

**Notice of Meeting for the
Parks and Recreation Advisory Board
of the City of Georgetown
November 21, 2019 at 6:00 PM
at 1101 N. College Street, 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 - Jim Hougnon, Parks and Recreation Advisory Board Chair
- B Roll Call - Jim Hougnon, Parks and Recreation Advisory Board Chair
- C Parks and Recreation staff member introduction and presentation - Kimberly Garrett, Parks and Recreation Director
- D Update from the Friends of Georgetown Parks and Recreation - Danelle Houck, Parks and Recreation Advisory Boardmember
- E Project Updates and Staff Report - Eric Nuner, Assistant Director of Parks and Recreation
- F Discussion on December 2019 Parks and Recreation Advisory Board meeting. - Kimberly Garrett, Parks and Recreation Director

Legislative Regular Agenda

- G Consideration and possible recommendation to approve the City of Georgetown's Bicycle Master Plan - Ray Miller, Acting Director of Public Works
- H Consideration and possible action to recommend approval of the parkland dedication proposal for the Bridgehaven single family development. -- Kimberly Garrett, Parks and Recreation Director
- I Consideration and possible action to recommend approval of a Task Order with RVi of Austin, TX, for professional services related to San Gabriel Park Phase III improvements in the amount of \$592,775.00-- Eric Nuner, Assistant Parks and Recreation Director
- J Consideration and possible action to approve minutes from the October 10, 2019 meeting - Jill Kellum, Administrative Supervisor

Adjournment

Adjourn - Jim Hougnon, Parks and Recreation Advisory Board Chair

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.

Robyn Densmore, City Secretary

City of Georgetown, Texas
Parks and Rec Advisory Board
November 21, 2019

SUBJECT:

Project Updates and Staff Report - Eric Nuner, Assistant Director of Parks and Recreation

ITEM SUMMARY:

FINANCIAL IMPACT:

N/A

SUBMITTED BY:

Eric Nuner, Assistant Director of Parks and Recreation

ATTACHMENTS:

Description		Type
☐	Project updates November 21, 2019	Backup Material

Parks and Recreation

Capital Improvement Projects –November 2019

San Gabriel Park Phase II– Final items on the punch list are being completed. The project is substantially complete.

Katy Crossing Trail –The trail corridor has been cleared and concrete placement has begun the week of November 18th, 2019 for the trail. Grading continues and culvert boxes are being completed.



Katy Crossing Trail Corridor



Box culvert installation

ADA Trail Reconstruction – 2018 phase II reconstruction of the San Gabriel River Trail is scheduled to be completed in summer of 2020. Purchasing is reviewing the bid documents for final preparation for bid.

Wolf Ranch Trail – Project is 99% complete pending revegetation and will be turned over to the City once final walk through and punch list are complete.



Wolf Crossing Trail Construction

Berry Creek Neighborhood Park –Parks will act as the general contractor for the Golden Bear Park project with several parts being installed by staff. Parks has taken delivery of the playground units. Engineering services have been secured. Park design and layout is being completed with engineering firm and park staff. Design has been sent to TCEQ for approval of WPAP exemption. Project is on schedule and moving forward. Pre development meeting with the planning department is scheduled for November 18th.

Kelly Park – Renovations through the Capital Repair and Replacement Fund. Project is on hold.

Booty's Road Park Pavilion Renovations – Pavilion is scheduled to be cleaned and repainted the week of November 18, 2019. New tables have been ordered and will be installed by parks staff once painting is complete.

Grace Heritage Plaza – Project is moving forward as scheduled. Plaza concrete will be poured Tuesday, November 19th. Next steps are planter box and pave stone installation.



City of Georgetown, Texas
Parks and Rec Advisory Board
November 21, 2019

SUBJECT:

Discussion on December 2019 Parks and Recreation Advisory Board meeting. - Kimberly Garrett, Parks and Recreation Director

ITEM SUMMARY:

FINANCIAL IMPACT:

N/A

SUBMITTED BY:

Jill Kellum, Administrative Supervisor

City of Georgetown, Texas
Parks and Rec Advisory Board
November 21, 2019

SUBJECT:

Consideration and possible recommendation to approve the City of Georgetown's Bicycle Master Plan - Ray Miller, Acting Director of Public Works

ITEM SUMMARY:

In 2018, the City of Georgetown began updating its 2030 Comprehensive Plan. A component of this update is the Bicycle Master Plan (the Plan), a joint effort between City staff and a project team from the University of Texas at Austin (UT Austin). An initial study of bicycling conditions in Georgetown was conducted in fall 2016 by the UT project team. This study provided a baseline for the formal planning process that began in fall 2018. To inform the plan-making, the project team engaged with the Georgetown community extensively through public workshops, online surveys, and neighborhood intercept surveys; led stakeholder meetings with City and County staff and representatives of regional and state agencies; and administered site visits across the city. In addition, the project team assembled 12 case studies of best practices from around the country and completed 11 topical reports on technical components of bicycle planning, including but not limited to crash analyses, cost estimates, and design considerations.

Beginning in September, representatives from the University of Texas and City Staff have been presenting the plan to various City boards and commissions, several community groups and to the public to introduce them to the plan and to obtain their comments regarding the draft Bicycle Master Plan. Below is a summary of the meetings and groups that the plan has been presented to:

- September 24, 2019 - City Council Workshop
- September 25, 2019 - Plan goes live on the Web
- October 1, 2019 - Presentation to the Youth Advisory Council (6 were in attendance)
- October 10, 2019 - Presentation to the Parks & Rec Board
- October 11, 2019 - Presentation to the GTAB
- October 15, 2019 - Presentation to the Planning & Zoning Commission
- October 18, 2019 - Presentation to Sun City Cyclists (56 members were in attendance)
- October 21, 2019 - Presentation to the Commission on Aging (10 were in attendance)
- October 23, 2019 - Public Open House at Georgetown Public Library (20 persons signed in)

Stories on the Draft Bicycle Master Plan were aired on the Following Austin News Stations: KXAN - NBC News, KVUE - ABC News, and Fox 7 - Fox News. The Bicycle Master Plan was also on the City's Web site and staff received about 50 comments on-line.

In summary, most of the comments were in regards to additional connectivity; cost and implementation of the plan; types of bicycle infrastructure being recommended; and improved bicycling safety. In general, the plan was well received by the public especially the cycling groups in Georgetown.

The attached maps of the proposed bicycle network and cost estimates are based on the comments that were received through the meetings listed above and on-line forum.

