

**Notice of Meeting for the
Georgetown Transportation Enhancement Corp and the Governing Body
of the City of Georgetown
May 15, 2019 at 3:30 PM
at GMC Building, 300-1 Industrial Avenue, Georgetown, TX 78626**

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.

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
- B Introduction of Visitors
- C Industry/CAMPO/TxDOT Updates
- D Update of current projects; Wesley Wright, P.E., Systems Engineering Director/Michael Hallmark, CIP Manager
- E Presentation of Georgetown Transportation Enhancement Corporation preliminary monthly financial reports for April 2019. Leigh Wallace, Finance Director, COG, Finance Manager, GTEC.

Legislative Regular Agenda

- F Consideration and possible approval of the minutes from the GTEC Regular Board Meeting held on April 17, 2019. – David Morgan – General Manager, GTEC Board
- G Consideration and possible recommendation to approve change order #1 to Joe Bland Construction in the amount of \$223,044.00 to construct the eastbound right turn lane from Williams Drive to Rivery Blvd. -- Wesley Wright, PE, Systems Engineering Director/Michael Hallmark, CIP Manager
- H Discussion and Project Eligibility determination for Georgetown Transportation Enhancement Corporation (GTEC) Funding (4B Sales Tax).

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 _____, 2019, at _____, and remained so posted for at least 72 continuous hours preceding the scheduled time of said meeting.

City of Georgetown, Texas
Transportation Enhancement Corp
May 15, 2019

SUBJECT:

Call to Order

ITEM SUMMARY:

FINANCIAL IMPACT:

NONE

SUBMITTED BY:

Laura Wilkins - Board Liaison

City of Georgetown, Texas
Transportation Enhancement Corp
May 15, 2019

SUBJECT:

Introduction of Visitors

ITEM SUMMARY:

FINANCIAL IMPACT:

NONE

SUBMITTED BY:

Laura Wilkins - Board Liaison

City of Georgetown, Texas
Transportation Enhancement Corp
May 15, 2019

SUBJECT:

Industry/CAMPO/TxDOT Updates

ITEM SUMMARY:

FINANCIAL IMPACT:

NONE

SUBMITTED BY:

ATTACHMENTS:

Description		Type
☐	Meeting Memo	Backup Material

MEMORANDUM

TO: Georgetown Transportation Enhancement Corporation (GTEC)

FROM: Ray Miller, Jr., Transportation Planning Coordinator

SUBJECT: Industry / CAMPO / TxDOT / Transit Updates – May 10, 2019 Meeting

DATE: May 10, 2019

The purpose of this memo is to provide GTEC with updates in regards to the subjects listed above.

CAMPO:

- Staff recently attended the Technical Advisory Committee (TAC) Meeting that was held on Monday, April 22, 2019. The following items were discussed at the meeting:
 - i. Regional Transportation Demand Management Plan. Transportation Demand Management (TDM) is a collection of strategies designed to reduce automobile trips, roadway congestion, and parking demand by redirecting travel towards alternative modes, times, and routes. TDM programs, plans, and policies address congestion, safety, mobility and travel time reliability issues by considering operational strategies, implementing mobility solutions and providing choices for travelers.

Goals

CAMPO, in coordination with the TDM Steering Committee, developed five primary goals to support the vision for the region. These goals capture the priorities expressed by the committee and provide the foundation for the project selection criteria. The goals are shown in order of importance:

1. Regional Coordination: Document a collaborative plan where all TDM stakeholders have ownership and contribute to developing and maintaining a regional TDM system that benefits the entire CAMPO region;
2. Incorporate TDM into the transportation planning process: Develop CAMPO policies with its partner agencies that promote and prioritize both programmatic and infrastructure investments in TDM projects and strategies;
3. Provide Education and Outreach: Expand outreach and education to travelers, providing the transportation options available to them for getting from point A to point B;
4. Improve the Transportation System: Enhance the performance of the region's multimodal transportation system, especially during peak periods;

5. Increase Mobility Choices for Travelers: Provide a range of transportation options throughout the region.
- ii. The next Policy Advisory Committee meeting will be held on Monday, May 6, 2019 at 6:00pm and the next Technical Advisory Committee meeting will be held on Monday, May 20, 2019 at 2:00pm.

TXDOT

– Staff continues to work on the Advance Funding Agreements (AFA) with TxDOT for the Williams Drive intersection and access management improvements and for the Leander Road expansion from Southwest By-Pass to Norwood Drive. Each AFA contains federal funding from CAMPO with \$1.38 million for Williams Drive and \$3.6 million for Leander Road. The total cost for Williams Drive corridor improvements is estimated at \$2.154 million with a combination of City of Georgetown and TxDOT funding providing the additional funding. The total project cost for the Leander Road from SW By-Pass to Norwood Drive is estimated at \$8.881 million with a combination of City of Georgetown and TxDOT providing the additional funding. These AFA will be considered under the Legislative Agenda.

Funding breakdown within the draft AFAs are:

Project	Total Cost \$	Federal \$	State \$	Local \$
Williams Corridor	2,154,650	1,380,000	107,000	667,650 **
Leander Road	8,881,566	3,600,000	1,731,566	3,550,000 **

**** Local Funding will be provided with funds from the 2015 Road Bond**

– **Mobility-35 Projects (my35.org):**

i. IH-35 and Williams Drive

- Improve safety and mobility, including:
 - Address increased turning movements at Williams Drive intersection
 - Move north/south through-traffic from Williams Drive intersection to a new bypass lane under Williams Drive
 - Add a northbound frontage road between Williams Drive and Lakeway Drive exit ramp
- Reconstruct the Williams Drive interchange to a diverging diamond intersection (DDI)
- Construct north and southbound intersection bypass lanes under Williams Drive bridge
- Extend the northbound I-35 frontage road from Williams Drive to the Lakeway Drive exit ramp
- Improve the existing southbound I-35 frontage road
- Construct a northbound bypass lane on Austin Avenue at Williams Drive
- Improve bicycle and pedestrian paths along the I-35 frontage roads
- Construction is estimated to begin late 2020 with an anticipated completion in mid-2023
- <http://ftp.dot.state.tx.us/pub/txdot/my35/capital/projects/williams-drive/schematic.pdf>

ii. IH-35 from FM 2243 (Leander Road) to SE Inner Loop

- Increase safety and mobility, including eliminating potential conflict points between I-35 entrance and exit ramps
- Replace existing bridge at RM 2243 with a taller, wider bridge that includes three additional designated turn lanes
- Improve existing southbound I-35 frontage road from RM 2243 to north of SE Inner Loop
- Add braided entrance/exit ramps along the southbound I-35 frontage road between RM 2243 and SE Inner Loop
- Provide a northbound to southbound U-turn bridge
- Improve bicycle and pedestrian sidewalks and paths
- Construction is estimated to begin fall of 2023 with an anticipated completion the fall of 2025
- <http://ftp.dot.state.tx.us/pub/txdot/my35/capital/projects/rm2243/layout.pdf>

iii. IH-35 and Westinghouse (IH-35 from SE Inner Loop to FM 1431)

