

**Minutes of the Meeting for the  
Georgetown Transportation Advisory Board –  
CAPITAL IMPROVEMENTS ADVISORY COMMITTEE  
of the City of Georgetown  
October 9, 2020 at 8:30 AM  
at VIRTUAL**

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.

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

**Consistent with Governor Greg Abbott’s suspension of various provisions of the Open Meetings Act, effective August 1, 2020 and until further notice, to reduce the chance of COVID-19 transmission, all City of Georgetown Advisory Board Committee meetings will be held virtually. Public comment will be allowed via teleconference; no one will be allowed to appear in person.**

**Citizen comments are accepted in three different formats:**

- 1. Submit written comments to [sheila.mitchell@georgetown.org](mailto:sheila.mitchell@georgetown.org) by 12:00p.m. the day prior to the date of the meeting and the Recording Secretary will read your comments into the recording during the item that is being discussed.**
- 2. Log onto the meeting at the link above and “raise your hand” during the item.**
- 3. Use your home/mobile phone to call the toll-free number.**

**To join a Zoom meeting, click on the link provided and join as an attendee. You will be asked to enter your name and email address (this is so we can identify you when you are called upon). To speak on an item,**

**click on the “Raise your Hand” option at the bottom of the Zoom meeting webpage once that item has opened. When you are called upon by the Recording Secretary, your device will be remotely un-muted by the Administrator and you may speak for three minutes. Please state your name clearly, and when your time is over, your device will be muted again.**

**Use of profanity, threatening language, slanderous remarks or threats of harm are not allowed and will result in your being immediately removed from the meeting.**

**Present:** Robert Redoutey, James “Jim” Hougnon, John Tatum, Stephen Ashlock, Adib Khoury, Ercel Brashear, George Brown, Bryan Hutchinson, Angela Newman

**Absent:** Sheila Mills – Chair, Dan Jones, Vice Chair, Michael Miles

**Staff:** Wesley Wright, David Morgan, Laurie Brewer, Sofia Nelson, Michaela Dollar, David Munk, Lua Saluone, Karen Frost, Sheila Mitchell

**Visitors:** Jake Gutekunst – Kimley-Horn and Associates; citizens: David Glenn, Mike Fisher, Joe Owen, PJ Stevens, Justin Lange, Sylvia Pendleton, Stephanie (no last name given)

## **Regular Session**

(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 – Called to order at 8:33AM by Wesley Wright, Systems Engineering Director.

Wright stated committee met quorum. He noted both the Chair and Vice Chair were not able to attend the meeting today and called for volunteer for Interim Chair of today’s meeting.

Bryan Hutchinson volunteered to serve as Interim Chair. Mitchell called role for official establishment of quorum, noting 9 members present and 3 absent.

B Discussion on how the "Virtual" conference will be conducted, including options for public comments and how the public may address the Committee. -- Wesley Wright, P.E., Systems Engineering Director

Wright reviewed virtual etiquette regarding microphones, muting/unmuting, please speak individually, and use “raise hand feature”. Wright welcomed questions from committee during the presentations. He noted a time for public comment would be given at the end of the meeting to cover questions on presentation. Wright also noted the committee planned to take a break around 9:30am, then continue with presentation and committee discussion, followed by any public comments on Item E, prior to adjournment. He thanked everyone for their time and patience with virtual meeting format.

C Introduction of Staff & Visitors – Bryan Hutchinson, Interim Chair

Noted city staff present - Wesley Wright, Sheila Mitchell and Karen Frost and thanked them for their time in hosting the meeting. He thanked visitors for taking their time to join and participate on the important issues to be considered.

D Consideration and possible action to approve the March 13, 2020 and September 11, 2020 minutes of the Capital Improvements Advisory Committee meetings. -- Sheila K. Mitchell, Committee Liaison

No discussion. **Motion by Brown, seconded by Brashear**, to approve the March 13, 2020 and September 11, 2020 minutes of the Capital Improvements Advisory Committee meetings. **Approved 9-0-3 (Mills, Jones, Miles absent)**

E Presentation, discussion and possible recommendation for comments on Impact Fee service areas, land use assumptions, proposed capital improvement plan, and stakeholder engagement plan. – Wesley Wright, P.E., Systems Engineering Director  
Wright introduced consultant, Jake Gutekunst, of Kimley-Horn, who will review presentation and lead discussion. Gutekunst noted that today, the committee will be asked to make a recommendation to approve the land use assumptions and capital improvement plan component of the study, which was included in the agenda packet. He noted they would review questions from the September committee meeting. In addition, Gutekunst noted future meetings will cover maximum fees and discussion on collection rate / policy items to go with draft ordinance. He gave a quick review of the plan to refresh those in attendance. He reviewed each service area included in the report. He reviewed overall Georgetown transportation funding needs. Gutekunst reviewed and spoke to questions from prior meeting, noting some examples included in the presentation packet. After brief review of presentation, Gutekunst presented options for committee consideration as next steps. Wright added note about debt payment process. Hutchinson opened floor for committee member comments and questions. Various members presented questions; Gutekunst and Wright responded (regarding TIA fees/credits process, prior agreements, etc.). Brashear inquired about discrepancy of \$602M, which Gutekunst researched and responded an error was made on selection of line items; report should reflect \$486M and will be corrected. Gutekunst and Wright also responded to Brashear's questions regarding inclusion of past projects.