FINANCIAL IMPACT:

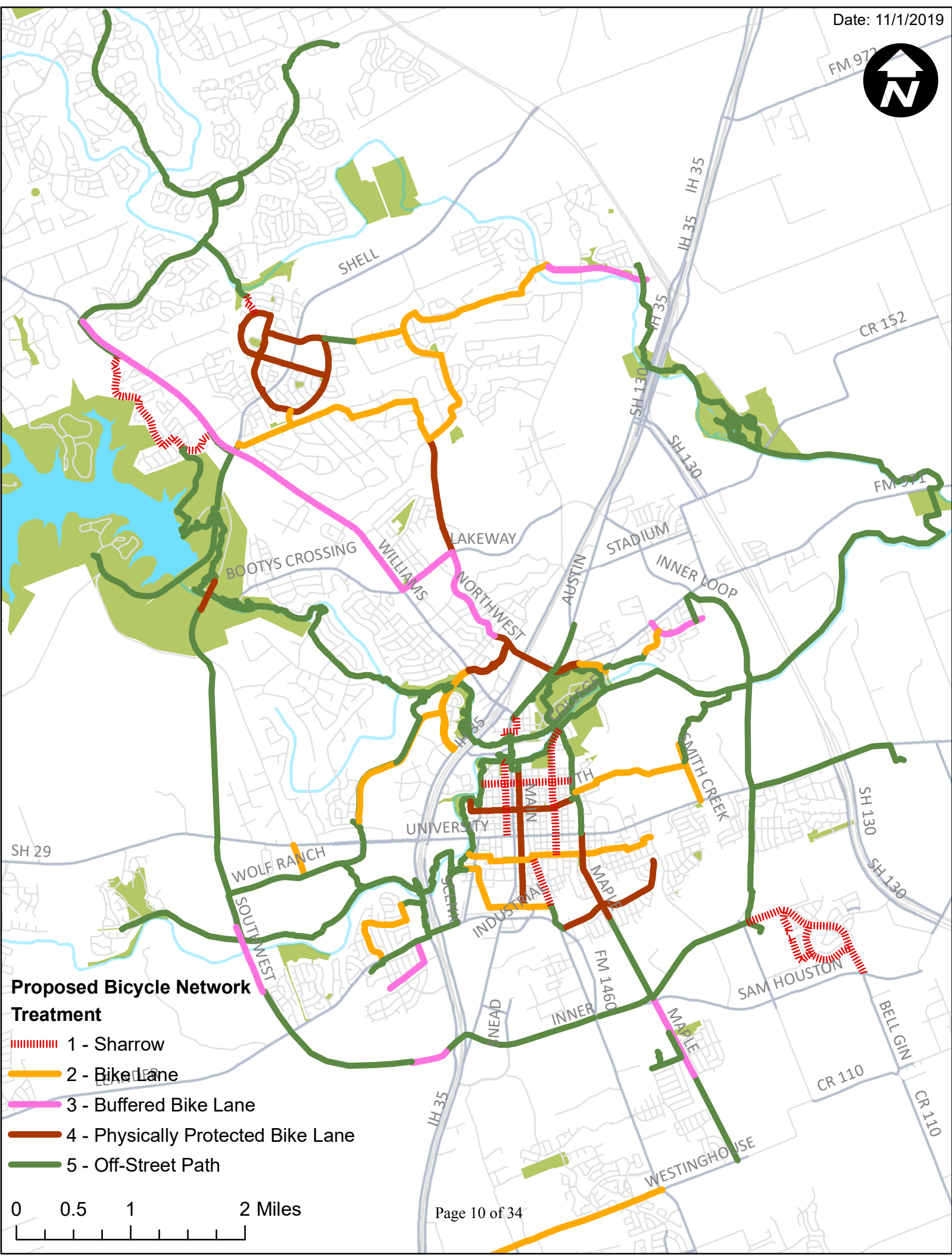
Potentially \$17.0 million which would be complete build out of the proposed bicycle network.

SUBMITTED BY:

Ray Miller, Acting Director of Public Works

ATTACHMENTS:

	Description	Type
▣	Network	Backup Material
▣	Prioritization	Backup Material
▣	Costs	Backup Material



Proposed Bicycle Network Treatment

- 1 - Sharrow
- 2 - Bike Lane
- 3 - Buffered Bike Lane
- 4 - Physically Protected Bike Lane
- 5 - Off-Street Path

0 0.5 1 2 Miles

FM 972



CR 152

SHELL RD

N IH 35 NB

N IH 35 SB

SH-130 TOLL SB

SH-130 SB

NORTHWEST BLVD

LAKEWAY DR

STADIUM DR

BOOTYS CROSSING RD

WILLIAMS DR

N IH 35 SB

N AUSTIN AVE

FM 971

N COLLEGE ST

S IH 35 NB

S AUSTIN AVE

E 7TH ST

E UNIVERSITY AVE

SH 130 SB

SH 130 NB

SAM HOUSTON AVE

CR 110

BELL GIN RD

CR 110

WESTINGHOUSE RD

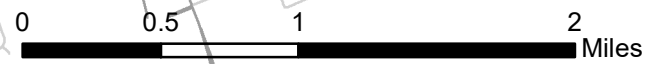
FM 1460

SE INNER LOOP

SNEAD DR

S IH 35 NB

S IH 35 SB



Proposed Network Prioritization

- Existing Network Segment
- Highest Priority
- High Priority
- Medium Priority

FM 972



CR 152

SHELL RD

N IH 35 NB

N IH 35 SB

SH-130 TOLL SB

SH-130 SB

NORTHWEST BLVD

LAKEWAY DR

STADIUM DR

BOOTYS CROSSING RD

WILLIAMS DR

N IH 35 SB

N AUSTIN AVE

FM 971

N COLLEGE ST

S IH 35 NB

S AUSTIN AVE

E 7TH ST

E UNIVERSITY AVE

SH 130 SB

SH 130 NB

SAM HOUSTON AVE

CR 110

BELL GIN RD

CR 110

WESTINGHOUSE RD

FM 1460

SE INNER LOOP

SNEAD DR

SCENIC DR

S IH 35 NB

S IH 35 SB

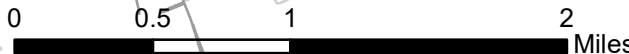
SOUTHWEST BYP

W UNIVERSITY AVE

LEANDER RD

Proposed Network Prioritization

- Existing Network Segment
- Highest Priority
- High Priority
- Medium Priority



City of Georgetown, Texas
Parks and Rec Advisory Board
November 21, 2019

SUBJECT:

Consideration and possible action to recommend approval of the parkland dedication proposal for the Bridgehaven single family development. -- Kimberly Garrett, Parks and Recreation Director

ITEM SUMMARY:

Bridgehaven is a single family residential development at the intersection of Maple and Westinghouse. They are proposing 254 single family homes which equates to 3.175 acres of parkland. In addition, this development is subject to the development fee of \$1,000 per lot. The developer has indicated they would like to propose developing the park in lieu of paying the fee. In addition, the HOA will enter into a maintenance agreement with the City to maintain the park and open space.

The developer is proposing to dedicate 14.43 acres of open space, lot 24 being 1.3 acres with several heritage trees and lot 23 being 13.13 acres. A large majority of parkland lot 23 has drainage, but creates a nice open space area that is usable most of the time and can be accessed by trails. The FEMA floodplain shown on the map is only proposed, it has not been adopted. In addition, there is ample street frontage along Sunniberg Loop.

This development is going to become part of Westhaven HOA and their residents will have access to their amenity center as well. This development is also in close proximity to Pinnacle Park as well as undeveloped parkland in Westhaven.

