

**Minutes of a Meeting of the
Governing Body of the
City of Georgetown, Texas
Tuesday, April 9, 2019**

The Georgetown City Council will meet on Tuesday, April 9, 2019 at 3:00 PM at the Council Chambers, at 101 E. 7th St., Georgetown, Texas

The city of Georgetown is committed to compliance with the Americans with Disabilities Act (ADA). If you require assistance in participating at a public meeting due to a disability, as defined under the ADA, reasonable assistance, adaptations, or accommodations will be provided upon request. Please contact the City Secretary's Office, at least three (3) days prior to the scheduled meeting date, at (512) 930-3652 or City Hall at 808 Martin Luther King Jr Street, Georgetown, TX 78626 for additional information; TTY users route through Relay Texas at 711.

Mayor Dale Ross called the meeting to order at 3:00 PM. Six Councilmembers were in attendance: Mayor Dale Ross; Anna Eby, Councilmember District 1; Valerie Nicholson, District 2; John Hesser, District 3; Steve Fought, Councilmember District 4; Kevin Pitts, Councilmember District 5; and Rachael Jonrowe, Councilmember District 6. Tommy Gonzalez, Councilmember District 7 entered the meeting at 3:33 pm.

Staff in attendance – David Morgan, Laurie Brewer, Tadd Phillips, Wayne Reed, Charlie McNabb, Jim Briggs, Mike Babin, Karen Frost, Leigh Wallace, Julie Casaubon, Fred Pitcher, Octavio Garza, Teresa Chapman, Ray Miller, Kim McAuliffe, Robin Iverson, Eric Nuner, Elaine Wilson, Chris Foster, James Foutz, and Ray Miller.

Policy Development/Review Workshop – Call to order at 3:02 PM

- A. Presentation and discussion of proposed partnership with the Playful Child Foundation for a neighborhood park -- Kimberly Garrett, Parks and Recreation Director

Garrett presented this proposal. The Playful Child Foundation was established in June 2018 and was founded in honor of Kade Damian who was involved in a very tragic accident in his neighborhood which took his life. The Playful Child Foundation was created to raise money to build a public park in their neighborhood in honor of Kade. The foundation is currently raising funds and would like to partner with the Parks and Recreation Department to develop this neighborhood park. This is in line with the Parks Master Plan, and is proposed to be located along the Randy Morrow Trail near the Georgetown Country Club, creating a neighborhood park for this area where there is none.

An agreement is needed that manages expectations for both the foundation and the city. The foundation would raise funds up to \$500K, name the park in memory of Kade, have input on design, with City approval and provide continued support for park maintenance, volunteers, funds, etc. Garret explained the City would provide the land and accept the improvements as a city park, provide ongoing maintenance and parkland dedication funds are available for this park.

Garrett asked for feedback. Nicholson appreciated the desire to do this, supports the proposal, and wants to look at possible parking and to make this a trailhead. Garrett said this would provide an opportunity for this option. Pitts asked if this could be combined with Chandler Park and Garrett

explained that the Chandler Park is actually a linear park and not suitable for this type of park. Council was generally in favor of this proposal.

B. Presentation and discussion of Workday Project -- Leigh Wallace, Finance Director

Wallace introduced Phillips to present the project to date. Phillips showed the summary of Council and GGAF reviews to date. The ERP needs assessment with the third party in January 2017 and has been going up to now where Phase 1 has just completed. This is a four year project for complete implementation. He explained that there are several "problems" with the current systems that are causing longer solution times.

Phillips explained the selection of Workday and why this system was chosen for Georgetown. In contracting with the vendor, a schedule was developed and risks were assessed. Currently staff is working on data migration and system integration, along with new analysts to get the highest and best use of this project. They reviewed the contract risk mitigation. Ten year cost of ownership of this system is \$9.7 million, with an annual subscription and service total of \$501,000.00. The Capital Projects Budget for One-time costs is \$5.2 million.

