

**Notice of Meeting of the
Governing Body of the
City of Georgetown, Texas
April 28, 2020**

The Georgetown City Council will meet on April 28, 2020 at 3:00 PM at

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.

The link for the April 28th Council Workshop Meeting is: <https://tinyurl.com/yasnb894>

If a citizen would like to provide public comment on any item, we ask that they complete and submit this form:

<https://records.georgetown.org/Forms/AddressCouncil>

This form allows citizens two options – to have their comments read aloud by the City Secretary or to be called when their item of interest is presented.

If you are viewing or listening to the meeting from a personal device, such as a computer or laptop, know there is a 20 to 40 second delay from the live meeting.

Please be prepared to speak before the item presentation has ended. If you are viewing or listening to the meeting from a personal device, such as a computer or laptop, make sure you turn the volume all the way down on that device before taking the call. Use of profanity, threatening language, slanderous remarks or threats of harm are not allowed and will result in you being immediately removed from the meeting.

When answering the call please wait for Mayor Ross to say your name before providing your comment. Upon completion of your comments your phone call will be disconnected from the meeting. You will still be connected via your personal device which will allow you to continue watching.

Policy Development/Review Workshop -

- A Presentation and discussion regarding COVID-19 and the City's emergency management response, impact on timelines of City projects, expenditures, and communications -- David Morgan, City Manager
- B Presentation and Discussion regarding the creation of a policy for development related fee exemptions for recipients of the City's Strategic Partnerships for Community Services Grants and its implementation -- David Morgan, City Manager

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.

- C **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
 - Litigation Update
- Sec. 551.086: Certain Public Power Utilities: Competitive Matters**
 - Purchase Power Update
- Sec. 551.072: Deliberations about Real Property**
 - Riverhaven Drive -- Travis Baird, Real Estate Services Manager
 - Purchase of Property, 1303 Wilbarger Pt. -- Travis Baird, Real Estate Services Manager
- Sec. 551.087: Deliberations Regarding Economic Development Negotiations**
 - Project Ice Skates
- Sec. 551:074: Personnel Matters**
Consideration of the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal
 - City Manager
 - City Attorney

Adjournment

Certificate of Posting

I, Robyn Densmore, City Secretary for the City of Georgetown, Texas, do hereby certify that this Notice of Meeting was posted at City Hall, 808 Martin Luther King Jr. Street, Georgetown, TX 78626, a place readily accessible to the general public as required by law, on the ____ day of _____, 2020, at _____, and remained so posted for at least 72 continuous hours preceding the scheduled time of said meeting.

Robyn Densmore, City Secretary

City of Georgetown, Texas
City Council Workshop
April 28, 2020

SUBJECT:

Presentation and discussion regarding COVID-19 and the City's emergency management response, impact on timelines of City projects, expenditures, and communications -- David Morgan, City Manager

ITEM SUMMARY:

FINANCIAL IMPACT:

This is a Workshop Item

SUBMITTED BY:

Shirley Rinn on behalf of David Morgan, City Manager

ATTACHMENTS:

04.28.2020 COVID-19 Update

COVID-19 REPORT

REPORT ON COVID-19 IMPACT

WILLIAMSON COUNTY STAY HOME STAY SAFE

**Modified on 04/21/2020 to be consistent with
Governor Abbott Executive Orders issued on
04/17/2020**

- Healthcare Operations
- Retail Businesses

CITY OPERATIONS

- **Library Curbside Service reopened 04/27/2020**
- **Developing procedures to reopen lobby spaces and other City operations**

FISCAL IMPACT TO DATE

Communications	\$ 17,730.21
Employee support (childcare, leave, etc)	\$ 2,925.78
Cleaning and Sanitizing	\$ 19,133.09
Quarantine	\$ 2,933.00
Medical Supplies (PPE)	\$ 132,936.49
Ipads for Fire Department	\$ 4,189.56
Equipment (sanitizing machine)	\$ 17,403.00
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	\$ 197,251.13

Budget impact presentation on May 12 with expenditure reduction planning

VIRTUAL RED POPPY FESTIVAL



2020 RED POPPY FESTIVAL:
VIRTUAL EDITION

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- **Dysfunkshun Junkshun**
Facebook live concert
from Barrels and Amps
- **T-shirt proceeds to the**
Caring Place

COMMUNICATIONS

- **Sharing positive case counts by zip code daily on COVID-19 webpage, Facebook and Twitter**
- **Mailer**
- **Ads in the Sun and Community Impact (letter from the mayor, things people can do, and community resources)**
- **Reporter (monthly insert for utility bills)**

COMMUNICATIONS

- **Social Service Campaign**
- **RecAtHome**
- **Facebook frames for profile pictures**
- **Fact Fridays (sharing answers to commonly asked questions)**

STATUS OF PROJECTS

Due to the emergency response by City staff and the economic impacts of COVID-19, staff evaluated upcoming projects and initiatives to prioritize projects that need to continue and projects to postpone until emergency situation diminishes.