Staff is recommending approval of the proposed parkland dedication.

FINANCIAL IMPACT:

NA

SUBMITTED BY:

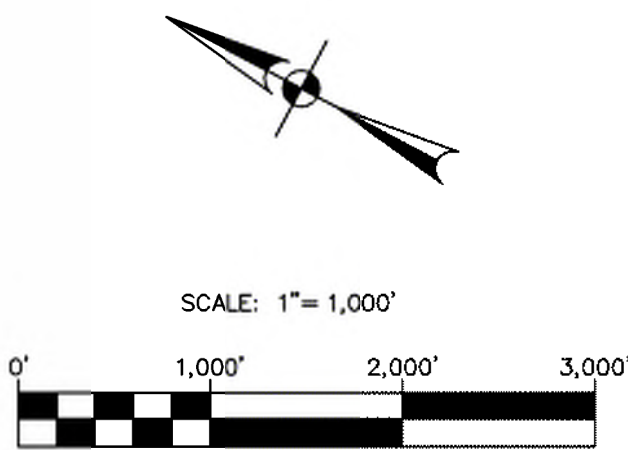
Kimberly Garrett

ATTACHMENTS:

Description	Type
☐ Park exhibits	Exhibit

Date: Nov 01, 2019, 10:42am User ID: cros
File: H:\Projects\510105\03\212 Preliminary\Exhibits\EX101027_51085-00_PARK_Location_ParkVic.dwg

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LEGEND

- BRIDGEHAVEN PROPOSED CITY PARK
- BRIDGEHAVEN PRIVATE OPEN SPACE
- WESTHAVEN AMENITY CENTER
- FAIRHAVEN & SADDLECREEK MUD OPEN SPACE
- GEORGETOWN CITY PARKS
- BOUNDARY LINE
- RIGHT-OF-WAY & LOT LINE
- EXISTING LOT LINE
- FEMA PRELIMINARY FLOODPLAIN



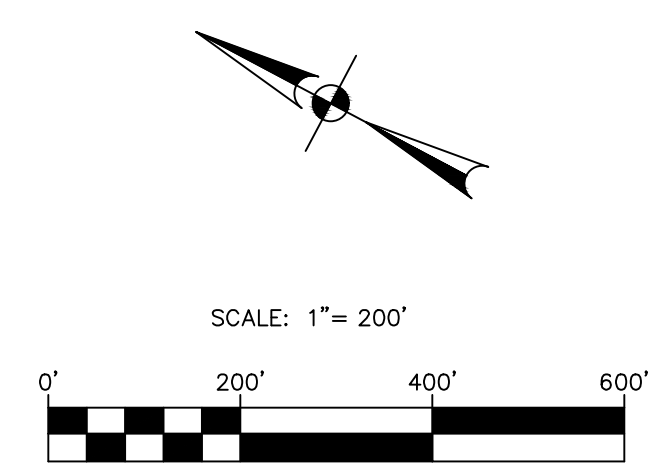
AUSTIN | SAN ANTONIO | HOUSTON | FORT WORTH | DALLAS
1800 N. MO-PAC EXPY, SUITE 300 | AUSTIN, TX 78758 | 512.464.8711
TDC FIRM REGISTRATION #4470 | TEPIS FIRM REGISTRATION #10008601

BRIDGEHAVEN PRELIMINARY PLAT

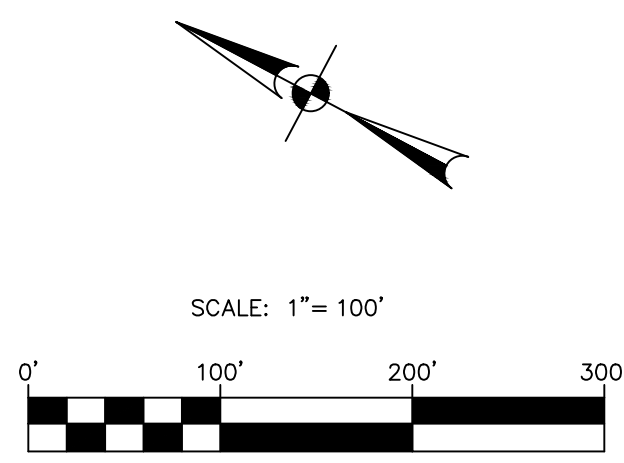
CITY OF GEORGETOWN, TEXAS
PARKLAND EXHIBITS
LOCATION MAP AND PARKLAND VICINITY

CITY NO.	PP-2019-XXX
JOB NO.	51085-00
DATE	OCTOBER 2019
DESIGNER	AC, CR
CHECKED	DRAWN, CR
SHEET	EXHIBIT 1

PP-2019-XXX



LOT SUMMARY							
	SINGLE FAMILY	BLOCKS	PUBLIC OPEN SPACE LOTS & DE	PRIVATE OPEN SPACE LOTS & DE	COMMERCIAL LOT	TOTAL ROW ACREAGE	TOTAL ACREAGE
PHASE 1	100	5		3	1	5.17	24.69
PHASE 2	60	3		1		3.47	11.89
PHASE 3	94	5		7		3.82	21.75
PHASE 4		1	2				14.43
PHASE 5		1		1			2.38
MAJOR ARTERIAL ROW DEDICATION							1.52
TOTAL	254	11	2	12	1	12.46	76.66



LEGEND	
	PUBLIC OSL & DE
	PVT OSL & DE
	BOUNDARY LINE
	PHASE LINE
	RIGHT-OF-WAY
	ROAD CENTER LINE (CL)
	LOT LINE
	EASEMENT (ESMT)
	OVERHEAD ELECTRIC LINE
	STREAM CL
	FEMA PRELIMINARY FLOODPLAIN
	EXISTING MINOR CONTOUR
	EXISTING MAJOR CONTOUR
	SURVEY MONUMENTATION FOUND
	PRIVATE OPEN SPACE LOT
	PUBLIC OPEN SPACE LOT
	DRAINAGE EASEMENT
	OPEN PUBLIC RECORDS OF WILLIAMSON COUNTY, TX
	DEED RECORDS OF WILLIAMSON COUNTY, TX
	POINT OF BEGINNING
	HERITAGE TREE

- NOTES**
- EXISTING ONE FOOT CONTOURS ARE A COMPOSITE OF PAPE-DAWSON ENGINEERS AERIAL LIDAR SURVEY CONDUCTED MAY 2019 WITHIN THE PROJECT BOUNDARY AND TNRIS GEORGETOWN 2015 LIDAR OUTSIDE THE PROJECT BOUNDARY. ADDITIONAL SURFACE INFORMATION OUTSIDE THE PROJECT BOUNDARY HAS BEEN INCLUDED FROM ADJACENT SUBDIVISIONS.
 - OPEN SPACE LOTS ARE PRIVATE (PVT) UNLESS DESCRIBED OTHERWISE.