Committee took brief break at 9:39am and resumed meeting at 9:50am.

No further questions from Brashear. Hutchinson asked and Brashear commented; Gutekunst and Wright responded regarding the question of double-dipping and how previously passed bond payments are handled if we move to an impact fee. Do the impact fees present a potential off set to the approved bonds? Gutekunst spoke regarding what the state law requires us to do in the calculations. Some discussion continued. Gutekunst noted future meetings will be for discussion on methodology and policy decisions, such as this scenario and others. He reminded the committee today we're looking for a recommendation on the land use assumptions and capital improvement plan (projects) to carry to council on October 27<sup>th</sup> as part of the Public Hearing process. Ashlock asked questions regarding projects and funds in the Sun City region and Ronald Reagan area and how they're including in the impact fee considerations but also in a road district through the County? Gutekunst and

Wright were not familiar with the road district and will follow up on details. Reed noted he is familiar with the county road district and will have staff follow up on specifics of what is included by the county.

Hutchinson asked Mitchell to recognize any member of the public wishing to ask questions. None were seen at that time. Hutchinson asked Wright to note public comments submitted via email by David W. Glenn, Senior Director Government Relations of Home Builders Association of Greater Austin. Wright reviewed questions and he and Gutekunst responded, also noting a formal response will be sent to Mr. Glenn. Hutchinson asked and Gutekunst noted after an Ordinance is passed, Council can adjust as needed. Gutekunst also noted the law states we have to re-visit this process every 5 years. Mitchell noted PJ Stevens has asked to comment. Stevens asked and Wright/Gutekunst responded regarding the eastbound travel on SH29 turning north, in regard to any improvements to assist with turns at that intersection. No additional public comments/questions.

Hutchinson addressed committee members regarding recommendation and asked if any changes/edits to project list? He asked if committee members had any additional comments regarding moving the list forward? Ashlock asked and Wright confirmed inquiries have been sent out regarding his concerns in the Ronald Reagan area. **Brashear motioned and Tatum seconded** to have Projects B4, C5, C6, D6, D7, D8, D9, E3, E4, E5, E6, E7, E8, E9, E10, E11, E12 and E13 stricken from the project list. Chair clarified the motion and opened for discussion. Brashear, Brown and Khoury commented. Further discussion continued and Wright clarified questions. **Brashear moved to amend motion**, to include Project A26; **Tatum seconded amendment to motion**. No discussion. **Amended motion** to add Project A26 to the original motion. No discussion. **Amendment Approved 9-0-3 (Mills, Jones, Miles absent)**. Chair returned to original motion on the floor for discussion. Gutekunst commented reminding the committee that should they vote to remove these projects from the list, the city would not be eligible to use any funds collected from the impact fee program to pay towards the existing debt. Further discussion continued. Chair considered **amended motion by Brashear and seconded by Tatum**, to have Projects A26, B4, C5, C6, D6, D7, D8, D9, E3, E4, E5, E6, E7, E8, E9, E10, E11, E12 and E13 stricken from the project list. **Amended motion failed 4-5-3 (Brown, Hougnon, Hutchinson, Redoutey, Newman opposed; Mills, Jones, Miles absent)**. Wright informed committee members a report will be sent to Council, explaining the close nature of the vote and expressing both sides of concern of the committee regarding the project list. He also encouraged committee members to attend the Public Hearing on October 27<sup>th</sup> and/or reach out to council members with their comments.

Hutchinson continued, asking for a motion to move the project list forward to council for impact fee consideration. Khoury asked and Gutekunst responded regarding growth assumption projections. Further discussion continued regarding growth and Wright noted we are required to look at the fees every 5 years; we anticipate reviewing earlier, possibly every 3 years to adjust. Hutchinson asked if staff or Kimley-Horn had a motion prepared for recommendation of the committee to Council. Gutekunst stated all could draft motion

together and gave some examples of structure of motion. Committee held discussion and collaborated to draft a recommendation to Council.

**Motion by Brown, seconded by Brashear** to recommend to Council, the approval of the land use assumptions and capital improvements plan from the report named “TRANSPORTATION IMPACT FEE STUDY PRE-CREDIT REPORT” dated March 2020 with the following comments:

Clarifying the total cost of the CIP is \$486 million, not \$602 million.

No discussion. **Approved 9-0-3 (Mills, Jones, Miles absent)**

Hutchinson thanked the committee for their work on constructing the recommendation to council. Tatum suggested and Wright confirmed additional time and additional meetings can be given if needed for further work on this process. Wright thanked Hutchinson for serving as Interim Chair of the meeting. Reed thanked everyone and encouraged committee members to send any further questions to him, Wright and Gutekunst to prepare to cover in discussion at future meetings. Hutchinson asked for future meeting agendas to allow committee members to continue in this format of discussion and collaboration, as well as agreed with the request for additional time and/or additional meetings. Wright noted staff is committed and time will be scheduled to accommodate the needs of the committee to accomplish their work on this process. No further discussion.

## **Adjournment**

Meeting adjourned at 11:11AM.