- Improve safety and mobility, including:
 - Increasing visibility at the I-35 frontage road and Southeast Inner Loop and Westinghouse Road intersections
 - Enhancing traffic flow by reducing lane merging/weaving along the southbound main-lanes and frontage road
- Remove Westinghouse Road bridge and construct new I-35 bridge over Westinghouse Road
- Construct westbound to southbound Continuous Flow Intersection (CFI) at Westinghouse Road
- Improve intersection at I-35 and SE Inner Loop
- Improve existing southbound I-35 frontage road from north of SE Inner Loop to RM 1431
- Reverse entrance/exit ramps along the southbound I-35 frontage road between SE Inner Loop and RM 1431
- Improve bicycle and pedestrian sidewalks and paths
- Construction is estimated to start spring 2023 with an anticipated completion in winter 2025
- <http://ftp.dot.state.tx.us/pub/txdot/my35/capital/projects/rm2243-rm1431/layout.pdf>

iv. IH-35 and SH-29

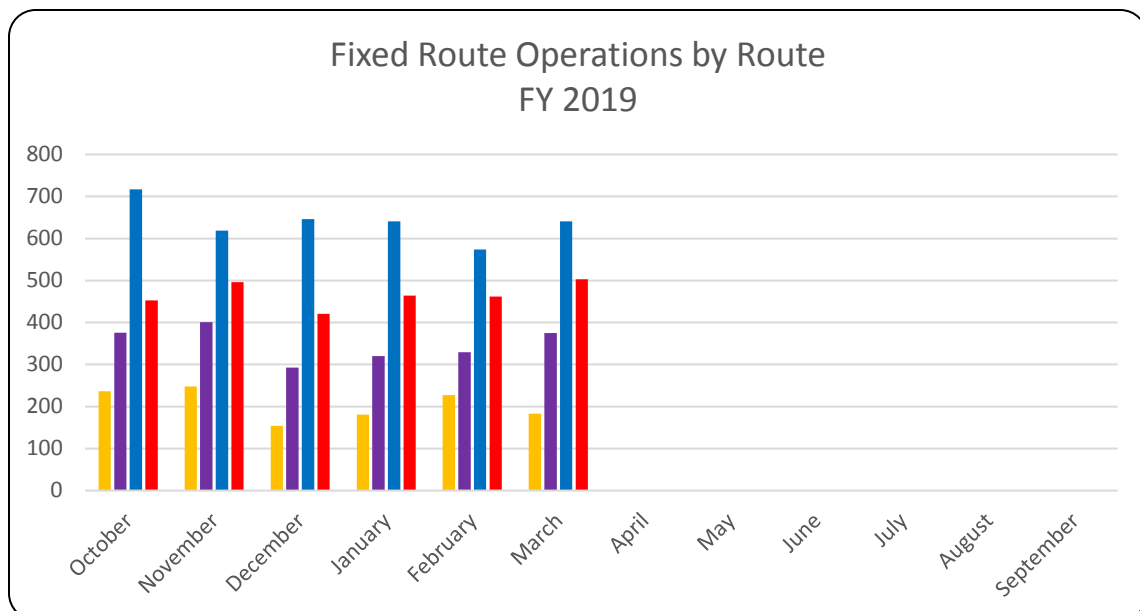
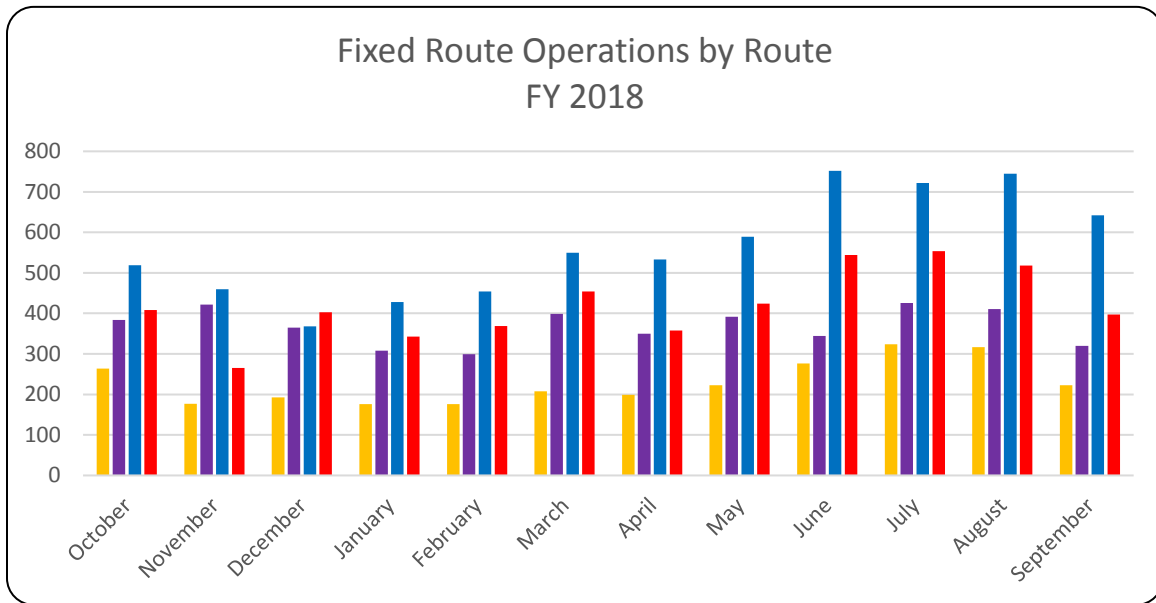
- Improve safety and mobility to:
 - Improve traffic flow due to a high volume of left-turning traffic
 - Accommodate turning movements onto and from SH 29
 - Eliminate the need for left-turn bays and left-turn signal phases
 - Minimize the number of potential conflicts between through traffic and left-turn traffic
- Mainlane and frontage road improvements
- Intersection bypass lanes
- Replacing and widening the SH 29 bridge
- Bicycle and pedestrian improvements
- Construction is estimated to begin in late 2023 dependent on funding

The City has received all bids for the Northwest Blvd and IH-35 project. The apparent low bidder was CHASCO at about \$8.2MM

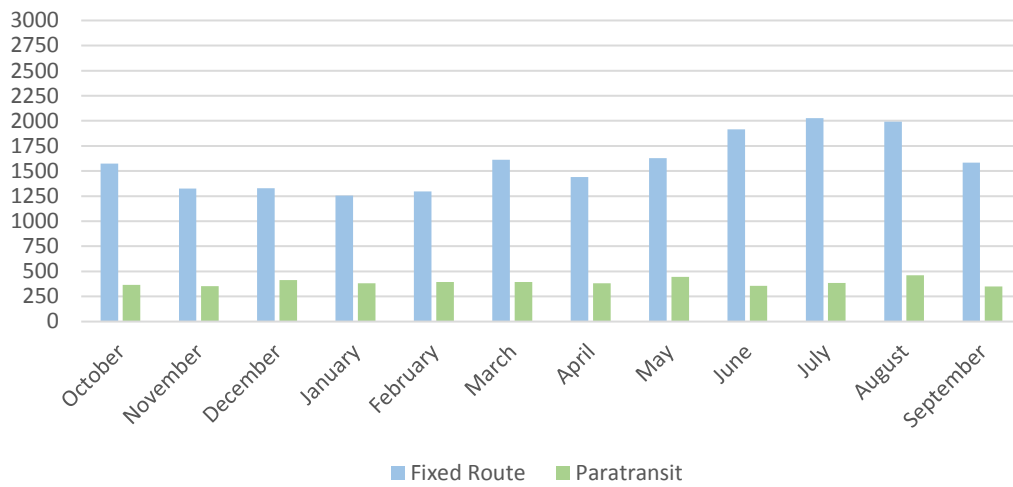
Transit – GoGeo

The 1st and 2nd charts show the number of riders by route and by month of the year. In reviewing the two charts, there has been an increase in ridership for October thru March of FY 2019 in comparison to October thru March of FY 2018.