PUBLIC OSL & DE FLOODPLAIN TABLE			
LOT No.	AC IN FLOODPLAIN	AC OUT FLOODPLAIN	TOTAL ACREAGE
23	10.16	2.90	13.11
24	0.22	1.10	1.32
TOTAL	10.38	3.99	14.43
50% CREDIT IN FLOODPLAIN	5.19	3.99	9.18

TREE SCHEDULE			
KEY	TREE No.	SIZE (INDIVIDUAL TRUNKS)	SPECIES
HT	868	56"	PECAN
HT	869	35"	PECAN
HT	872	40"	PECAN
HT	873	31"	PECAN
HT	875	27"	PECAN

DATE	
NO.	
REVISION	

PAPE-DAWSON ENGINEERS

AUSTIN | SAN ANTONIO | HOUSTON | FORT WORTH | DALLAS
1800 N. MOPAC EXPY., SUITE 300 | AUSTIN, TX 78705 | 512.464.8711
TYPE FIRM REGISTRATION #470 | TYPE FIRM REGISTRATION #10028601

BRIDGEHAVEN PRELIMINARY PLAT
CITY OF GEORGETOWN, TEXAS

PARKLAND EXHIBITS
PH 1 & 2 (1 OF 2)

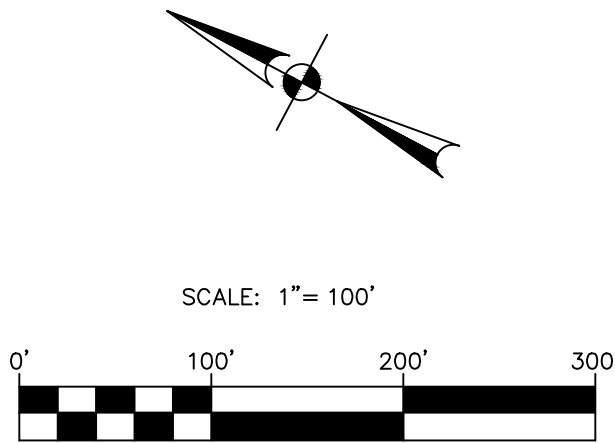
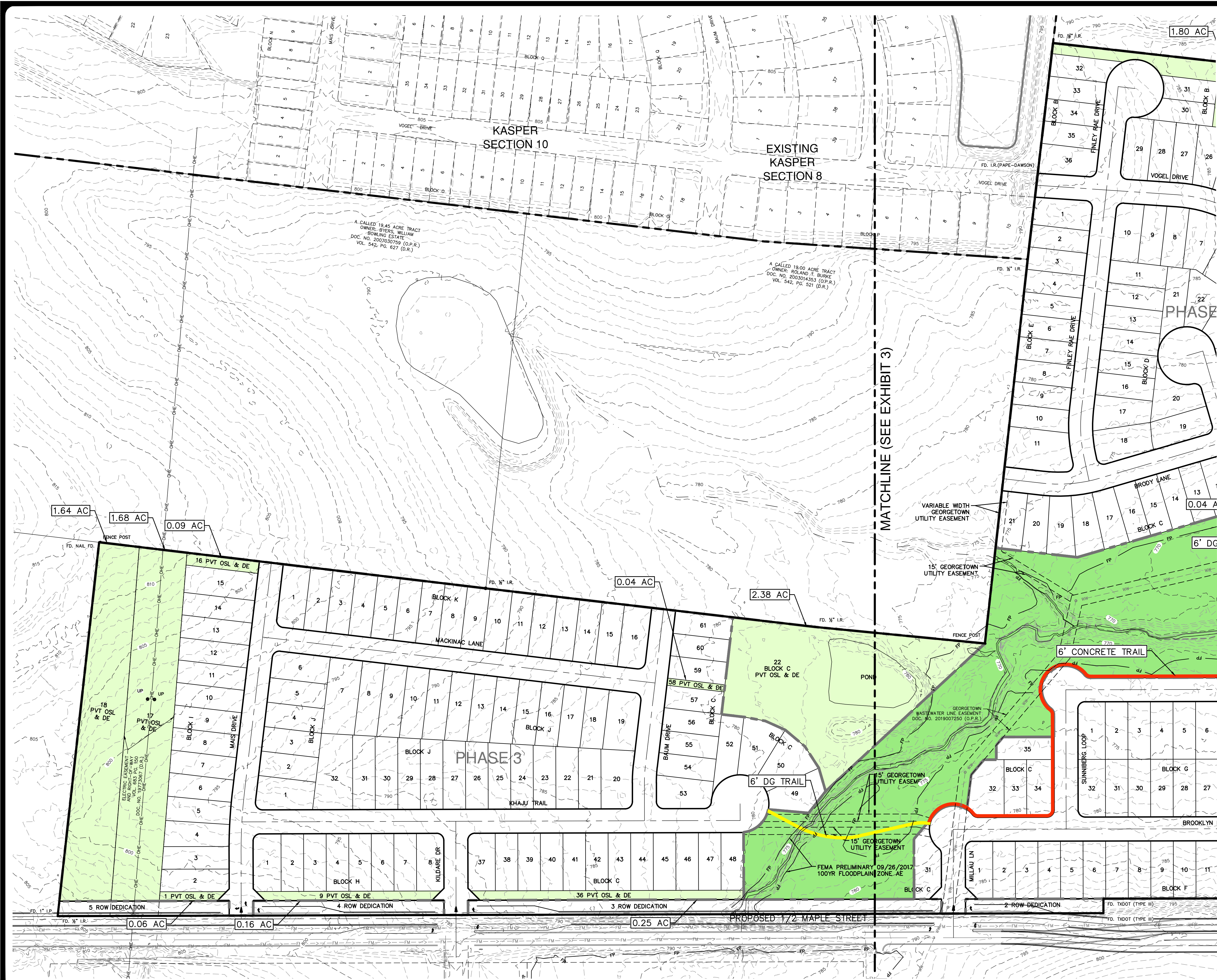
CITY NO.	PP-2019-XXX
JOB NO.	51085-00
DATE	NOVEMBER 2019
DESIGNER	CR
CHECKED	DRAWN
SHEET	EXHIBIT 3

Date: Nov 18, 2019, 4:12pm User ID: n.hompson
File: H:\Projects\51085\00_212 Preliminary\Exhibits\EXHIBIT 3\1027-51085-00-PARK_Acreages_100pc.dwg

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Date: Nov 18, 2019, 4:12pm User ID: hthompson
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LEGEND

- PUBLIC OSL & DE
- PVT OSL & DE
- BOUNDARY LINE
- PHASE LINE
- RIGHT-OF-WAY
- ROAD CENTER LINE (CL)
- LOT LINE
- EASEMENT (ESMT)
- OVERHEAD ELECTRIC LINE
- STREAM CL
- FEMA PRELIMINARY FLOODPLAIN
- EXISTING MINOR CONTOUR
- EXISTING MAJOR CONTOUR
- SURVEY MONUMENTATION FOUND
- PVT OSL
- PUBLIC OSL
- DE
- O.P.R.
- D.R.
- P.O.B.
- PUBLIC OPEN SPACE LOT
- PRIVATE OPEN SPACE LOT
- DRAINAGE EASEMENT
- OPEN PUBLIC RECORDS OF WILLIAMSON COUNTY, TX
- DEED RECORDS OF WILLIAMSON COUNTY, TX
- POINT OF BEGINNING

NOTES

- EXISTING ONE FOOT CONTOURS ARE A COMPOSITE OF PAPE-DAWSON ENGINEERS AERIAL LIDAR SURVEY CONDUCTED MAY 2019 WITHIN THE PROJECT BOUNDARY AND TNRIS GEORGETOWN 2015 LIDAR OUTSIDE THE PROJECT BOUNDARY. ADDITIONAL SURFACE INFORMATION OUTSIDE THE PROJECT BOUNDARY HAS BEEN INCLUDED FROM ADJACENT SUBDIVISIONS.
- OPEN SPACE LOTS ARE PRIVATE (PVT) UNLESS DESCRIBED OTHERWISE.

