

**Notice of Meeting for the
Georgetown Transportation Enhancement Corp
of the City of Georgetown
July 15, 2020 at 3:30 PM
at 402 W 8th St, Georgetown Public Library Georgetown, Texas 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.

REVISED AGENDA

“Please note that a quorum of the GTEC board may not all be present at the same physical location. Some members may instead participate in this meeting from one or more remote locations in an effort to advance the public health goal of limiting face to face meetings and to contain the spread of COVID-19. In addition, there may be occasions when the audio transmission may not be clear or may be interrupted. In those instances, the meeting will continue so long as a quorum is still present.

With the Governor’s Order, all City Buildings are following these procedure

- **Masks are required**
- **Physical distancing; 6 feet between you and anyone not in your household**
- **Practice good hygiene and wash your hands**
- **If any of these apply, do not visit: known close contact with COVID-19 Person, fever greater or equal to 100.0 degrees Fahrenheit, difficulty breathing or shortness of breath, cough, loss of taste or smell, sore throat, chills, headache, diarrhea or muscle pain.**

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 New Board Members and Visitors
- C Review Board/Meeting Procedures - Emily Koontz, GTEC Board Liaison
- D **July 2020** GTEC Updates - Wesley Wright, P.E., Systems Engineering Director/Michael Hallmark, CIP Manager

Legislative Regular Agenda

- E Nominations and election of President of the GTEC Board consistent with Section 3.02 of the GTEC Bylaws. – David Morgan – General Manager - GTEC
- F 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
- G Nominations and election of Secretary of the GTEC Board consistent with Section 3.02 of the GTEC Bylaws.--David Morgan-General Manager, GTEC Board
- H Review and possible action related to the Day and Time of GTEC Board Meetings. – David Morgan - General Manager, GTEC Board
- I Consideration and possible approval of the minutes from the December 18, 2019 GTEC Board Meeting. -- David Morgan - General Manager, GTEC Board
- J Consideration and possible action from Executive Session - Project Zeus -- Michaela Dollar, Economic Development Director
- K Discussion and possible action to recommend the FY2021 proposed GTEC budget. Leigh Wallace, Finance Director; Laurie Brewer; Assistant City Manager

Executive Session

In compliance with the Open Meetings Act, Chapter 551, Government Code, Vernon's Texas Codes, Annotated, the items listed below will be discussed in closed session and are subject to action in the regular session.

L EXECUTIVE SESSION

In compliance with the Open Meetings Act, Chapter 551, Government Code, Vernon's Texas Codes, Annotated, the item listed below will be discussed in closed session and is subject to action in the regular session.

Sec. 551.087 Deliberation Regarding Economic Development Negotiations

Project Zeus - Michaela Dollar, Economic Development Director

Certificate of Posting

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

Robyn Densmore, City Secretary

City of Georgetown, Texas
Transportation Enhancement Corp
July 15, 2020

SUBJECT:

Call to Order

ITEM SUMMARY:

FINANCIAL IMPACT:

N/A

SUBMITTED BY:

Laura Wilkins - Board Liaison

City of Georgetown, Texas
Transportation Enhancement Corp
July 15, 2020

SUBJECT:

Introduction of New Board Members and Visitors

ITEM SUMMARY:

FINANCIAL IMPACT:

N/A

SUBMITTED BY:

Emily Koontz - Board Liaison

City of Georgetown, Texas
Transportation Enhancement Corp
July 15, 2020

SUBJECT:

Review Board/Meeting Procedures - Emily Koontz, GTEC Board Liaison

ITEM SUMMARY:

The following documents will be provided, at the meeting, for your reference:

- Bylaws

Review:

- Attendance Policy
- Quorum Requirements
- Sign in Sheet
- Parking
- Attorney General Trainings - <https://www.texasattorneygeneral.gov/og/open-government-training>
 1. Open Meeting Act
 2. Public Meetings Act

FINANCIAL IMPACT:

N/A

SUBMITTED BY:

ATTACHMENTS:

Description		Type
□	Bylaws	Backup Material

**BYLAWS
OF
GEORGETOWN TRANSPORTATION ENHANCEMENT CORPORATION**

ARTICLES I. OFFICES

Section 1.01 LOCATION, REGISTERED OFFICE AND REGISTERED AGENT

The registered office and mailing address of the Georgetown Transportation Enhancement Corporation (the "Corporation") is located at 113 East 8th Street, Georgetown, Texas 78626. Such address shall also serve as the principal office of the Corporation and board of directors (the "board").

The Registered Agent for the Corporation shall be the City Manager, provided that the board from time to time, may change the registered agent and/or the address of the registered office, in accordance with state law and subject to City Council approval, provided that such change is appropriately reflected in these bylaws and in the Articles of Incorporation (the "Articles").

ARTICLES II. DIRECTORS

Section 2.01 NUMBER, APPOINTMENT, AND TERM OF OFFICE

The business affairs of the Corporation shall be managed by a board of seven directors. Directors shall be residents in the City Limits and appointed by the Council of the City, and at least three directors must not be employees, officers, or members of the City Council. At least one of the directors shall be a City Council member. Each member of the board shall serve at the pleasure of the City Council for staggered terms of two years except as provided in the following sentences. To establish staggering of terms, initial directors appointed as a result of these amended and restated bylaws shall draw by lot to determine the initial terms of such directors with three initial directors serving terms until the last day of February 2002 and four initial directors serving until the last day of February 2003. Any Council member serving as a director shall serve a term of two years or until the expiration of their Council term whichever is earlier. Notwithstanding any provisions herein to the contrary, a director shall hold office until his/her successor shall have been appointed and qualified. If qualified, a director completing a term may be reappointed at the discretion of the City Council. Each director shall be a resident of the City and is entitled to one vote upon the business of the Corporation. Any director may be removed from office by the City Council at will.

Section 2.02 VACANCIES

In case of a vacancy on the board, the City Council shall appoint a successor to serve the remainder of the unexpired term. Any director or officer may at any time resign. Resignations shall be made in writing and shall take effect at the time specified in the resignation, or, if no time be specified, at the time of its receipt by the president or the secretary. The acceptance of a resignation shall not be necessary to make it effective, unless expressly so provided in the resignation.

Section 2.03 REGULAR MEETING; PLACE OF MEETING

The board shall meet on a regular basis, at a specified time, day, and location as approved annually by the board. All meetings shall be called and held in accordance with the Texas Open Meetings Act, Chapter 551, Government Code, as amended. The president of the board may cancel the meeting if there is no business to be conducted.

Section 2.04 SPECIAL MEETING

Special meetings of the board shall be held whenever called by the president, General Manager, or upon written request to the secretary by two directors.

Section 2.05 NOTICE OF MEETINGS

The secretary shall cause notice of the time and place of holding each meeting of the board to be given to each director. The notice may be in writing, in person, or in person by telephone. Notice of each meeting shall also be given to the public in accordance with the provisions of the Texas Open Meetings Act, Chapter 551, Government Code, as amended.

Section 2.06 QUORUM

A majority of the membership of the board, including vacancies, shall constitute a quorum for the transaction of business.

Section 2.07 ATTENDANCE

Board members are required to attend 75% of regularly scheduled Board meetings. Excessive absenteeism will be subject to action under Council policy.

Section 2.08 ORDER OF BUSINESS

The order of business shall be determined by the board.

Section 2.09 PRESIDING OFFICER

At all meetings of the board, the president, or in the president's absence, the vice president, or in the absence of both of these officers, a member of the board selected by the directors present, shall preside. The secretary of the Corporation shall sit as secretary at all meetings of the board, and in case of the secretary's absence, the presiding officer shall designate any person to act as secretary.

Section 2.10 MANAGEMENT

The property and business of the Corporation shall be managed by the board which may exercise all powers of the Corporation.