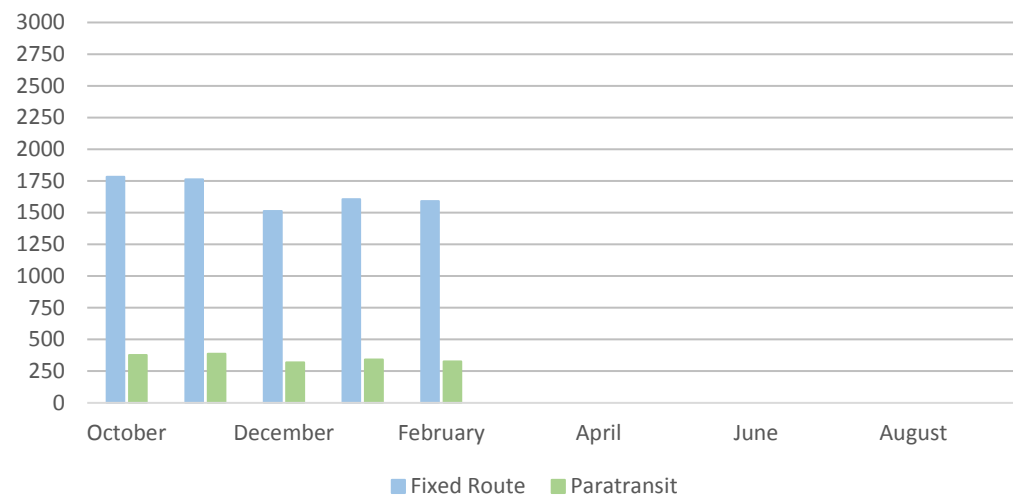
The 3rd and 4th charts provide ridership numbers by month and fiscal year for both the Fixed Route system and the Paratransit service. The Fixed Route system is shown in blue while the Paratransit service is shown in green.



Fixed Route and Paratransit
FY 2018



Fixed Route and Paratransit
FY 2019



FY 2018					
	Orange	Purple	Blue	Red	Paratransit
October	264	384	519	408	367
November	177	422	460	265	352
December	193	365	368	403	413
January	176	308	428	343	380
February	176	299	454	369	395
March	208	399	550	454	394
April	199	350	533	358	381
May	223	392	589	424	445
June	276	344	752	544	357
July	324	426	722	554	385
August	317	411	745	518	462
September	223	320	642	397	349
TOTAL	2756	4420	6762	5037	4680

FY 2019					
	Orange	Purple	Blue	Red	Paratransit
October	236	376	717	453	376
November	248	401	619	496	387
December	154	293	646	421	320
January	181	320	641	464	342
February	227	329	574	462	328
March	183	375	641	503	333
April					
May					
June					
July					
August					
September					
TOTAL	1229	2094	3323	2799	2086

Fixed Route Comparison by FY				
	FY 2018		FY 2019	Dif -/+
	1575	October	1782	207
	1324	November	1764	440
	1329	December	1514	185
	1255	January	1606	351
	1298	February	1592	294
	1611	March	1702	91
Total	8392		9960	
	1399	AVG	1660	

City of Georgetown, Texas
Transportation Enhancement Corp
May 15, 2019

SUBJECT:

Update of current projects; Wesley Wright, P.E., Systems Engineering Director/Michael Hallmark, CIP Manager

ITEM SUMMARY:

Northwest Blvd:

Bid opening 3-26-19, recommendation of award to Chasco Constructors, May 10th GTAB board and May 14 to Council.

3rd Quarter 2020 expected completion.

Rabbit Hill Road Improvements:

Design is tentatively complete. ROW procurement ongoing.

RTL EB Williams Drive @ Rivery Blvd. Change order to Rivery Extension project for this construction to go forward this month

Rivery Boulevard Extension:

Utility installation relocation nearing completion.

Roadway base 100% Curb and gutter 95%, concrete flatwork 65%.

Late summer 2019 expected completion.

Change order to add east bound turn lane from Williams to Rivery going forward.

Southeast Inner loop

Design to begin April 2019 on a 9 month schedule

Survey complete, environmental and geological underway and any issues are expected to be identified in the coming month.

ROW needs on Southwestern to be determined

FINANCIAL IMPACT:

N/A

SUBMITTED BY:

Wesley Wright, P.E., Systems Engineering Director/Michael Hallmark, CIP Manager

ATTACHMENTS:

Description	Type
 may gtec pdf	Cover Memo

**GEORGETOWN TRANSPORTATION ENHANCEMENT CORPORATION
AGENDA ITEM COVER SHEET**

SUBJECT: May 2019 GTEC Updates - Wesley Wright, P.E., Systems Engineering Director/Michael Hallmark, CIP Manager

ITEM SUMMARY:

Northwest Boulevard:

Bid opening 3-26-19, recommendation of award to Chasco Constructors, May 10th GTAB board and May 14 to Council.

3rd Quarter 2020 expected completion.

Rabbit Hill Road Improvements:

Design is tentatively complete. ROW procurement ongoing.

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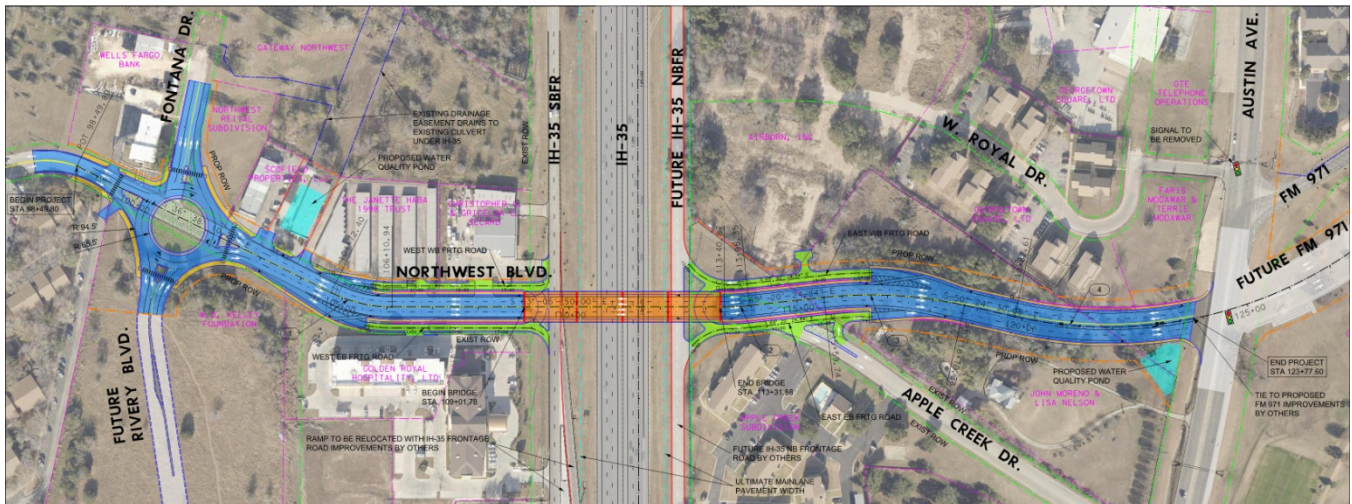
**Northwest Boulevard
(Fontana Drive to Austin Avenue)
Project No. 5QX TIP No. AF
May 2019**

Project Description Construction of overpass and surface roads to connect Northwest Boulevard with Austin Avenue and FM 971.

Purpose This project will relieve congestion at the Austin Avenue/Williams Drive intersection and provide a more direct access from the west side of IH 35 corridor to Georgetown High School and SH 130 via FM 971.

Project Manager Joel Weaver and Wesley Wright, P.E.