LAND USE SUMMARY		
	ACREAGE	LOTS
RIGHT-OF-WAY (INTERNAL)	12.46	
MAJOR ARTERIAL ROW DEDICATION	1.52	
TOTAL SINGLE FAMILY LOTS	37.04	254
PUBLIC OSL & DE LOTS	14.43	2
PVT OSL & DE LOTS	8.78	12
COMMERCIAL LOT	2.44	1
TOTAL	76.66	269

NO.	REVISION	DATE

PAPE-DAWSON ENGINEERS
AUSTIN | SAN ANTONIO | HOUSTON | FORT WORTH | DALLAS
18001 N. MOPAC EXPY., SUITE 200 | AUSTIN, TX 78758 | 512.464.8711
TYPE FIRM REGISTRATION #470 | TYPE FIRM REGISTRATION #10028601

BRIDGEHAVEN PRELIMINARY PLAT

CITY OF GEORGETOWN, TEXAS

PARKLAND EXHIBITS
PH 3 (2 OF 2)

CITY NO.	PP-2019-XXX
JOB NO.	51085-00
DATE	NOVEMBER 2019
DESIGNER	CR
CHECKED	DRAWN CR
SHEET	EXHIBIT 4

PP-2019-XXX

City of Georgetown, Texas
Parks and Rec Advisory Board
November 21, 2019

SUBJECT:

Consideration and possible action to recommend approval of a Task Order with RVI of Austin, TX, for professional services related to San Gabriel Park Phase III improvements in the amount of \$592,775.00– Eric Nuner, Assistant Parks and Recreation Director

ITEM SUMMARY:

A master plan for San Gabriel Park was completed in June 2015. The master plan proposed the renovations to the park be completed in phases. Phase I construction started in March 2017 and was completed 2018. Phase 2 construction began in August 2018 and will be complete December 2019. This task order with RVI will complete the design for phase III of San Gabriel Park. RVI has completed the design for the previous phases of construction.

Design of phase III will include one large multi-use performance pavilion, splash pad plaza, entry monuments, roadway and parking improvements, three shade shelters, one new restroom building, one lighted skate park, directional and interpretive signage, open spaces and landscaping, and a low water crossing across the San Gabriel River.

Timeline

Schematic Design April 2020

Design Development July 2020

Construction Documents November 2020

Construction of Phase III is expected to begin in spring 2021.

FINANCIAL IMPACT:

Funds are budgeted in account 120-9-0280-90-045 from general obligation bonds that were part of the November 2008 Parks Bond.

SUBMITTED BY:

Eric Nuner, Assistant Parks and Recreation Director

ATTACHMENTS:

Description	Type
□ Task Order	Backup Material

TASK ORDER

Task Order No. RVi-20-002-LA,
consisting of 10 pages.

Task Order

In accordance with paragraph 1.01 of the Master Services Agreement between Owner and RVi Planning & Landscape Architecture ("Landscape Architect") for Professional Services – Task Order Edition, dated October 22, 2019 ("Agreement"), Owner and Landscape Architect agree as follows:

1. Specific Project Data

A. Title: San Gabriel Park Improvements Phase III

Description: Design services for Phase 3 Improvements including schematic design, design development, construction documents and bid documents.

C. City of Georgetown Project Number: _____

B. City of Georgetown General Ledger Account No.: 120-9-0280-90-045,

E. City of Georgetown Purchase Order No.: _____

F. Master Services Agreement, Contract Number: 20-0006-MSA

2. Services of Landscape Architect

As outlined in Exhibit A

3. Owner's Responsibilities

Owner shall have those responsibilities set forth in the Agreement subject to the following:

As outlined in Exhibit A

4. Times for Rendering Services

<u>Phase</u>	<u>Completion Date</u>
<u>Schematic Design</u>	<u>April 2020</u>
<u>Design Development</u>	<u>July 2020</u>
<u>Construction Documents</u>	<u>November 2020</u>

TASK ORDER

5. Payments to Landscape Architect

A. Owner shall pay Landscape Architect for services rendered as follows:

<i>Category of Services</i>	<i>Compensation Method</i>	<i>Lump Sum or Not to Exceed Amount of Compensation for Services</i>
<i>Basic Services</i>	<i>A. Lump Sum</i>	<i>\$561,025.00</i>
<i>Additional Services</i>	<i>B. Standard Hourly Rates</i>	
<i>Principal</i>		<i>\$175.00 - \$275.00</i>
<i>Project Director</i>		<i>\$125.00 - \$225.00</i>
<i>Project Manager</i>		<i>\$100.00 - \$175.00</i>
<i>Landscape Architect, Planner, Designer Production</i>		<i>\$80.00 - \$150.00</i>
<i>Technical, Administrative</i>		<i>\$60.00 - \$140.00</i>

Reimbursable expenses not to exceed \$31,750.00 without authorization

B. The terms of payment are set forth in Article 4 of the Agreement unless modified in this Task Order.

6. Subcontractors:

As outlined in Exhibit A

7. Other Modifications to Agreement: n/a

8. Attachments:

Exhibit A: RVi MSA Work Order

Exhibit B: San Gabriel Park Phase 3 and Low Water Crossing Limits

9. Documents Incorporated By Reference: The Agreement effective October 22, 2019.

TASK ORDER

Terms and Conditions: Execution of this Task Order by Owner and Landscape Architect shall make it subject to the terms and conditions of the Agreement (as modified above), which Agreement is incorporated by this reference. Landscape Architect is authorized to begin performance upon its receipt of a copy of this Task Order signed by Owner.

The Effective Date of this Task Order is _____, 20____.

