudt Surveying representatives for their presentation.

Kelly Kilber and Mark Roden of Pro-Tech Engineering, Inc. distributed maps showing Wimberley areas already surveyed by their firm and provided personal/professional background information on the firm's history. He noted prior survey/engineering experience working in the nearby cities of Kyle and San Marcos, including surveys for annexation. He stated that his firm has performed many boundary surveys and outlined the format for the completion and documentation of the City's survey, which included identification of conflicts, establishment of procedures to deal with conflicts, high-level GPS controls, and monumentation. Mr. Kilber spoke of his staff's unique experience and qualifications such as his firm's extensive existing records of boundaries from prior Wimberley projects that will decrease the amount of needed research time. Because of his firm's previous Wimberley-area experience and records, Mr. Kilber stated that this will help establish/re-establish corners quickly and accurately. He spoke highly of his firm's work which he stated has stood the time of time for accuracy, relevancy, and defensibility.

In response to Mayor Haley, Mr. Kilber stated that the entire project should be completed in approximately nine (9) months. Mr. Kilber outlined certain procedures and timeframes such as property owner notification/access. Discussion addressed details of notification, use of Hays Central Appraisal District tax roll data, property access, GIS system information, and resolution of conflicts between the proposed survey and existing metes and bounds descriptions. Mr. Kilber provided a specific example using Spoke Hollow Road of how to resolve conflicts when retracing boundaries via point-by-point analysis. Mr. Kilber answered questions relating to monumentation, including identification, standard definition, and methods. When asked about use of his firm's existing records in order to reduce costs, Mr. Kilber replied by providing an example using existing records that will avoid the need for re-surveying of the property in question. In response to City Administrator Ferguson, Mr. Kilber replied that his firm has never been sued based on its surveying services and stated that his firm is not a party to any current or pending litigation.

Hearing no further comments, Councilmember Thurber moved to adjourn. Mayor Haley called the meeting adjourned.

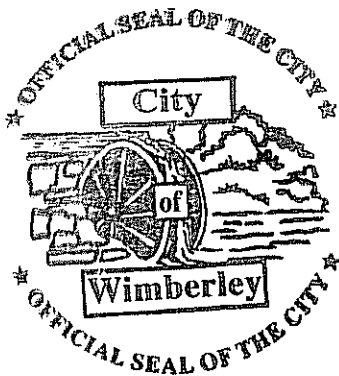
Adjournment: Council meeting adjourned at 5:05 p.m.

Recorded by:

Cara McPartland

Cara McPartland

These minutes approved on the 21st of January, 2010.



APPROVED:

Tom Haley
Tom Haley, Mayor