Engineer Klotz Associates



Element	Status / Issues
Design	Design is complete.
Environmental/ Archeological	Complete
Rights of Way	ROW Documents are being finalized. Preliminary outreach to landowners has been made. Offers have been made on 5 parcels. 9 parcels needed, 0 acquired to date, tentative bid late 2018.
Utility Relocations	TBD
Construction	Bid opening 3-26-19, recommendation of award to Chasco Constructors, May 10 th GTAB board and May 14 to Council 3 rd Quarter 2020 expected completion.
Other Issues	

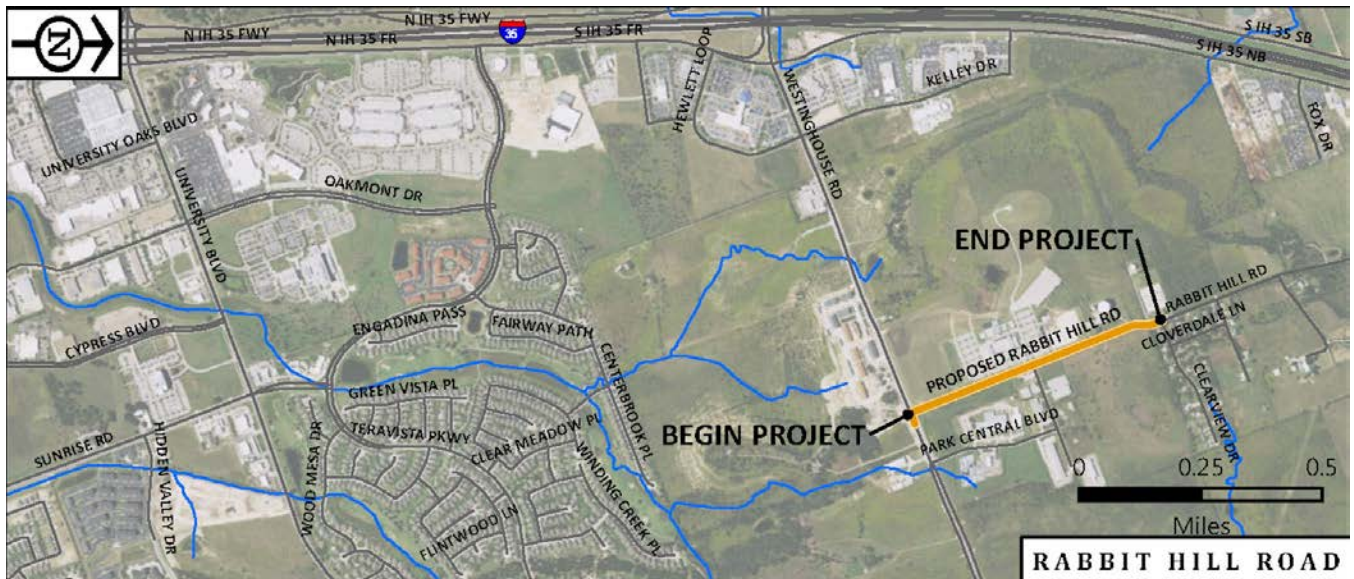
Rabbit Hill Road Improvements Project
(Westinghouse Road to S. Clearview Drive)
Project No. 5RQ TIP No. BZ
January 2019

Unchanged

Project Description Reconstruct Rabbit Hill Road from Westinghouse Road northward to S. Clearview Dr. Widening along Westinghouse Road will also be included in the schematic for additional turning lanes to/from Westinghouse Road. The project length along the anticipated alignment is approximately 0.75 miles

Project Managers Ken Taylor and Wesley Wright, P.E.

Engineer CP&Y, Inc.



Element	Status / Issues		
Design	Final Design Tentatively complete.		
Environmental/ Archeological	Efforts underway and any issues are expected to be identified in the coming month.		
Rights of Way	ROW to be acquired late 2018, two properties acquired as part of Mays St. Extension.	Total Parcels:	9
		Possession:	2
		Pending:	0
Utility Relocations	Will be initiated as ROW/easements are acquired and as part of the bidding process. Multiple relocations expected – Round Rock water and Georgetown Electric.		
Construction	ROW procurement ongoing		
Other Issues	None.		

Rivory Boulevard Extension
(Williams Drive to Northwest Boulevard @ Fontana Drive)
Project No. 5RM TIP No. AD
May 2019

Project Description Develop the Rights-of-Way Map, acquire ROW, address potential environmental issues and complete construction plans specifications and estimate (PS&E) for the extension of Rivory Boulevard from Williams Drive to Northwest Boulevard at Fontana Drive in anticipation of future funding availability.

Purpose To provide a route between Williams Drive and Northwest Boulevard serving the Gateway area, providing an alternate route from Williams Drive to the future Northwest Boulevard Bridge over IH 35, to provide a route between the hotels in the Gateway area and the proposed Conference Center near Rivory Boulevard and Wolf Ranch Parkway.

Project Manager Travis Baird, Joel Weaver, and Wesley Wright, P.E.

Engineer Kasberg Patrick and Associates



Element	Status / Issues		
Design	Complete		
Environmental/ Archeology	Complete		
Rights of Way	Offers have been made on 22 parcels, and 20 have closed. Environmental assessment complete on 11 parcels in preparation for demolition. Condemnation proceedings have been requested on 2 parcels. Aggressive efforts continue to close all outstanding parcels in FY 2017.	Total Parcels:	22
		Appraised:	22
		Offers:	22
		Acquired:	20
		Closing pending:	0
		Condemnation:	2
Utility Relocations	TBD		
Construction	Utility installation relocation nearing completion. Roadway base 100% Curb and gutter 95%, concrete flatwork 65%. Late summer 2019 expected completion. Change order to add East bound turn lane from Williams to Rivory going forward.		
Other Issues			

Right Turn Lane EB Williams Driver @ Rivery Blvd**Project No. TIP No. None****May 2019**

Project Description Develop the Plans, Specifications and Estimate for roadway improvements necessitated by the development for the Summit at Rivery.

Purpose To provide improved traffic flow into the Summit at Rivery hotel and conference center from Williams Drive

Project Manager Joel Weaver, Chris Pousson and Wesley Wright, P.E.

Engineer M&S Engineering, LLC

Element	Status / Issues		
Design	EB Williams @ Rivery turn lane design complete. Working on ROW/Easement needs.		
Environmental /Archeology	TBD		
Rights of Way	All easements acquired. Additional easements are needed for EB Williams @ Rivery turn lane, in acquisition now.	Total Parcels:	3
		Appraised:	3
		Offers:	3
		Acquired:	0
		Closing pending:	2
		Condemnation:	0
Utility Relocations	Atmos to relocate 1 – 3" line		
Bid Phase	TBD		
Construction	Change order to Rivery Extension project for this construction to go forward this month		
Other Issues	TBD		

Project No.
May 2019

Project Description

Project Managers

Engineer



Element	Status / Issues		
Design	Design to begin April 2019 on a 9 month schedule Survey complete, environmental and geological underway.		
Environmental/ Archeological	Efforts to begin April 2019 and any issues are expected to be identified in the coming month.		
Rights of Way	ROW needs on Southwestern to be determined	Total Parcels:	0
		Possession:	0
		Pending:	0
Utility Relocations	To be determined		
Construction			
Other Issues	None.		

City of Georgetown, Texas
Transportation Enhancement Corp
May 15, 2019

SUBJECT:

Presentation of Georgetown Transportation Enhancement Corporation preliminary monthly financial reports for April 2019. Leigh Wallace, Finance Director, COG, Finance Manager, GTEC.

ITEM SUMMARY:

The Bylaws of GTEC (Article V, Section 6.02) require the Finance Manager to report the financial activity of the Corporation to the Board.

- Financial reports
- Sales Tax revenues
- Any other relevant financial information

Sales tax is received two months in arrears; therefore the revenues reflect only the amount received, not actually earned, as of the report date. A report on payments made to vendors for the month of April is also included.

FINANCIAL IMPACT:

N/A

SUBMITTED BY:

Leigh Wallace, Finance Director, COG, Finance Manager, GTEC

ATTACHMENTS:

Description	Type
 Financial Report	Backup Material

**GEORGETOWN TRANSPORTATION ENHANCEMENT CORPORATION
AGENDA ITEM COVER SHEET**

SUBJECT:

Presentation of Georgetown Transportation Enhancement Corporation preliminary monthly financial reports for April 2019.

Leigh Wallace, Finance Director, COG, Finance Manager, GTEC.

ITEM SUMMARY:

- I. The Bylaws of GTEC (Article V, Section 6.02) require the Finance Manager to report the financial activity of the Corporation to the Board.
 - Financial reports
 - Sales Tax revenues
 - Any other relevant financial information

Sales tax is received two months in arrears; therefore the revenues reflect only the amount received, not actually earned, as of the report date. A report on payments made to vendors for the month of April is also included.