OWNER:

LANDSCAPE
ARCHITECT :

By:

By:

Barbara Austin

Name: Dale Ross

Name: Barbara Austin, RLA

Title: Mayor, City of Georgetown

Title: Principal/Director of Park Design

Landscape Architect License or

Firm's Certificate No. 481

State of: Texas

Date: _____

Date: 11/18/2019

APPROVED AS TO FORM:

City Attorney

TASK ORDER

DESIGNATED REPRESENTATIVE FOR
TASK ORDER:

DESIGNATED REPRESENTATIVE FOR
TASK ORDER:

Name: Dave Melaas

Name: Drew Carman

Title: Project Manager

Title: Project Manager

Address: _____

Address: 572 Congress Ave Suite 300, Austin
TX 78701

E-Mail
Address: Dave.melaas@georgetown.org

E-Mail
Address: dcarman@rviplanning.com

Phone: 512-930-3540

Phone: 512-492-3971

Fax: _____

Fax: _____



MSA – WORK ORDER

EXHIBIT A

RVi#144288.4

Pursuant to the Master Professional Services Agreement (the "Agreement") entered into between City of Georgetown, A Texas Home Rule Municipal Corporation ("Client") and RVi Planning + Landscape Architecture, Inc. ("Consultant"), 712 Congress Avenue, Suite 300, Austin, Texas 78701 dated October 22nd 2019, for Professional Services, MSA 20-0006-MSA ("Project") subject to all terms and conditions thereof, Client hereby engages Consultant as follows through this Work Order (the "Work Order"):

ARTICLE 1: PROJECT PARAMETERS

- 1.1 Project Understanding: Design services for San Gabriel Park Phase 3 Improvements including schematic design, design development, construction documents and bid phase. See Exhibit B for limits of work.
- 1.2 The approximate construction budget for the project is \$5,250,000.
- 1.3 The known relevant local governmental authorities ("RGA's") having jurisdiction over the Project are: City of Georgetown, Texas
- 1.4 The Consultant will hire the services of the following subconsultants in the performance of this Work Order:
 - Civil Engineer – KPA
 - Winton & Associates – Structural Engineer
 - Geotechnical Engineer - Terracon
 - Architect – Clayton & Little
 - MEP – Dialectic
 - Structural Engineer – JQ Structural
 - Structural Engineer – Structures
 - Accessibility Consultant – Altura (reimbursable)Fees for these subconsultants are included as part of Consultants fees or billed as a reimbursable, if indicated above.
- 1.5 The Consultants will coordinate with the following consultants, hired separately by the Client, in the performance of this Work Order:
 - Surveyor – Inland Geodetics, LLC
 - Splash Pad Vendor as approved by Client
 - Skate Park Vendor as approved by Client

ARTICLE 2: BASIC SERVICES

2.1 BASIC SERVICES

The Consultant shall provide, for the Basic Fee plus reimbursable expenses, services described in the following phases.

2.1 PRE-DESIGN SERVICES

1. Attend a Kickoff Meeting to establish project program and communication protocols.
2. Obtain and review topographic and tree survey, plans, maps, and records provided by the Owner.
3. Conduct preliminary field visit.
4. Prepare a design program narrative describing the major functional elements, site development requirements, code, and policy considerations.

5. Prepare a project schedule delineating each phase, major milestones, and any public meetings required if not already provided by Client.

2.2 SCHEMATIC DESIGN SERVICES

1. Based on the project parameters provided, discussions with and direction of the Client, Consultant will prepare Schematic Design studies for the landscape components, as described below.
 - a. The Schematic Design may include initial plan, section and elevation drawings, illustrating the general scope, scale and relationship of the landscape architectural components.
 - b. The following site and landscape improvements will be considered in the Schematic Design:
 - Preservation of existing trees, and other features to be left undisturbed;
 - Grading and drainage;
 - Roads, parking and service areas;
 - Special paving materials for vehicles and pedestrians;
 - Pedestrian circulation & trail;
 - Development of outdoor people spaces;
 - Stormwater facility improvements, if needed;
 - Utilities and water/wastewater design;
 - A new restroom to replace the existing behind Recreation Center;
 - Aesthetic upgrades to existing restroom: plumbing fixture locations to remain, fixtures and finishes to be replaced;
 - 1 large multi-use performance pavilion;
 - 1 shade shelter associated with the skatepark;
 - 1 shade shelter associated with splash pad plaza;
 - 1 shade shelter associated with the BBQ area, to include prep areas and trailer pull in;
 - Splash pad plaza;
 - Skate park;
 - Sunken garden drainage improvements;
 - Food truck area;
 - Entry monumentation;
 - Furnishings selection;
 - Lighting, both functional and feature and skate park lighting;
 - Exterior planting: trees, shrubs, groundcover accent planting.
2. Prepare an opinion of probable cost for the construction based on the approved schematic landscape design and other selections made by Client.
3. Participate in up to two (2) stakeholder input meetings and one public input meeting as arranged by the Client.
4. Review Schematic Design Drawings and opinion of probable construction cost with the Client for approval and authorization to proceed. Design presentations and iterations are limited to two (2). Meetings or presentations beyond those described will be billed as an additional service.
5. Present Schematic Design to City of Georgetown Parks Board.

DELIVERABLES

Schematic Landscape Plans in 24x36 format.

Opinion of probable costs.

2.3 DESIGN DEVELOPMENT SERVICES

1. Based on the Client approved Schematic Design, Consultant will prepare Design Development drawings for the landscape components.
 - a. The Design Development drawings shall include plans, sections, elevations and typical details to fix and describe the size and character of the landscape components approved by the Client for further

design.

- b. The Design Development drawings will establish major materials and finishes.
 - c. The Design Development drawings and all subsequent phases shall be limited to those landscape components approved by the Client in the Schematic Design phase.
 - d. Provide geotechnical investigation for project elements.
2. Update the opinion of probable cost for the construction based on the Design Development drawings.
3. Review Design Development drawings and opinion of probable cost with the Client for approval and authorization to proceed. Design presentations and iterations are limited to two (2). Meetings or presentations beyond those described will be billed as an additional service.

DELIVERABLES

Design Development Landscape Plans in 24x36 format.

Outline Specifications.

Opinion of probable costs.

2.4 CONSTRUCTION DOCUMENT SERVICES

1. Based on the Client approved Design Development drawings, prepare Construction Documents for the project components. Initiation of the Construction Documents will rely on the approved, complete civil engineers' drawings and shall include:
 - a. Typical detail drawings, that set forth in the requirements for construction of the landscape components, including depiction of their size, shape, dimensions, and locations; and
 - b. Specifications that identify the materials, equipment, workmanship and quality standards (or performance criteria), for project components.
2. Update the opinion of probable cost based for the construction based on the Construction Documents.
3. Review the Construction Documents and opinion of probable cost with the Client for their approval and authorization to proceed.

DELIVERABLES

Construction Documents in 24x36 format and digitally.

Landscape and Irrigation Specifications in CSI Masterspec Format.

Opinion of probable costs.

