

AGENDA
SPECIAL MEETING OF THE CITY COUNCIL
CITY OF LIVE OAK
WILL BE HELD AT THE LIVE OAK COUNCIL CHAMBERS
8001 SHIN OAK DRIVE
TUESDAY, JUNE 18, 2024, AT 7:00 P.M.

The public may watch the meeting live at www.liveoaktx.net by clicking on the “Live Meetings” button.

1. CALL TO ORDER
2. INVOCATION/PLEDGE OF ALLEGIANCE
3. ROLL CALL
4. CITIZENS TO BE HEARD

Per City of Live Oak Code of Ordinances

Section 2-21.5 (1) Live Oak Municipal Code: The rules of courtesy are adopted for persons in attendance at all meetings of Council include: “Those signed up to speak under Citizens To Be Heard shall be called upon in the order that they have registered. No personal attacks shall be allowed by any speaker.”

Section 2-21.1 – Preservation of order includes: “The mayor shall preserve order and decorum, prevent personal references to Council Members or impugning of other members’ motives.”

5. NEW BUSINESS
 - A. Discussion and possible action to accept and award a proposal from CT Fieldscapes, LLC to renovate the football field at the Main City Park for \$113,400.00 and authorize a change order for unforeseen costs not to exceed 10% or \$11,340.00—Mr. Wagster
 - B. Discussion and possible action to accept and award a proposal from BLCCS, LLC San Antonio, Texas to replace the 30 Ton Trane RTU Air Conditioning and Heat Rooftop Package Unit for the Fire Station for \$165,262.70 and authorize a change order for unforeseen costs not to exceed 10% or \$16,526.00—Mr. Wagster
6. CITY COUNCIL REPORT
 - A. City Council Members report regarding discussion of City issues with citizens.
7. GENERAL ANNOUNCEMENTS FOR CITY COUNCIL AND STAFF
 - A. City Council
 1. Ribbon Cuttings, upcoming City Events, Special meetings and workshops, conferences and special acknowledgements
 - B. Staff
 1. Ribbon Cuttings, upcoming City Events, Special meetings and workshops, conferences and special acknowledgements

ADJOURNMENT

I certify that the above notice of meeting was posted on the bulletin board of the City Hall, 8001 Shin Oak Drive, City of Live Oak, Texas, on June 13, 2024, by 5:00 p.m.



Isa Gaytan, TRMC
City Secretary

This facility is wheelchair accessible and accessible parking spaces are available. Requests for accommodations or interpretative services must be made 48 hours prior to this meeting. Please contact the City Secretary's Office, for concerns or requests, at (210) 653-9140, Ext. 2213

The City Council for the City of Live Oak reserves the right to adjourn into executive session at any time during the course of this meeting to discuss any of the matters listed above, as authorized by the Texas Open Meetings Act, Texas Governmental Code §§ 551.071 (Consultation with Attorney), 551.072 (Deliberations about Real Property), 551.073 (Deliberations about Gifts and Donations), 551.074 (Personnel Matters), 551.076 (Deliberation about Security Devices), and 551.086 (Economic Development), and any other provision under Texas law that permits a governmental body to discuss a matter in a closed executive session.

REQUEST ALL PAGERS AND PHONES BE TURNED OFF, WITH THE EXCEPTION OF EMERGENCY ON-CALL PERSONNEL.

It is possible that a quorum of the Live Oak Economic Development Corporation, Parks and Recreation Commission, Planning and Zoning Commission and Board of Adjustment Commission could attend this meeting. The individual members will not engage in any discussion or deliberation on any matters presented by the agenda.



CITY COUNCIL AGENDA ITEM FORM

Meeting Date: June 18, 2024

Agenda item: 5A

Prepared by: M. Wagster, PW Director

Reviewed by: Anas Garfaoui, City Manager

Department: Public Works

AGENDA ITEM DESCRIPTION:

Discussion and possible action to accept and award a proposal from CT Fieldscapes, LLC to renovate the football field at the Main City Park for \$113,400 and authorize a change order for unforeseen costs not to exceed 10% or \$11,340.00.