ATTACHMENTS:

Monthly Financial Report
Sales Tax History
Disbursement Report

SUBMITTED BY:

Leigh Wallace
Finance Director, COG
Finance Manager, GTEC

Georgetown Transportation Enhancement Corporation Fund

Year-End Projection to Approved: Apr FY2019

	APPROVED BUDGET	CURRENT PERIOD	YEAR TO DATE (W/ENCUMB)	YEAR-END PROJECTION
BEGINNING FUND BALANCE	18,078,282			18,078,282
Operating Revenue				
Sales Tax	7,073,100	554,713	2,938,443	7,073,100
Interest	190,000	25,494	236,841	236,841
Operating Revenue Total	7,263,100	580,207	3,175,284	7,309,941
Operating Expenditure				-
Administrative Support	391,697	-	195,570	391,697
Operating Expenditure Total	391,697	-	195,570	391,697
TOTAL NET OPERATIONS	6,871,403	580,207	2,979,714	6,918,244
Non-Operating Revenue				
Debt Proceeds	7,200,000	-	-	7,200,000
Non-Operating Revenue Total	7,200,000	-	-	7,200,000
Non-Operating Expenditure				
Pecan Center Dr to Airport Rd (FY15)	2,445,036	-	(334)	2,445,036
Arterial SE1:Inner Loop/SH130	7,200,000	-	-	7,200,000
Rivory TIA Improvements	359,496	32,805	(11,986)	359,496
FM 971 / Fontana	63,102	-	-	63,102
Rivory-Extension Williams Dr to NW Blvd (FY16)	730,635	-	460,784	730,635
IH 35 / HWY29 Intersection	606,653	34,630	160,375	606,653
NB Frontage 2338 to Lakeway	51,631	17,114	17,114	51,631
SW Bypass 2243 to IH35	128,144	-	-	128,144
FM1460 Widening	500,783	-	60	500,783
Wolf Ranch Pkwy Extension	283,350	-	-	283,350
Mays St	4,500,000	-	4	4,500,000
Available for Projects TBD	1,716,644	-	-	1,716,644
SE Inner Loop Widening (Rock Ride ROW)	900,000	-	948,251	900,000
Debt Service	3,438,747	-	521,942	3,438,747
Non-Operating Expenditure Total	22,924,221	84,549	2,096,211	22,924,221
TOTAL NET NON-OPERATIONS	(15,724,221)	(84,549)	(2,096,211)	(15,724,221)
EXCESS (DEFICIENCY) OF TOTAL REVENUE OVER TOTAL REQUIREMENTS	(8,852,818)	495,658	883,503	(8,805,977)
ENDING FUND BALANCE	9,225,464			9,272,305
Column1	Column2	Column3	Column4	Column5
RESERVES				
Contingency	1,768,275			1,768,275
Reserves Total	1,768,275			1,768,275
AVAILABLE FUND BALANCE	7,457,189			7,504,030

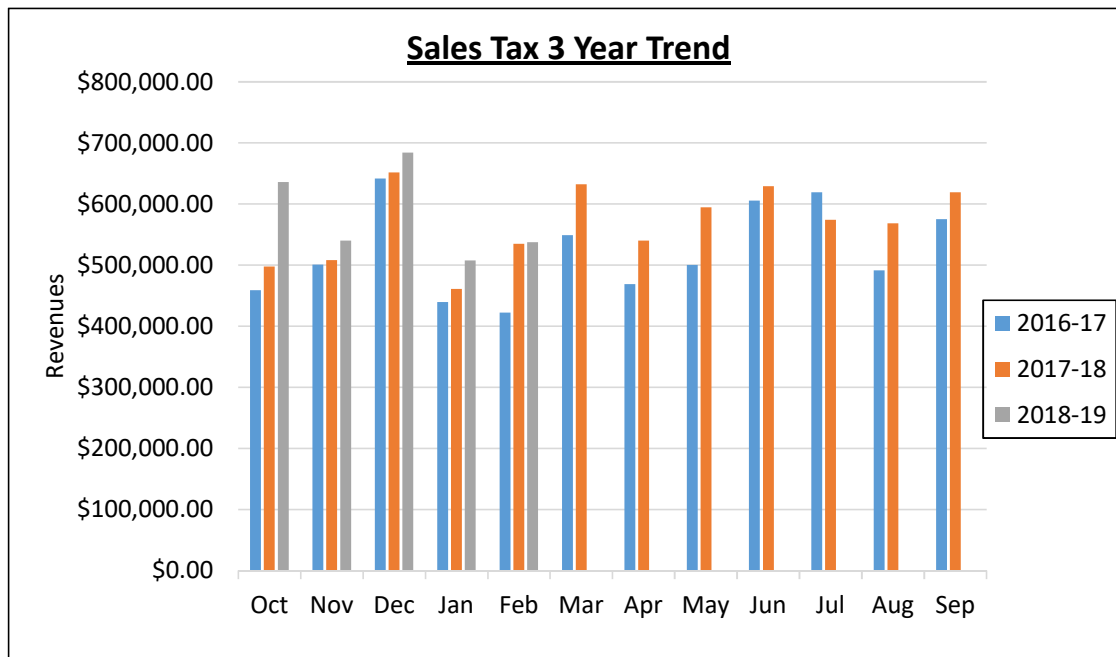
Georgetown Transportation Enhancement Corporation

Month [a]	2014-15	2015-16	2016-17	2017-18	2018-19	Variance To FY 18	% Var. To FY 18
Oct	392,374	424,201	458,993	497,912	636,131	138,219	27.76%
Nov	411,566	451,065	500,856	508,257	540,315	32,058	6.31%
Dec	575,095	592,798	642,167	651,758	684,264	32,506	4.99%
Jan	350,778	386,252	440,023	461,162	507,941	46,779	10.14%
Feb	356,428	432,468	422,226	535,188	537,682	2,494	0.47%
Mar	495,804	533,967	549,206	632,448			
Apr	410,683	435,906	469,044	540,144			
May	382,794	481,672	500,753	595,044			
Jun	522,356	571,069	605,936	629,252			
Jul	435,977	478,136	619,557	574,462			
Aug	411,552	530,326	491,386	568,616			
Sep	500,805	541,513	575,588	619,457			
Total	\$ 5,246,212	\$ 5,859,373	\$ 6,275,735	\$ 6,813,700	\$ 2,906,333	\$ 252,056	
YTD	\$ 2,086,241	\$ 2,820,751	\$ 3,013,471	\$ 3,286,725	\$ 2,906,333	\$ 252,056	7.67% [b]

Notes:

[a] Sales tax revenue from the State Comptroller is received two months in arrears.

[b] YTD compared thru current month.



Check Report Summary
For the Month Ending
April 30, 2019

<u>Kimley-Horn & Associates, Inc.</u>	34,629.50	
IH 35/Hwy 29 Intersection Imp		34,629.50
<u>M & S Engineering</u>	2,143.75	
Rivery TIA Improvements		2,143.75
<u>RPS Infrastructure Inc</u>	17,114.04	
NB Frontage Rd 2338 to Lakeway		17,114.04
	<u>53,887.29</u>	<u>53,887.29</u>

City of Georgetown, Texas
Transportation Enhancement Corp
May 15, 2019

SUBJECT:

Consideration and possible approval of the minutes from the GTEC Regular Board Meeting held on April 17, 2019. – David Morgan – General Manager, GTEC Board

ITEM SUMMARY:

FINANCIAL IMPACT:

NONE

SUBMITTED BY:

Emily Koontz for David Morgan, General Manager

ATTACHMENTS:

	Description	Type
□	GTEC Minutes April 17, 2019	Backup Material

**Minutes of the Meeting of
Georgetown Transportation Enhancement Corporation
and the Governing Body of the
City of Georgetown, Texas
Wednesday, April 17, 2019**

The Georgetown Transportation Enhancement Corporation of the City of Georgetown, Texas, met on **Wednesday, April 17, 2019.**