2.5 REGULATORY SERVICES – PHASE 3

1. The following required permits are in effect on the date of this Agreement:
 - a. City of Georgetown Building Permit;
 - b. City of Georgetown Site Plan;
 - c. TCEQ WPAP/SCS;
 - d. TAS Review.
2. Upon approval and authorization to proceed, prepare documents reasonably required for review by RGAs to comply with permitting requirements.
3. As requested by Client participate, in the permitting process including:
 - a. Evaluate and respond to RGA review and comments;
 - b. Review with the Client, modifications requested by RGAs, and at Client's direction, modify the documents accordingly for re-submission;

2.6 LOW WATER CROSSING

1. Based on the project parameters provided, discussions with and direction of the Client, Consultant will prepare design and construction drawings for a Low Water Crossing on the San Gabriel River to replace current pedestrian bridge, as described below:

- a. Coordination with subconsultants including Structural, Environmental & Geotechnical Engineers;
- b. Low water crossing plan and detail sheets;
- c. Plan, profile and cross section for sidewalk elements;
- d. Project details;
- e. Project technical specifications;
- f. Drainage modeling and regulatory clearances including:
 - Hydraulic calculations;
 - HERCRAS Model;
 - Scour analysis;
 - FHWA HY-8 Analysis;
 - Prepare flood analysis;
 - Prepare and address FEMA LOMAR submittal and comments/responses;
 - TAS compliance.

DELIVERABLES

Construction Documents in 24x36 format and digitally.

Submittal package for regulatory clearances.

Specifications in CSI Masterspec Format.

2.7 BIDDING – PHASE 3 & LOW WATER CROSSING

1. If requested, the Consultant, following the Client's approval of the Construction Documents, will assist the Client in obtaining bids and in awarding contracts for construction for the Project(s).
2. The services that may be provided in this phase include:
 - a. Attending pre-bid conference;
 - b. Assisting the Client in qualifying bidders;
 - c. Issuing bidding documents;
 - d. Preparing addenda to the Construction Documents;
 - e. Attending bid opening;
 - f. Evaluating bids;
 - g. Assistance in preparing a Construction Contract Agreement between Client and contractor;
 - h. Distributing required sets of Contract Documents.
3. Phase 3 improvements are intended to be bid separately from the Low Water Crossing improvements.

2.8 CONSTRUCTION OBSERVATION PHASE SERVICES

1. Construction observation services for Phase 3 and the Low Water Crossing is not included in this Task Order.

ARTICLE 3: COMPENSATION

3.1 BASIC SERVICES

The Client shall compensate the Consultant as follows:

Consultant's compensation shall include the lump sum of **\$561,025.00** dollars for Basic Services (the "Basic Fee"), plus the total for Additional Services performed on an hourly basis at the rates set forth in the Task Order, plus reimbursable expenses estimated at **\$31,750.00** dollars. Consultant's total compensation for Basic Services shall be allocated among the various phases of the Project as set forth below and will be billed monthly based on percent of work complete for each phase of the Project, along with Additional Services and reimbursable expenses incurred during the billing period. The amounts indicated do not include amounts resulting from substantial change in scope of the Project or services. The Client agrees to pay the Consultant the following fees for the Basic Services:

San Gabriel Park Phase 3

Pre-Design and Schematic Design	\$ 88,090.00
Design Development	\$140,200.00
Construction Documents	\$ 201,810.00
Bidding	\$ 19,610.00
Regulatory	\$ 19,780.00

San Gabriel Park Low Water Crossing (LWC)

Construction Documents and Regulatory	\$ 84,445.00
Bidding	\$ 7,090.00


San Gabriel Park P3 & LWC Reimbursable Expenses \$ 31,750.00

ARTICLE 4: APPROVED AND ACCEPTED

Client approves and accepts the Work Order and authorizes Consultant to commence work upon Consultant's receipt of the properly executed and signed Work Order and specific amendments. If the Work Order is not executed by Client within thirty (30) days of the date tendered, it shall become invalid unless: (1) Consultant extends the time in writing; or (2) at the sole option of Consultant, Consultant accepts Client's oral, email or other written authorization to proceed with services, in which event the terms of the authorization shall be deemed to include all the terms of this Work Order. Consultant's performance of the services under such authorization shall be in reliance on the inclusion and incorporation of all the terms of the Agreement in the authorization.

RVi Planning + Landscape Architecture, Inc.

City of Georgetown, Texas.

Signature: 

Signature: _____

Printed Name: Barbara Austin

Printed Name: _____

Title: Senior Vice President

Title: _____

Date: November 18, 2019

Date: _____

EXHIBIT B

San Gabriel Park Phase 3 Limits
& Low Water Crossing Limits



Google Earth

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1000 ft

City of Georgetown, Texas
Parks and Rec Advisory Board
November 21, 2019

SUBJECT:

Consideration and possible action to approve minutes from the October 10, 2019 meeting - Jill Kellum, Administrative Supervisor

ITEM SUMMARY:

FINANCIAL IMPACT:

N/A

SUBMITTED BY:

Jill Kellum, Administrative Supervisor

ATTACHMENTS:

Description	Type
□ October 10, 2019 meeting	Backup Material

**Minutes of the Meeting of the
Parks and Recreation Advisory Board
City of Georgetown, Texas
October 10, 2019**

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 - Scott Macmurdo, Parks and Recreation Advisory Board Vice Chair

The meeting was called to order by Scott Macmurdo at 6:00 pm.

B Roll Call - Scott Macmurdo, Parks and Recreation Advisory Board Vice Chair

Scott Macmurdo, Katherine Kainer, Danelle Houck, Larry Gambone, Wayne Beyer

Staff: Eric Nuner, Leland Hill, Jill Kellum

Absent: Kimberly Garrett, Jim Hougnon, Mike Simpson

C Parks and Recreation staff member introduction and presentation - Eric Nuner, Assistant Director of Parks and Recreation

Leland Hill started with the Parks and Recreation Department in 1994 when it was the Youth Activities Center and was for children ages 12 – 18. He stated he would go with his son and play with the other kids; and was asked to fill out an application because he was good with the kids. He stated, that is how it all started. The Recreation Center was built in 1995 and then the adults outnumbered the kids. Leland Hill stated his primary roll is setting up for classes; senior activities, volleyball and basketball games, clean up and keeping an eye on the kids. He also works at the front desk and monitors the building. Scott Macmurdo asked what has been the biggest change he has seen with the way the people used the new facility to the way they use it now. Leland Hill stated the use of the weight room since it has expanded so much from the first one, the use of indoor pool and the gyms. He stated the kids are there in the summer time but with all the activities kids are involved in during the school year they are not around as much; mostly weekends and when schools are out. Primarily now it is adults using the facility. Scott Macmurdo asked, what did he see changing going forward and what did he need help with or what services could be added. Leland Hill stated parking, and if it was ever enlarged they could use another gymnasium and opening up or enlarging the classrooms. Leland Hill stated they have what they need but they need bigger. Leland Hill stated that staff manages all the activities the best they can. Scott Macmurdo asked if parking was going to be addressed in Phase III. Eric Nuner stated there will be additional parking and it won't be directly adjacent to the Recreation Center. It will help with soccer. Eric Nuner stated Leland Hill has been a jack of all trades for 25 years. Everyone counts on him. He is always there when someone needs him. He does a lot for that facility and the department and we are super happy to have him.

D Update from the Friends of Georgetown Parks and Recreation - Danelle Houck, Parks and Recreation Advisory Boardmember

Danelle Houck stated they had their annual meeting and it was not well attended. The Friends are preparing for the Daddy Daughter Dance which is on Saturday, October 26, 2019. She stated assistance requests have been up with memberships and some registrations for volleyball and team sports.