PROJECTS ON HOLD

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- **Downtown Parking Study / Parking Garage**
- **Citizen Satisfaction Survey**
- **Employee Engagement and Enablement Survey**
- **Parks & Recreation and CVB Summer Programming**
- **Historic Design Guidelines Public Engagement**

PROJECTS ON HOLD

- **Downtown Trash Rate Study**
- **Transportation Impact Fee Study**
- **Mobility Bond (May 12 Council Workshop)**
- **Operation of Fire Station 7**

PROJECTS ON HOLD

- **Tennis Center Pool Demo**
- **Lyft Pilot Contract (Rideshare)**
- **2nd Laptop Purchase**
- **Parks and Recreation Open Space Masterplan**

PROJECTS TO PROCEED

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- **Water Rate Study**
- **Workday**
- **Budget/Business Planning**
- **Distance Learning**

PROJECTS TO PROCEED

- **Electric Fund Work Plan**
- **Transfer Station Design**
- **Road/Utility Capital Improvement Projects**
- **Streets and Stormwater Maintenance Plan**

PROJECTS TO PROCEED

- **Georgetown Municipal Complex Lobby Remodel**
- **Rec Center/Natatorium HVAC**
- **Village PID and ADA Trail Improvements**
- **Operation of Fire Station 6**

PROJECTS TO PROCEED

- **Transit Service Review**
- **Communications Strategic Plan**
- **Long Range Water Planning**
- **Water Conservation Engagement Enforcement Initiative**

PROJECTS TO PROCEED

- **Fiber Asset Allocation**
- **TxDOT FY2021 Signal Takeover**
- **UDC Amendments** (Review/Case by Case due to public feedback component)

Utility Billing Financial Assistance

- **On April 14, Council gave direction to waive certain fees, including late payment fee through May 31**
 - Also guidance to stop disconnections for non-payment currently
 - Encouraging payment plans
 - Provides ongoing service; but can compound outstanding bills, i.e. customers get further behind
- **Staff and Council looking for ways to provide more assistance during stay home orders**
 - Many businesses closed or scaled back in operations
 - Some residents working from home or have loss of income (furloughs, layoffs)
 - General worries about the economy
- **Georgetown Electric and Georgetown Water are community owned utilities**
 - May provide relief to the community through utility bill assistance

Utility Billing Financial Assistance - Opportunities

- **Electric Conservation Special Revenue Fund**
 - Balance of \$977K
 - Set up for electric conservation programs, but focus has been on other areas of utility for past several years
 - Propose utilizing approximately **\$500,000** towards utility billing assistance
 - Can expand the utility conservation fee to allow other uses (*new*)
 - *Utility Conservation SRF has balance for programming that has not been used*
- **Water Fund**
 - Received payment for the Blanchard that was unbudgeted of \$987,000
 - Propose utilizing approximately **\$500,000** towards utility billing assistance
- **Total of \$1 million for residential and businesses**
 - Utilize partnerships, such as WBCO, to determine eligibility for residential
 - Administer business assistance with the help of our Economic Dev team

Next Steps for Utility Financial Assistance – with Council guidance

- **Electric rate ordinance on the 4/28 agenda provides for an expansion of the use of the conservation fee to allow for utility bill assistance**
 - Second reading on 5/12
- **Staff developing criteria for allocation of funds**
 - Can bring back for Council's review on 5/12
- **Budget amendment scheduled for 5/12 would include adjustments for utility bill assistance funding**
 - Second reading on 5/26
- **Bill relief beginning 5/27**
 - Can be applied to any existing utility bill balance that meets the eligibility criteria, that is, balances before the adoption (such as April and May billings, could be paid with the assistance)

NEXT STEPS/QUESTIONS

City of Georgetown, Texas
City Council Workshop
April 28, 2020

SUBJECT:

Presentation and Discussion regarding the creation of a policy for development related fee exemptions for recipients of the City's Strategic Partnerships for Community Services Grants and its implementation -- David Morgan, City Manager

ITEM SUMMARY:

At its April 14, 2020 City Council Meeting, the City Council provided direction to staff to develop a workshop item to discuss the creation of a policy to exempt development related fees for recipients of the city's social services grants and provide a process to achieve the goals of the policy.