Board Members Present: Jay Warren – President, John Hesser – Vice-President, Al Hajka , Bob Whetsell, John Marler

Board Members Absent: Colin McGahey – Secretary, Rachael Jonrowe

Staff Present: David Morgan, Leigh Wallace, Jim Briggs, Wesley Wright, Ray Miller, Paul Diaz, Emily Koontz

Others Present: None

Minutes

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: Meeting was called to order at 3:30 PM by Warren
- B. Introduction of New Board Members and Visitors: No visitors
- C. Review Board/Meeting Procedures - Emily Koontz, GTEC Board Liaison
- D. Industry/CAMPO/TxDOT Updates: Miller gave updates. Presentation is included in the packet. Hesser asked for clarification on the penalty for the ozone clarity and Miller replied that, if you designate at non-attainment, transportation projects then go through a more rigorous process. Marler asked and Miller replied that the max is 70 and, beyond that, there is a tier of severity.
- E. Presentation on the Sales Tax Model in preparation for the FY2020 Budget --Paul Diaz, Budget Manager. Diaz gave presentation. Presentation is included in the packet. Warren asked and Diaz confirmed that the categories are seeming to all match up and the city can then estimate the amount of sales tax that will be received based on these trends. Hesser asked and Diaz replied that it would be difficult to look at how Red Poppy Festival affects the local businesses because the numbers the city receives is by month.

- F. Presentation of Georgetown Transportation Enhancement Corporation monthly financial reports for March 2019 and discussion regarding the Fiscal Year 2018 external audit and Comprehensive Annual Financial Report for the City and GTEC. Wallace gave the reports which are included in the packet. Hesser asked and Wallace replied that the report comes out of the financial system and then employees build this report in excel.

Legislative Regular Agenda:

- G. Nominations and election of President of the GTEC Board consistent with Section 3.02 of the GTEC Bylaws. – David Morgan – General Manager – GTEC Board. Jay Warren was nominated for President by Whetsell and accepted the nomination. **MOTION by** Whetsell, **SECOND by** Marler. **APPROVED** 5-0-2 (McGahey and Jonrowe - absent)
- H. Nominations and election of Vice-President of the GTEC Board consistent with Section 3.02 of the GTEC Bylaws.--David Morgan- General Manager - GTEC Board. Al Hajka was nominated for Vice-President by Whetsell and accepted the nomination. **MOTION by** Whetsell, **SECOND by** Warren. **APPROVED** 5-0-2 (McGahey and Jonrowe - absent)
- I. Nominations and election of Secretary of the GTEC Board consistent with Section 3.02 of the GTEC Bylaws.--David Morgan-General Manager, GTEC Board. Bob Whetsell was nominated for Secretary by Marler and accepted the nomination. **MOTION by** Marler, **SECOND by** Hajka. **APPROVED** 5-0-2 (McGahey and Jonrowe - absent)
- J. Review and possible action related to the Day and Time of GTEC Board Meetings. – David Morgan - General Manager, GTEC Board **MOTION by** Whetsell to keep the meetings on the third Wednesday of the month at 3:30pm, **SECOND by** Marler. **APPROVED** 5-0-2 (McGahey and Jonrowe - absent)
- K. Consideration and possible approval of the minutes from the February 20, 2019 GTEC Board Meeting. -- David Morgan - General Manager, GTEC Board **MOTION by** Hesser, **SECOND by** Whetsell. **APPROVED** 4-0-2-1 (McGahey and Jonrowe – absent, Marler – abstained)
- L. Discussion and possible action to recommend to Council a resolution of the Georgetown Transportation Enhancement Corporation authorizing the bylaws of the corporation, clarifying the roles of the General Manager and Finance Manager and authorizing those individuals to delegate duties and responsibilities. - Leigh Wallace, Finance Director, COG, Finance Manager, GTEC. **MOTION by** Marler, **SECOND by** Hajka. **APPROVED** 5-0-2 (McGahey and Jonrowe - absent)

ADJOURNMENT:

MOTION by Marler, second by Hajka to adjourn the meeting. **APPROVED** 5-0-2 (McGahey and Jonrowe - absent)

Meeting adjourned at 4:30PM.



Adjournment

Approved:

Attest:

Jay Warren- President

Colin McGahey – Secretary

Emily Koontz – Board Liaison

City of Georgetown, Texas
Transportation Enhancement Corp
May 15, 2019

SUBJECT:

Consideration and possible recommendation to approve change order #1 to Joe Bland Construction in the amount of \$223,044.00 to construct the eastbound right turn lane from Williams Drive to Rivery Blvd. -- Wesley Wright, PE, Systems Engineering Director/Michael Hallmark, CIP Manager

ITEM SUMMARY:

The Rivery TIA Improvements completed in FY18 consisted of three turn lanes on Rivery Blvd. A fourth turn lane at Williams and Rivery was delayed due concerns that funds would not be available to cover the costs.

Joe Bland Construction is currently constructing the Rivery Blvd extension from Williams Drive to Northwest Blvd. as part of the voter approved 2015 Road Bond program. Due to their close proximity, Joe Bland Construction provided a change order price to add this eastbound right turn lane from Williams Drive onto Rivery Blvd to their existing project. Their price has been reviewed by both staff and our consulting engineer and both recommend approval.

FINANCIAL IMPACT:

This project will be funded from the Rivery TIA Improvement GTEC budgeted line item.

SUBMITTED BY:

Wesley Wright, P.E., Systems Engineering Director/Michael Hallmark, CIP Manager

ATTACHMENTS:

	Description	Type
☐	co#1 FORM	Cover Memo
☐	CO COST BREAKDOWN	Cover Memo

Change Order

No. **1**

Date of Issuance: _____ Effective Date: _____

Owner: City of Georgetown	Purchase Order No.	Owner's Contract No.:18-0058-CIP
Contract: Rivery Extension Project		Date of Contract: 06/12/2018
Contractor: Joe Bland Construction		Engineer's Project No.:14-130

The Contract Documents are modified as follows upon execution of this Change Order:

Description:

Joe Bland Construction to construct a turn lane on the east bound side of Williams drive at Rivery boulevard. This includes necessary striping, curb & gutter, sidewalk and storm water facilities.

Attachments (list documents supporting change):

CHANGE IN CONTRACT PRICE:	CHANGE IN CONTRACT TIMES:
Original Contract Price: \$5,099,000.00 from previously approved Change Orders No. _____ to No. _____: N/A Contract Price prior to this Change Order: N/A Increase of this Change Order: \$223,044.00 Contract Price incorporating this Change Order: \$5,322,044.00	Original Contract Times: <input type="checkbox"/> Working days <input checked="" type="checkbox"/> Calendar days Substantial completion (days or date): 270 Ready for final payment (days or date): 320 from previously approved Change Orders No. _____ to No. _____: Substantial completion (days): N/A Ready for final payment (days): N/A Contract Times prior to this Change Order: Substantial completion (days or date): N/A Ready for final payment (days or date): N/A [Increase] of this Change Order: Substantial completion (days or date): 90 Ready for final payment (days or date): 90 Contract Times with all approved Change Orders: Substantial completion (days or date): 360 Ready for final payment (days or date): 410

RECOMMENDED:	ACCEPTED:	ACCEPTED:
By: _____ Engineer (Authorized Signature)	By: _____ Owner (Authorized Signature)	By: _____ Contractor (Authorized Signature)
Date: _____	Date: _____	Date: _____

Change Order

Instructions

A. GENERAL INFORMATION

This document was developed to provide a uniform format for handling contract changes that affect Contract Price or Contract Times. Changes that have been initiated by a Work Change Directive must be incorporated into a subsequent Change Order if they affect Price or Times.

Changes that affect Contract Price or Contract Times should be promptly covered by a Change Order. The practice of accumulating Change Orders to reduce the administrative burden may lead to unnecessary disputes.