E Project Updates and Staff Report - Eric Nuner, Assistant Director of Parks and Recreation

Eric Nuner stated we had a ribbon cutting at San Gabriel Park for Phase II. The Katy Crossing trail is behind schedule. In San Gabriel Park they are working on the punch list items. The rodeo arena is moving along. He explained they only get a set amount of dumpsters and they fill quickly; but the project is on schedule. Eric Nuner stated he is working with Purchasing on projects. The poured in place surfacing for San Gabriel Park did not go to council last week. They may take it to council on the 22nd. Because of the delay in Purchasing, the BuyBoard contract for that vendor expired September 30th. Wayne Beyer stated he is constantly amazed with what the Parks workers are doing especially getting ready for the 4th of July. Eric Nuner stated we have good staff in Parks, and Recreation. Eric Nuner stated there are so many employees with tenure and have the institutional knowledge. Eric Nuner stated the Wolf Ranch Trail is awesome the way it goes through the area and should be done in November. The length of the trail is about a half mile and 10 foot wide. Eric Nuner stated staff has met with the consultant for the trail design where the connection will be.

F Presentation and review of the City of Georgetown Bicycle Master Plan - Ray Miller, Acting Director of Public Works

Ray Miller started with the City of Georgetown in January as the Transportation Planning Coordinator and this was the first project he took up with. Dr. Ming Zhang is the lead on this project, and Louis Alcorn has been assisting as well as Evan Scott. The City started looking at a bicycle master plan in 2016 and started collecting data on that. In 2018 is when they started moving forward. Ray Miller stated they will be back in November to present to the park boards. He showed the draft of the plan which is part of the overall transportation plan. The planning department is working on updating the comprehensive plan and they will amend the comprehensive plan in November and adopt the bicycle plan into it. The planning process that UT spearheaded started with a kickoff meeting and there were several community workshops that were held, round table discussions with stakeholders, online surveys, neighborhood intercept surveys, field investigations and did some peer review on how other cities developed a plan and some research. They identified in this plan strengths, weaknesses, and opportunities within the community to establish a more cycle friendly community. He stated it is common for recreational, as we have a growing trail system now. They gave a presentation to City Council

in September and they asked what our current bike plan is and Ray Miller stated it is our existing San Gabriel River Trail. There is a bike lane on Wolf Ranch Parkway and added one on Rivery. They are identified in the plan. They identified the major barriers; IH 35, University, Austin Avenue and the San Gabriel River are all things that diminish that cross connection. He stated they identified some upcoming projects and there is the divergent diamond at Williams Drive. That will have a pathway as well as Westinghouse and Leander Road. He stated unfortunately, in TXDOT's planning the last road that will be worked on is SH 29 because of cost. He stated they identified threats and where they are located, where they have very high, medium and low comfort levels as far as what they felt were difficult areas for bicyclist. With this there are consistent planning key words which are safety, connectivity, equity – providing bicycle friendly atmosphere across the entire city, not just certain areas, and economic development. This mission statement for the bicycle masterplan is to provide a safe, well connected bicycle network accessible for all ages, abilities, backgrounds and help support the local economy and improve the experience for biking for everyone in the community and our visitors. When an area develops a good bicycle infrastructure people come to that area to utilize and support. The goals are to promote safety, develop connectivity, enhance equities, support the economy and foster that culture.

Scott Macmurdo asked if there was good data on the economic benefits or economic impact from strong bicycle infrastructure vs. not. What you can say what that does to the local economy to have a biking plan in place? Dr. Ming Zhang stated there is the downtown, recreation area and Southwestern University with connections. In terms of overall economic impact they did not do a full scale assessment. Ray Miller stated there is information about bike to work programs and businesses supporting bike infrastructure; having bike parking and things like that to help enhance that. Dr. Ming Zhang stated that as high tech industries move north they are looking for bike friendly communities.

Ray Miller reviewed the proposed treatments; bike lanes, buffered bike lanes, and off street paths. He showed schematics of the downtown. Katherine Kainer asked if there are extra markers on the buffered bike lane. Ray Miller stated some delineator buttons could be added. Wayne Beyer asked if there are speed limits. He stated he knows it cannot be enforced. Ray Miller stated there is not a speed limit for off street trail. Eric Nuner stated there is trail etiquette that is posted. Scott Macmurdo asked about scooters. Ray Miller stated they are not allowed. Wayne Beyers asked about e-bikes and Ray Miller stated those are still allowed.

Ray Miller explained that this will be a tiered project. There are 3 proposed bicycle loops. He stated currently we have about 35 miles of infrastructure and proposing to add over 50 more. As growth continues that number will increase. Ray Miller stated that UT put together a tiered approach and that is how the project list is laid out according to some "easy wins". Ray Miller spoke about the Austin Avenue Bridges and the process working with TXDOT. Katherine Kainer asked if the Northwest Blvd Bridge would have a bike lanes. Ray Miller stated it will have lanes or extra wide sidewalks. There will be some policy recommendations and changing of the Unified Development Code and Planning. A lot is education from staff level as well,

incorporating these things and how they look at the projects. It will also be in the Comprehensive Plan and Overall Transportation Plan. The plan also talks about education. It talks about getting into the schools and doing some programs.

The plan going forward is to introduce the plan to the boards and then it will come back in November for recommendations. They will go to Council in November for the first reading and then the second reading in December. He stated it is online and looking for any comments.

Scott Macmurdo asked if there has been any opposition to the bike plan. Ray Miller stated on Facebook. He stated that Dr. Ming Zhang can attest to the large population of bike riders and advocates for it. Wayne Beyer asked how many cities have a bicycle master plan; that are all implemented. Ray Miller stated there are several across Texas; Austin, Houston, Dallas and smaller cities. He stated just like here we have broken down the overall transportation plan; where you have a sidewalk master plan, and the bicycle masterplan that feeds into that as well. He stated he was sure others have different segments of that whether is it a regional trail system or an actual bike plan. Dr. Ming Zhang stated there are 8 – 10 detailed case studies in the document. He stated they were using comparable cities in size. Wayne Beyer asked if there is an overall masterplan of connectivity from Georgetown to Austin or other cities. Eric Nuner stated from the trail perspective there is a regional trail plan that is not specific for bicycles, but are multi-use trails from Cedar Park and Leander to Hutto or Round Rock.

Ray Miller stated public input can be done online and the open house will be on the 23rd at the Library. The plan will come back to the board in November. This concluded the presentation.

Legislative Regular Agenda

G Consideration and possible action to approve minutes from the September 12, 2019 meeting - Jill Kellum, Administrative Supervisor

Motion made by Danelle Houck, second by Larry Gambone to approve minutes from the September 12, 2019 meeting.

Approved 5-0-2(absent)

Adjournment

Adjourn - Scott Macmurdo, Parks and Recreation Advisory Board Vice Chair

Motion made by Katherine Kainer, second by Larry Gambone to adjourn the meeting. The meeting adjourned at 6:54 pm.

Approved 5-0-2

James Hougnon, Board Chair

Katherine Kainer, Secretary

Jill Kellum, Board Liaison