Section 2.11 PURPOSE AND POWERS

The Corporation is incorporated as a non-profit corporation for the purposes set forth in the amended Articles acting on behalf of the City of Georgetown, Texas (the "City") as its duly constituted authority and instrumentality in accordance with the Texas Development Corporation Act of 1979, Article 5190.6, Section 4B Tex. Rev. Civ. Stat., Ann., as amended, (the "Act"), and other applicable laws, to pay the costs of streets, roads, drainage and other related transportation system improvements, including the payment of maintenance and operating expenses associated with such authorized projects in accordance with Section 4B of the Act. The Corporation shall be a non-profit corporation as defined by the Internal Revenue Code of 1986, as amended, and the applicable regulations of the United States prescribed and promulgated thereunder. It shall not be the purpose of this Corporation to engage in carrying on propaganda or otherwise attempting to influence legislation. In addition to the powers conferred by these bylaws, the board may exercise all powers of the Corporation and do all lawful acts and things that are not prohibited by statute, or the election held on May 5, 2001, or these bylaws including, but not limited to the following powers:

- (1) to purchase, or otherwise acquire for the Corporation, any property, rights, or privileges which the Corporation is authorized to acquire, at such price or consideration and generally on such terms and conditions as they determine to be appropriate, and at their discretion to pay therefor either wholly or partly in money, notes, bonds, debentures, or other securities or contracts of the Corporation as may be lawful;
- (2) to create, make and issue notes, mortgages, bonds, deeds of trust, trust agreements and negotiable or transferable instruments and securities, secured by mortgage or deed of trust on any real property of the Corporation or otherwise, and to do every other act or thing necessary to effect the same; and
- (3) to sell or lease the real or personal property of the Corporation on such terms the board may see fit and to execute all deeds, leases and other conveyances or contracts that may be necessary for carrying out the purposes of the Corporation.

ARTICLE III. OFFICERS

Section 3.01 COMPENSATION OF DIRECTORS AND OFFICERS

Directors and officers, shall not receive any salary for their services but by resolution of the board, expenses incurred in the Corporation's business may be reimbursed.

Section 3.02 OFFICERS

The officers of the Corporation shall be a president, vice president and secretary. The board, at each annual meeting, shall elect these officers. The board may appoint such other officers as it deems necessary, who shall have the authority, and shall perform such duties as from time to time may be prescribed by the board.

Section 3.03 POWERS AND DUTIES OF THE PRESIDENT

The president shall preside at all meetings of the directors. He or she shall have the power, with City Council approval, to sign and execute all contracts and instruments of conveyance in the name of the Corporation, to sign checks, drafts, notes and orders for the payment of money, and to appoint and discharge agents and employees, subject to the approval of the board. He or she shall have general and active management of the business of the Corporation, and shall perform all the duties usually incident to the office of president.

Section 3.04 VICE PRESIDENT

The vice president shall have such powers and perform such duties as may be delegated to him or her by the board. In the absence or disability of the president, the vice president may perform the duties and exercise the powers of the president.

Section 3.05 POWERS AND DUTIES OF THE SECRETARY

The secretary shall keep the minutes of all meetings of the board in books provided for that purpose; shall provide all notices, may sign with the president, or a vice president, in the name of the Corporation, all contracts and instruments of conveyance authorized by the board, shall have charge of the books and papers of the board, and shall in general perform all the duties incident to the office of secretary, subject to the control of the board. Records of the Corporation shall be maintained and filed in the office of the City Secretary of the City.

Section 3.06 CONFLICT OF INTEREST

In the event that a director is aware that he or she has a conflict of interest or potential conflict of interest, with regard to any particular matter or vote coming before the board, the director shall bring the same to the attention of the board and shall abstain from discussion and voting thereon.