If Milestones have been listed in the Agreement, any effect of a Change Order thereon should be addressed.

For supplemental instructions and minor changes not involving a change in the Contract Price or Contract Times, a Field Order should be used.

B. COMPLETING THE CHANGE ORDER FORM

Engineer normally initiates the form, including a description of the changes involved and attachments based upon documents and proposals submitted by Contractor, or requests from Owner, or both.

Once Engineer has completed and signed the form, all copies should be sent to Owner or Contractor for approval, depending on whether the Change Order is a true order to the Contractor or the formalization of a negotiated agreement for a previously performed change. After approval by one contracting party, all copies should be sent to the other party for approval. Engineer should make distribution of executed copies after approval by both parties.

If a change only applies to price or to times, cross out the part of the tabulation that does not apply.

Joe Bland Construction, L.P.
13111 Dessau Rd.
Austin, Texas 78754
(512)821-2808 Fax: (512)670-0694

May 6, 2019

Rivory Blvd Extension

CHANGE ORDER #1 (Added Turn Lane - RM 2338)

Item	Description	Unit	Quantity	Unit Price	Total Amount
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1	Right Turn Lane Off Williams to Rivory (East Bnd) *See attached spread sheet	LS	1.00	\$ 223,044.00	\$ 223,044.00
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NOTE: Additional 90 Calendar Days added to contract

TOTAL: \$ 223,044.00

SUBMITTED BY:

Joe Bland Construction, L.P.



Kyle Klusmann, PM

5-6-19

Date

APPROVED: KPA Engineering

Trae Sutton, PE

Date

APPROVED: City of GT

Joel Weaver, PM

Date

RM 2338 TURN LANE AT RIVERY (CHNG ORDER)

JOE BLAND CONSTRUCTION, L.P.

13111 DESSAU ROAD

AUSTIN, TX 78754

Contact: KYLE KLUSSMANN

Phone:

Fax:

Quote To:

CITY OF GT
JOEL WEAVER

Job Name:

RM 2338 RT TRN LN TO RIVERY

Date of Plans:

Revision Date:


Phone:

Fax:

ITEM	DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	AMOUNT
12	CONSTRUCTION LAYOUT	1.00	LS	2,500.00	2,500.00
13	POT HOLE EXISTING UTILITIES	1.00	LS	2,500.00	2,500.00
15	TRENCH SAFETY PLAN	1.00	LS	750.00	750.00
20	TRENCH SAFETY PLAN IMPLEMENT	90.00	LF	15.00	1,350.00
30	BARRICADES, SIGNS & TRAFFIC CONTROL	3.00	MO	3,000.00	9,000.00
40	PREP ROW	4.00	STA	1,200.00	4,800.00
50	SILT FENCE INSTALL & MAINTAIN	370.00	LF	4.00	1,480.00
60	INLET PROTECTION	2.00	EA	125.00	250.00
70	TREE PROTECTION	115.00	LF	5.00	575.00
80	REMV CONC SIDEWALK	1,909.00	SY	5.00	9,545.00
90	REMV CONC CURB & GUTTER	391.00	LF	3.00	1,173.00
95	TOPSOIL	398.00	SY	5.00	1,990.00
100	BLOCK SODDING	398.00	SY	8.00	3,184.00
105	REVEG & WATER OTHER DISTURBED AREA	200.00	SY	4.00	800.00
110	IRRIGATION SYSTEM REPAIRS	1.00	LS	1,000.00	1,000.00
120	INSTALL 8" EC LOGS	40.00	LF	8.00	320.00
130	REMV 8" EC LOGS	40.00	LF	2.00	80.00
140	MAILBOX INSTALL - SINGLE	1.00	EA	500.00	500.00
150	TREE REMOVAL 18"-24"	1.00	EA	750.00	750.00
160	REMV STAB BASE/ASPHALT (0-4")	55.00	SY	25.00	1,375.00
170	REMV STAB BASE/ASPHALT (8-14")	52.00	SY	50.00	2,600.00
180	REMOVE WOOD FENCE	12.00	LF	25.00	300.00
190	REMOVE ROCK WALL STRUCTURE	86.00	LF	10.00	860.00
192	ADJUST EXISTING WATER METER BOXES	6.00	EA	250.00	1,500.00
194	SAWCUT ASPHALT	350.00	LF	3.00	1,050.00
220	4" HMA	520.00	SY	30.00	15,600.00
230	EXCAVATION	562.00	CY	20.00	11,240.00
235	PREP SUBGRADE	695.00	SY	2.00	1,390.00
240	8" BLACK BASE	695.00	SY	60.00	41,700.00
250	8" SOLID WHITE	272.00	LF	2.00	544.00
260	24" SOLID WHITE	12.00	LF	6.00	72.00

ITEM	DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	AMOUNT
270	TYPE 1-C REFLECTOR BUTTON	14.00	EA	5.00	70.00
280	TURN LANE ARROW	2.00	EA	150.00	300.00
290	WORD ONLY	2.00	EA	150.00	300.00
300	48" STORM SEWER MH	1.00	EA	6,000.00	6,000.00
310	WQV STORM TROOPER (SWAQ-05)	1.00	EA	23,000.00	23,000.00
320	STREET SIGNS	2.00	EA	750.00	1,500.00
330	REMV & REPLC STREET SIGN	1.00	EA	350.00	350.00
360	CURB INLET	1.00	EA	5,000.00	5,000.00
370	CONCRETE CURB & GUTTER	377.00	LF	12.00	4,524.00
380	REINF CONC SIDEWALK - 5" THICK	264.00	SY	43.00	11,352.00
390	REINF CONC DRIVEWAY - 6" THICK	30.00	SY	63.00	1,890.00
400	18" RCP CLS III	90.00	LF	82.00	7,380.00
402	FLOW FILL / CUT & RESTORE FOR 18" RCP	1.00	LS	6,000.00	6,000.00
410	ADA RAMP - TYPE 1	1.00	EA	2,000.00	2,000.00
460	STREET LIGHT POLE / MASS ARM	1.00	EA	4,500.00	4,500.00
470	24" CONC FOUNDATION - ST LIGHT POLE	1.00	EA	1,000.00	1,000.00
480	1" PVC ELCTRICAL CONDUIT	170.00	LF	8.00	1,360.00
490	#12-2 COPPER CIRC IN 1" CONDUIT	185.00	LF	4.00	740.00
495	FORCE ACCOUNT WORK	1.00	LS	25,000.00	25,000.00
GRAND TOTAL					\$223,044.00

JOE BLAND CONSTRUCTION, LP
13111 Dessau Road
Austin, Texas 78754


5-6-19

City of Georgetown, Texas
Transportation Enhancement Corp
May 15, 2019

SUBJECT:

Discussion and Project Eligibility determination for Georgetown Transportation Enhancement Corporation (GTEC) Funding (4B Sales Tax).

ITEM SUMMARY:

Candidate Project

The candidate project is known as Memorial or CR 265 and located just north of SH-29. The project limits would be Wolf Ranch Parkway to River Chase Boulevard (see attached location map). The candidate project is currently a 2-lane facility with street width that vary up to 18'. It is approximately 2100 LF and would involve constructing an improved 2-lane facility or a 3-lane facility. ROW constraints may limit constructing a 4-lane ROW. The project is estimated at \$3.0 - \$3.5 million. The candidate project is listed as Project #7 in the Overall Transportation Plan's list of short-term improvements.

Purpose / Need for the Project

With the planned improvements along SH-29 and the addition of a concrete median, the improvement of Memorial would enhance traffic circulation for current and future businesses and for existing neighborhoods. It would provide improved access for proposed developments and thus enhance the economic growth of the area.

FINANCIAL IMPACT:

N/A

SUBMITTED BY:

ATTACHMENTS:

Description	Type
 Meeting Memo	Backup Material



MEMORANDUM

TO: Georgetown Transportation Enhancement Corporation (GTEC)

FROM: Ray Miller, Jr., Transportation Planning Coordinator

SUBJECT: Project Eligibility for GTEC Funding (4B Sales Tax)

DATE: May 10, 2019

Subject:

Discussion and Project Eligibility determination for Georgetown Transportation Enhancement Corporation (GTEC) Funding (4B Sales Tax).