Phillips showed the project timeline and explained that staff is currently in the testing process and business process alignment. After adding the budgeting module, the entire project should be deployed and working by the end of 2020. The workday guiding principles are secure, reliable, available, transparent, sustainable and maintainable. Phase I accomplishments include the business process alignment for human capital management, payroll, time tracking, recruiting, talent/performance, compensation, and benefits. There have been 159 alignment opportunities. They are working on the communication plan and have a workday ambassador team lead by Eric Lashley. Employee benefits include being able to enter benefits selections automatically, changing as needed, and being able to enter time worked from any source.

Wallace explained that the staff that started the project, some left, and others are now working on this project over 75% of their time and are not able to do their current jobs. Staff has been cross-trained, meeting efficiency is monitored and temps have been hired to assist staff, however fatigue has set in. Three business systems analysts were hired and one contracted full-time Project Manager is in place. She explained that they need support for the critical testing stage and overall deepen the bench on ERP/Workday experience. Their current staff does not have the knowledge needed to manage this load. Wallace explains the new contracted staff would manage the risk associated with Phases I and II. The Testing Lead and Project Lead would contract for 10 months. The enterprise Architect would replace the vacant Finance Business Analyst with experienced contract who can assist with testing, data conversion, project management, business process alignment and integrations through Phase III, which would last 16 months.

Hesser supports this process and knows this is needed. Pitts asked about the problem of not adding enough resources to this project and what would not being successful look like. He wants to know the risk of not doing this. Wallace explained that the contracted \$5.2m is at risk, along with the update of all the processes and changes that will improve the business processes of the city. Morgan explains that the city is currently underutilizing its resources by using shadow systems, i.e. Excel for budgeting projections. Pitts says he supports this because the risk is too great to not do this. Wallace spoke to the investments and risks of pursuing other alternatives. Jonrowe wants to know real examples of how this actual implementation will help modernize the systems and wants more information that helps explain. Gonzalez says he understands that what the city is currently using is costing the city money every day and is becoming obsolete. He supports getting the help up front to make this a successful project.

Mayor asked what risk funding and vacancy saving are. Wallace explained those were identified and added to the budget as a starting plan in the original identification of risks to staying or changing this system. She explained the budgeted funds. Currently this is budgeted at \$5.2 million and Mayor asked if they are asking for another \$1 million for resources, or about 20% over budget. Mayor asked about the risk of not staying on target for December 2020. Morgan and Wallace explain that this additional funding would almost insure that the December 2020 projection is much more accurate. Gonzalez says he appreciates that staff has come forth at this point to identify the need and not when there are failures and higher costs.

- C. Presentation and discussion on the Solid Waste Master Plan Project, the Solid Waste Transfer Station Project, and the Downtown Solid Waste Services Project -- Octavio Garza, Public Works Director, Teresa Chapman, Environmental Services Program Coordinator

Garza gave the presentation. He reviewed the presentations and public hearings to date. He listed the guiding principals of the Plan and went into detail of the plan and how the pricing formula works for the downtown solid waste services. He reviewed next steps which include this report of the findings of the pricing review, informing the customers in a nine block area of pricing change, fix and implement the corrected pricing at the existing rate for customers in the nine block area by September 2019, and recommend a funding strategy for moving forward with Concierge Service in October 2019.

Jonrowe wants staff to look at incentives and options for those businesses that generate less trash. Nicholson wants him to consider some kind of recycling options for the smaller businesses that want to recycle.

Garza also explained the decision of the city to use a transfer station. Instead of investing in improvements to the existing facility, council directed that staff should look at the cost of putting in a completely new transfer station. They reviewed the current routes and times of operation for the station and reviewed the possible new facility location. It would have a 30-plus year service life. It would provide for three different streams of waste at one time, in comparison to the current one type of stream at a time. Garza showed a conceptual rendering. There were constraints in the projected improvements with drainage and the existing landfill. They have determined that there will need to be an engineered plan to address these issues with the topography, prior to development of a new facility. He also recommends tying in the College Street Bridge and realigning the road. He stated with these additions, the construction cost estimate is \$9.5 million. If this were to be borne by the rate payers, it would change the rate from \$18.80 to \$20.13 per month.