Any director shall bring to the attention of the board any apparent conflict of interest or potential conflict of interest of any other director. In which case the board shall determine whether a true conflict of interest exists before any further discussion or vote shall be conducted regarding that particular matter. The director about whom a conflict of interest question has been raised shall refrain from voting with regard to the determination as to whether a true conflict exists. Failure to conform to these requirements herein and policies as may be adopted by the board is cause for dismissal from the board by action of the City Council.

Section 3.07 BOARD'S RELATIONSHIP WITH THE CITY

In accordance with state law, the board shall be responsible for the proper discharge of its duties assigned herein. The board shall determine its policies and directives within the limitations of the duties herein imposed by applicable laws, the amended Articles, these bylaws, contracts entered into with the City, and budget and fiduciary responsibilities. Such policies and directives are subject to approval by the City Council. Any request for services made to the departments of the City shall be made by the board or its designee in writing to the City Manager. The City Manager may approve such request for assistance from the board when he or she finds such requested services are available

within the City and that the board has agreed to reimburse the City for the cost of such services so provided, as provided in Article III, Section 3.08 of these bylaws.

Section 3.08 CONTRACTS FOR SERVICES

The Corporation may, with approval of the City Council, contract with any qualified and appropriate person, association, corporation or governmental entity to perform and discharge designated tasks which will aid or assist the board in the performance of its duties. However, no such contract shall ever be approved or entered into which seeks or attempts to divest the board of its discretion and policy-making functions in discharging the duties herein set forth. An administrative services contract shall be executed between the board and the City Council for the services provided by the General Manager, Finance Manager, Secretary, and other City services/functions and compensated as provided for herein.

Subject to the authority of the City Manager under the Charter of the City, the Corporation shall have the right to utilize the services of the staff and employees of the Finance Department of the City, the staff and employees of the Public Works Department, and other employees of the City, provided (i) that the City Manager approves of the utilization of such services, (ii) that the Corporation shall pay, as approved by the City Manager, reasonable compensation to the City of such services, and (iii) the performance of such services does not materially interfere with the other duties of such personnel of the City. Utilization of the aforesaid City staff shall be solely by a contract approved by the City Council.

ARTICLE IV. CORPORATION SEAL

The board may obtain a corporate seal which shall be a star with the words Georgetown Transportation Enhancement Corporation, but these bylaws shall not be construed to require the use of the corporate seal.

ARTICLE V. FISCAL YEAR

The fiscal year of the Corporation is October 1 through September 30.

ARTICLE VI. FUNCTIONAL CORPORATE DUTIES AND REQUIREMENTS

Section 6.01 GENERAL MANAGER

The City Manager of the City of Georgetown, Texas, shall be the General Manager of the Corporation and be in charge of the properties and affairs of the Corporation, shall administer all work orders, requisitions for payment, purchase orders, contract administration/oversight, and other instruments or activities as prescribed by the Board in the name of the Corporation.

The General Manager shall employ such full or part-time employees as are needed to carry out the programs of the Board. These employees shall be employees of the City or another city-authorized entity focused on economic development, and they shall perform those duties as are assigned to them. These employees shall be compensated as prescribed in Article III, Section 3.08 of these

Bylaws. The General Manager shall have the authority, and subject to provisions of the City Charter and policies, and procedures of the City, to hire, fire, direct, and control the work, as functionally appropriate, of such employees, as well as to delegate such of the General Manager's responsibility as the General Manager deems appropriate.

Section 6.02 FINANCE MANAGER

The Finance Manager shall be the City's Director of Finance and Administration. The Finance Manager shall have the responsibility to see to the handling, custody, and security of all funds and securities of the Corporation in compliance with City of Georgetown's financial policies. When necessary or proper, the Finance Manager, or designee, shall endorse and sign, on behalf of the Corporation, for collection or issuance, checks, notes and other obligations drawn upon such bank or banks or depositories as shall be designated by the City Council consistent with these Bylaws. The Finance Manager shall see to the entry in the books of the Corporation of full and accurate accounts of all monies received and paid out on account of the Corporation. The Finance Manager shall, at the expense of the Corporation, give such bond for the faithful discharge of the duties in such form and amount as the City Council shall require, by resolution. The Finance Manager shall also coordinate an annual audit of the Corporation's Financial Statements by an independent outside audit firm approved by the City Council. With approval of the General Manager, the Finance Manager may delegate such of the Finance Manager's responsibility as the Finance Manager deems appropriate.

