

**Minutes of the Georgetown Transportation Advisory Board –
CAPITAL IMPROVEMENTS ADVISORY COMMITTEE
of the City of Georgetown
March 13, 2020 at 8:30 AM
at GMC Building, 300-1 Industrial Avenue, Georgetown, TX 78626**

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Georgetown Transportation Advisory Board - Capital Improvements Advisory Committee Members: Sheila Mills, Ercel Brashear, George Brown, James Hougnon, Bryan Hutchinson, Dan Jones, Michael Miles, Robert Redoutey, Angela Newman, John Tatum, Stephen Ashlock, Adib Khoury

Present: Robert Redoutey, Sheila Mills, James “Jim” Hougnon, John Tatum, Stephen Ashlock, Adib Khoury, Dan Jones, Michael Miles

Absent: Ercel Brashear, George Brown, Bryan Hutchinson, Angela Newman

Staff: Wesley Wright, Wayne Reed, Sheila Mitchell

Visitors: Jake Gutekunst & Clarissa Bruns – Kimley-Horn and Associates, citizens: Carl Norris, Larry Brundage, John Milford

Regular Session – Called to order at 8:30am by Wright

(This Regular Session may, at any time, be recessed to convene an Executive Session for any purpose authorized by the Open Meetings Act, Texas Government Code 551.)

A Call to Order -- Wesley Wright, P.E., Systems Engineering Director

B Introduction of Committee, Staff & Visitors -- Wesley Wright, P.E., Systems Engineering Director
Wright introduced staff. All committee members introduced and gave brief background about themselves.

C Public Wishing to Address the Committee

On a subject that **is posted on this agenda**: Please fill out a speaker registration form which can be found on the table at the entrance to the Committee Meeting. Clearly print your name and the letter of the item on which you wish to speak and present it to the Staff Liaison, **prior to the start of the meeting**. You will be called forward to speak when the Committee considers that item. Only persons who have delivered the speaker form **prior** to the meeting being called to order may speak.

On a **subject not posted on the agenda**: Persons may add an item to a future Regular scheduled Committee agenda by filing a written request with the Staff Liaison **no later than one week prior to the Committee meeting**. The request must include the speaker’s name and the specific topic to be addressed with sufficient information to inform the board and the public. **Only those persons who have submitted a timely request will be allowed to speak**. To contact the Staff Liaison, please email sheila.mitchell@georgetown.org .

-- No persons signed up to address the Committee.

D Discussion on Committee Purpose, Process and Schedule -- Wesley Wright, P.E., Systems Engineering Director

PLEASE NOTE: Items not covered on the posted agenda will be discussed and/or acted upon at the next scheduled meeting of the committee.

Wright gave overview of committee purpose, presented schedule and noted expectations.

Questions:

- Do these fees need to be approved by the Council?

E Nominations and election of Committee Chair and Vice Chair -- Wesley Wright, P.E., Systems Engineering Director

Committee suggested Mills for Chair. Nomination by Jones, seconded by Miles to elect Sheila Mills as Chair of Committee. **Approved 8-0-4 (Brashear, Brown, Hutchinson, Newman absent)**

Committee suggested Jones for Vice Chair. Nomination by Adib, seconded by Miles to elect Dan Jones for Vice Chair of Committee. **Approved 8-0- (Brashear, Brown, Hutchinson, Newman absent)**

F Presentation and discussion on Thoroughfare Impact Fees. -- Wesley Wright, P.E., Systems Engineering Director

Jake Gutekunst of Kimley-Horn made presentation on concepts of impact fees and reminded committee they are the Capital Improvements Advisory Committee (CIAC) however since COG has another CIAC in our terminology, all materials will refer to the committee as the Impact Fee Advisory Committee (IFC). Impact Fees are covered under State Local Government Code, Chapter 395. A full study will be provided to the committee at a future meeting.

Questions/Comments:

- Can you be on the committee and not live inside the COG?
- Georgetown Development Alliance breakfast meeting – March 26th
- Are there instances where a city requires developments to make improvements and/or install traffic signals?
- Do funds get encumbered into a particular area?
- Is there a time frame to expend the funds?
- Can the fees go up above the max, determined by the study?
- The map indicates certain area where growth is different, therefore different fees will be assigned to those areas? 7 of the 9 zones qualify for fees. Lake Georgetown does not qualify; owned by Corp of Engineers but is annexed into the City.
- How do you deal with large developments, such as Costco, HEB, etc. to determine what their fees should be?
- If developers donate land for ROW access, will that be considered in the impact fee assessment?
- Since these are public meetings, is the public allowed to come participate and ask questions?
- Will these fees apply to current projects under construction, or projects permitted to go to construction? Re: TIAs
- Concerns for making sure fees are presented up front to help developers better determine project costs and also avoid duplication of fees.
- Wayne added a comment regarding the upcoming Public Hearings, encouraging and welcoming committee members, especially a member of the development community, to be present at Council meetings during the Public Hearings and show support of the impact fee update process; to be a voice on behalf of the committee and the board, noting the transparency and fairness of the process.

G Presentation, discussion and possible recommendation on Impact Fee service areas, land use assumptions, and proposed capital improvement plan. -- Wesley Wright, P.E., Systems Engineering Director

No discussion or action taken at this meeting; will be on future agenda.

Adjournment

Motion by Miles, seconded by Jones to adjourn at 9:49am.