Staff Briefing:

The football field renovation project includes removing the existing grass to a depth of 2 inches; Tilling the existing soil to loosen and blend; amending the soil to create a bed for new grass; GPS grading; installation of sports field “TifTuf” grass sod; make light repairs to irrigation; and providing an annual turf maintenance program.

Services are procured under the Buyboard purchasing cooperative. This project is in the current fiscal year budget at \$100,000. An additional amount of \$13,400 and the change order amount (not to exceed 10% or \$11,340) if necessary is available through savings in the Parks Maintenance budget.

To ensure the estimate from CT Fieldscapes,LLC is competitive, staff received an estimate from Texas Multi-chem, LTD, another contractor on the Buyboard cooperative, for similar services in the amount of \$141,000. This estimate did not include an annual turf maintenance program (valued at \$7,700).

ACTION:

- Ordinance Resolution
- Proclamations Special Presentation
- Finance Report Public Hearing
- Other

Cost: \$113,400.	
Change order not to exceed \$11,340	
Budgeted	\$100,000
Actual	
Acct. Name	
Acct. Fund	
Strategic Goals	1, 2, 3, & 4

Strategic Goals: 1- Stability, 2- Secure, 3- Supportive and 4- Beautiful

CITY COUNCIL AGENDA ITEM FORM

Staff Recommended Motion:

Move to accept and award a proposal for the football field renovation project to CT Fieldscapes, LLC in the amount of \$113,400 and authorize a change order amount not to exceed 10% or \$11,340 for unforeseen costs.



CITY COUNCIL AGENDA ITEM FORM

Meeting Date: June 18, 2024

Agenda item: 5B

Prepared by: M. Wagster, PW Director

Reviewed by: Anas Garfaoui, City Manager

Department: Public Works

AGENDA ITEM DESCRIPTION:

Discussion and possible action to accept and award a proposal from BLCCS, LLC San Antonio, Texas to replace the 30 Ton Trane RTU Air Conditioning and Heat Rooftop Package Unit for the Fire Station for \$165,262.70 and authorize a change order for unforeseen costs not to exceed 10% or \$16,526.00.

Staff Briefing:

The current unit is over 20 years old, and we recently had a contractor patch a leaking coil on the unit to keep it running. The replacement of this package heat and A/C unit has been on our radar for several years. We have discussed the future need for replacement during internal staff budget meetings. During this most recent coil repair, the contractor informed us that the unit is on its last leg, and we need to consider replacement. The lead time for delivery of these units once the order is placed is 5 to 7 months. The long lead time would present a very challenging situation if a catastrophic failure of the unit was to occur.

The city’s mechanical engineer, Trey Sims with M&S Engineering was engaged to assess the replacement of the 30 Ton unit. Engineer Sims contacted the manufacturer (Trane U.S. Inc.) to make several key options and improvements to the design of the new unit for safe long-term operation. The firm will inspect and oversee the installation upon delivery and coordination with the contractor, BLCCS, LLC.

Equipment and services are procured under the TIPS purchasing cooperative. The 5-to-7-month lead time for delivery places the project in next year’s budget. The quote for the new unit and turnkey installation by BLCCS, LLC is \$165,262.70. To ensure the quote from BLCCS, LLC is competitive, staff received a turnkey estimate directly from Trane U.S. Inc. on the Buyboard cooperative, for the same equipment and services in the amount of \$170,743.

ACTION:

- Ordinance Resolution
- Proclamations Special Presentation
- Finance Report Public Hearing
- Other

Cost: \$165,262.70
Change order not to exceed \$16,526.

Budgeted	n/a
Actual	
Acct. Name	
Acct. Fund	
Strategic Goals	1, 2, & 3

Strategic Goals: 1- Stability, 2- Secure, 3- Supportive and 4- Beautiful

CITY COUNCIL AGENDA ITEM FORM

Staff Recommended Motion:

Move to accept and award a proposal in the amount of \$165,262.70 for replacement of the 30 Ton Trane RTU Package A\C and Heat Rooftop Unit for the Fire Station to BLCCS, LLC and authorize a change order for unforeseen costs not to exceed 10% or \$16,526.