Staff's proposal to accomplish the goals outlined in this policy would be to include provisions in the 501(c)3 non-profit grant recipients' SPCS Funding Agreements to allow them to request and receive an exemption from having to pay for development related fees should they decide to remodel and/or build new facilities in the fiscal year they received the grant funds. This would not include impact fees.

Should the City Council approve this policy related to exempting Development related fees for our SPCS grant recipients, the FY 2019-20 Funding Agreements for each agency will need to be amended to include the provisions outlined in this policy in the event any of them plan to request an exemption of Development related fees for projects they are working on in the current fiscal year.

FINANCIAL IMPACT:

City staff reviewed its records over the past two fiscal years to determine which of our Strategic Partnerships for Community Services grant recipients (past and present) if any of them have received any fee exemptions for their development related projects.

The financial impact of allowing the City's SPCS Grant recipients to request and receive development fee exemptions would vary from year to year depending on how many agencies received an exemption(s). The following table outlines the development fees, as well as a few sign permit fees that would already be exempted under current policies, that either were previously exempted or under the new policy would be eligible to be exempted if any of these agencies received a SPCS grant under the current proposal.

Name of Non-Profit Agency	FY 2018	FY 2019	FY 2020 (YTD)	Total
Brookwood in Georgetown (BiG)	\$0	\$1,581	\$8,486	\$10,067.00
Faith in Action	\$55	\$75	\$2,450	\$2,580
Ride on Center for Kids (R.O.C.K.)	\$0	\$740	\$0	\$740
Habitat for Humanity	\$763	\$0	\$0	\$763
Assistance League Thrift Store	\$30	\$0	\$0	\$30
CASA of Williamson County	\$0	\$359	\$0	\$359
The Caring Place/Annex	\$295	\$365	\$0	\$660
Total	\$1,143	\$3,120	\$10,936	\$15,199

The City Council is also asked to consider whether or not to implement a cap on the total amount of development fee exemptions any one agency would be eligible to receive should they request any development fee exemptions in the fiscal year they receive their SPCS grant.

SUBMITTED BY:

Shirley Rinn on behalf of David Morgan, City Manager

ATTACHMENTS:

Development Fee Exemptions

Strategic Partnerships for Community Services Grant Recipients

City Council Workshops and Meetings

- **April 14, 2020 City Council Meeting**
 - Directed staff to develop a Workshop
 - Creation of a Policy to exempt development related fees
 - For recipients of the city's social service grants
 - Develop a process to achieve goals of the new Policy

Financial Impact

- **Review Development Fee Records**
 - 501(c)3 non-profits who have or have had in the past received a Strategic Partnerships for Community Services Grant
 - Development fees either were previously exempted or agency(s) would be eligible for an exemption(s) under new policy.
 - FY 2018: \$1,142
 - FY 2019: \$3,120
 - FY 2020 (YTD): \$10,936

Name of Non-Profit Agency	FY18	FY19	FY20 (YTD)	Total
Brookwood in Georgetown (BIG)	\$0	\$1,581	\$8,486	\$10,067
Faith in Action	\$55	\$75	\$2,450	\$2,580
Ride on Center for Kids (R.O.C.K.)	\$0	\$740	\$0	\$740
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Total	\$1,143	\$3,120	\$10,936	\$15,199

Implementation

- **Strategic Partnerships for Community Service Grant Recipients**
 - *Does the City Council want to cap the annual amount of exempted fees offered through the grant?*
 - Proposed language to amend current funding agreements and implement in future agreements:
 - As a recipient of a Strategic Partnerships for Community Services Grant, “Name of Agency” shall also have the ability receive an exemption of development related fees in an amount not to exceed \$\$ should “Name of Agency” remodel their current facilities and/or build new facilities if the request is made in the fiscal year defined in this Funding Agreement.

Implementation

- **Strategic Partnerships for Community Service Grant Recipients**
 - Development Related Fees are defined as:
 - Land development processing fees outlined in the City of Georgetown's Unified Development Code (UDC) Development Manual
 - Building Permits and Inspections Fees
 - Fire Code Permit Fees
 - Does not include
 - Electric Connection/Engineering Fees
 - Water & Wastewater Connection/Engineering Fees
 - Impact Fees

QUESTIONS