Eric Johnson gave a further update of the transfer station. He explained the engineering and design contract proposal which is on this night's regular agenda. This design would be complete in Fall 2019 with full construction completion in Fall 2021.

- D. Review and rank candidate projects for the Proposed Williamson County 2019 Bond Program -- Ray Miller, Transportation Planning Coordinator/Octavio Garza, Public Works Director

Miller presented this proposal. Williamson County put out a call for projects on March 2019 and the deadline to submit is April 12, 2019. Staff proposes road projects for this program based on the remaining road projects from the 2015 city bond program and on pressure points in transportation based on growth.

He explained the Wilco 2019 Bond Program by listing proposals. The first one is the Southwest (SW) Bypass to SH 29 for \$3.7m and is about a half mile. This is a top priority with Williamson County and provides drivers an alternate route. The second item is Westinghouse Road, from FM

1460 to SH 130. This would add an east west arterial in an area of high growth. This is approximately \$34,190,000.00. Shell Rd from Williams Drive to Shell Spur, costing \$27,200,000.00. DB Woods from Oak Ridge Drive to Lake Overlook Drive for \$15,500,000.00 and provides a north south arterial. The intersection of SH 29 and IH 35 for \$70 million, area of high growth and a regional arterial. Funding would elevate priority of project with TxDot. The Sam Houston Triangle at SE Inner Loop and Southwestern at Maple Street, is an area of high growth and would tie into another arterial with the SH 29 Bypass. The SE Inner Loop Extension will provide an alternate east-west route and would help with current truck traffic on Hwy 29.

Pitts asked if they are supposed to rank all seven. Miller says he needs the top three. Morgan asked for consensus.

Pitts chooses, Shell, DB Woods and Westinghouse. Nicholson chooses SW Bypass.

Fought wants to choose for the overall good, the SW Bypass completion. Then SE InnerLoop Extension. Gonzalez chooses 1, 2 and 7. Jonrowe chooses 1 and 7 to complete the existing project and then maybe 5 but the construction traffic will be a problem and needs to be considered.

Mayor summarizes that the council recommends items 1, 2 and 7.

- E. Review and discussion of the public engagement process for the downtown parking garage -- Laurie Brewer, Assistant City Manager

Brewer gave a quick overview of the process to date. The Parking Study was completed in 2015 and several changes have been made to improve the parking downtown, but there have been changes to the area. There is an opportunity now for a small parking garage. This would be half funded by dedicated TIRZ revenues and by bonds. Utilities are being evaluated and being relocated, the limited design is for 219 spaces.

A proposed timeline would allow a steering committee to identify option in April and May, with a public meeting in May and design options for Council in June and July. Construction plans will be drawn in August through December. The bid and construction would begin in January 2020.

Mayor wants public input to insure the best product. Council discussed possible committee member qualifications and the composition of the committee. Mayor suggested bringing recommendations back at the next workshop.

Mayor adjourned this meeting to Executive Session at 5:07 pm.

Executive Session

In compliance with the Open Meetings Act, Chapter 551, Government Code, Vernon's Texas Codes, Annotated, the items listed below will be discussed in closed session and are subject to action in the regular session.

Sec. 551.071: Consultation with Attorney

Advice from attorney about pending or contemplated litigation and other matters on which the attorney has a duty to advise the City Council, including agenda items

Sec. 551.072: Deliberations about Real Property

- Sale of Property – Old Municipal Building, 101 E 7th Street – Travis Baird, Real Estate Manager
- Berry Creek Interceptor – Shell Property

Sec. 551.086: Certain Public Power Utilities: Competitive Matters

- Purchased Power Update

Sec. 551.074: Personnel Matters

City Manager, City Attorney, City Secretary and Municipal Judge: Consideration of the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal

- City Manager

Adjournment

Mayor Ross adjourned the meeting to begin the Regular City Council Meeting at 6:07 PM.

Approved by the Georgetown City Council on _____
Date

Dale Ross, Mayor

Attest: City Secretary