Candidate Project

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Purpose / Need for the Project

With the planned improvements along SH-29 and the addition of a concrete median, the improvement of Memorial would enhance traffic circulation for current and future businesses and for existing neighborhoods. It would provide improved access for proposed developments and thus enhance the economic growth of the area.



GTEC (4B)

Analysis of Expenditures under the ACT

Question 1	
<i>Is the expenditure for “streets, roads, drainage and other related transportation system improvements, Including the payment of maintenance and operating expenses associated with such authorized projects?”(Ballot Language)</i>	
Question 2	
<i>Is the expenditure for “streets, roads, drainage and other related transportation system improvements, including the payment of maintenance and operation expenses associated with such authorized projects” an authorized “Cost” as that term is defined in the Act {Act 2(4)} (see below definition of “Cost under the Act):</i>	
a.	Acquisition, cleanup, construction, reconstruction, improvement, expansion, including the cost of acquisition of all land, rights-of-way, property rights, easements and interests.
b.	Machinery and equipment, financing charges, inventory, raw materials and other supplies.
c.	Research and development costs.
d.	Interest prior to and during construction and for one year after completion of construction whether or not capitalized.
e.	Necessary reserve funds.
f.	Cost of estimates and of engineering and legal services.
g.	Plans.
h.	Specifications.
i.	Surveys.
j.	Estimates of cost and revenue.
k.	Other expenses necessary or incident to determining the feasibility and practicability of acquiring, cleaning, constructing, reconstructing, improving, and expanding any such project.
l.	Administrative expense or such expense as may be necessary or incident to the acquisition, cleanup, construction, reconstruction, improvement and expansion thereof, the placing of the same in operation and the financing or refinancing of any such project.
m.	Refunding of any outstanding obligations, mortgages, or advances issued, made or given by any person for any of the aforementioned costs.

Question 3

Is the expenditure for “streets, roads, drainage and other related transportation system improvements, including the payment of maintenance and operation expenses associated with such authorized projects” an authorized projects” related to an authorized “Project” as defined in the Act (see below definition of “Project under the Act):

a.	Targeted infrastructure and improvements (one or more) (limited to the ballot language to streets, roads, drainage and other related transportation system improvements) that are for the creation and retention of primary jobs {defined in Section 2(17) of the Act as jobs available at a company for which a majority of the products or services of that company ultimately exported to regional, statewide, national or international markets infusing new dollars into the location economy, and that are in one of the following NAICS sectors: 111 (crop production); 112 (animal production); 113 (forestry and logging); 11411 (commercial fishing); 115 (support activities for agriculture and forestry); 211 to 213 (mining); 221 (utilities); 311 to 339 (manufacturing); 42 (wholesale trade); 48 and 49 (transportation and warehousing); 51 (excluding 512131 and 5121332) (information (excluding movie theatres and drive in theatres)); 523-525 (securities, commodity contracts, and other financial investments and related activities; insurance carriers and related activities; funds, trusts and other financial vehicles); 5413, 5415, 5416, 5417, and 5419 (scientific research and development services; 551 (management of companies and enterprises); 56142 (telephone call centers); 922140 (correctional institutions), or 928110 (National Security for the corresponding index entries for Armed Forces, Army, Navy, Air Force, Marine Corps, and Military Bases)} and that are found by the board of directors to be required and suitable for the development, retention or expansion of manufacturing and industrial facilities, research and development facilities, military facilities, including closed and realigned military bases, transportation facilities (included but not limited to airports, ports, mass commuting facilities, and parking facilities), sewage or solid waste disposal facilities, recycling facilities, air or water pollution control facilities, facilities for the furnishing of water to the general public, distribution centers, primary jobs training facilities for the use of institutions of higher education; and regional or national corporate headquarters facilities [Act 2(11)(A)]; or
b.	Job training required or suitable for the promotion of the development and expansion of business enterprises and other enterprises described by this Act as provided by Section 38 of the Act, which requires a business enterprise offering job training to commit in writing to create new jobs that pay wages that are at least equal to the prevailing water for applicable occupation in the local labor market area, or increase its payroll to pay wages that are at least equal to the prevailing wage for the applicable occupation in the local labor market area [Act 2(11)(B)]; or
c.	Infrastructure necessary to promote or develop new or expanded business enterprises limited to streets, and roads, rail spurs, water and sewer utilities, electric utilities, gas utilities, drainage, site improvements and related improvements, and telecommunications and internet improvements and beach remediation along the Gulf of Mexico [Act 2(11)(C)]; or
d.	Land, buildings, equipment, facilities, improvements, and expenditures found by the board of directors to be required or suitable for the use for a career center, if the area to be benefited by the career center in not located in the taxing jurisdiction of a junior college district [Act 2(11)(D)]; or
e.	Infrastructure, improvements, land acquisition, buildings, or expenditures that are for the creation or retention of primary jobs for NAICS Sector 928110 (National Security, for the corresponding index entries for the Armed Forces, Army, Navy, Air Force, Marine Corps, and Military Bases) and that are found by the board of directors to be required or suitable for prompting or supporting military bases in active use



	to prevent the possible future closure or realignment of the base; attracting new military missions to a military base in active use; or redeveloping a military base that has been closed or realigned. [Act 2(11)(—)]	
f.	Professional and amateur (including children’s) sports, athletic, entertainment, tourist, convention, and public park purposes and events, including stadiums, ball parks, auditoriums, amphitheaters, concert halls, parks and park facilities, open space improvements, museums, exhibition facilities, and related store, restaurant, concession, and automobile parking facilities, related transportation facilities, and related roads, streets, water and sewer facilities, and other related improvements that enhance any of those items. [Act 4B(a)(2)(A)]; or	
g.	Promote or develop new or expanded business enterprises that create or retain primary jobs, including a project to provide public safety facilities, streets and road, drainage and related improvements, demolition of existing structures, general municipally owned improvements, as well as any improvements or facilities that are related to any of those projects and any other project that the board in its discretion determines promotes or develops new or expanded business enterprises that create and retain primary jobs [Act 4B(a)(2)(B)]; or	
h.	Required or suitable for the promotion of development and expansion of affordable housing as defined by 42 U.S.C. Section 12745 [Act 4B(a)(2)(C)]; or	
i.	Required or suitable for the development or improvement of water supply facilities including dams, transmission lines, well field developments, and other water supply alternatives. [NOTE: Only if approved by the voters at a special election.] Act 4B(a)(2)(D), 4B(a-5)(1) and (2).]	
j.	Required or suitable for the development and institution of water or for the development and institution of water conservation programs, including incentives to install water-saving plumbing fixtures, educational programs, brush control programs and programs to replace malfunctioning or leaking water lines and other water facilities. [NOTE; Only is approved by the voters at a special election) Act 4B(a)(2)(E), 4B(a-5)(1) and (2).];	
k.	Required or suitable for the development, retention, or expansion of business enterprises if the project is undertaken by a corporation created by an eligible city that has not for each of the preceding two years received more than \$50,000 in revenues from sales and use tax imposed under this section, and the governing body which has authorized the project by adopting a resolution at least two separate reading conducted at least on week apart. [Act 4B(a)(2)(F)]	
Question 4		
Did the Board of Directors of GTEC make specific findings with regard to the type of expenditure, whether it was within the definition of “Cost”; and what type of “Project” it relates to?		
*****	THE ANSWERS TO <u>ALL</u> OF THE FOUR MAIN QUESTIONS ABOVE MUST BE “YES” IN ORDER FOR THE EXPENDITURE OF GTEC FUNDS TO BE PROPER UNDER THE BALLOT LANGUAGE AND THE ACT.	*****

Location Map