The Finance Manager shall submit a report to the Board each month, in sufficient detail, of all checks or drafts issued on behalf of the Corporation for the previous month. The Finance Manager shall provide a quarterly financial report to the City Council concerning activities of the Corporation in a format consistent with other financial reports of the City.

Section 6.03 EX-OFFICIO MEMBERS

The City Council may appoint Ex-Officio members to the board as it deems appropriate. These representatives shall have the right to take part in any discussion of open meetings, but shall not have the power to vote in the meetings or attend executive sessions. Ex-Officio members shall serve a term of one year.

Ex-Officio members shall be required to take an Oath of Office and abide by, and be subject to, any City Code of Ethics.

Section 6.04 PARTICIPATION IN BOARD MEETINGS

The General Manager, Finance Manager, and Mayor (or their respective designees), shall have the right to take part in any discussion of the board, or committees thereof, including attendance of executive sessions, but shall not have the power to vote in any meetings attended.

Section 6.05 DUTIES OF THE BOARD

The board shall develop a Transportation Improvement Program, ("the TIP"), including maintenance and operation costs thereof, for the City which shall include and set forth short and long term goals. Such TIP plan shall be approved by the City Council. The TIP developed by the board shall be one that incorporates the Capital Improvement Plans of the City Public Works Department. The board shall conduct a public hearing concerning both the adoption and required annual updates to the TIP. A legal notice shall be advertised as determined by the board, at least three (3) days, prior to the scheduled public hearing.

The board shall review and update the TIP once a year to ensure the plan is up to date with current community needs and is capable of meeting the City's transportation system needs. The board shall expend, in accordance with State law and subject to City Council approval, the funds received by it for transportation systems where such expenditures will have a benefit to the citizens of the City. The board shall make a quarterly report to the City Council including, but not limited to the following:

- (1) a review of the accomplishments of the board in the area of transportation systems improvement; and
- (2) the activities of the board for the budget year addressed in the annual report, together with any proposed change in the activity as it may relate to transportation systems improvement.

The board shall be accountable to the City Council for all activities undertaken by it or on its behalf, and shall report on all activities of the board, whether discharged directly by the board or by any person, firm, corporation, agency, association or other entity on behalf of the board.

Section 6.06 COMPONENTS OF THE TIP

The board shall submit to the City Council for its approval, the TIP which shall include proposed funding methods and the expected costs of implementation, and cost of operation and maintenance of the projects. The TIP plan shall include both short and long term goals for the transportation system development of the City.

Section 6.07 ANNUAL CORPORATE BUDGET

At least sixty (60) days prior to October 1st, the board shall prepare and adopt a proposed budget of expected revenues and proposed expenditures for the next ensuing fiscal year. The fiscal year of the Corporation shall commence on October 1st of each year and end on September 30. The budget shall contain such classifications and shall be in such form as may be prescribed from time to time by the City Council. The budget proposed for adoption shall include the projected operating expenses, and such other budgetary information as shall be required by the City Council for its approval and adoption. The budget shall be considered adopted upon formal approval by the City Council.

Section 6.08 FINANCIAL BOOKS, RECORDS, AUDITS

The Finance Manager shall keep and properly maintain, in accordance with generally accepted accounting principles, complete financial books, records, accounts, and financial statements pertaining to corporate funds, activities, and affairs.

The City shall cause the Corporation's financial books, records, accounts, and financial statements to be audited at least once each fiscal year by an outside, independent auditing and accounting firm selected by the City Council. Such audit shall be at the expense of the Corporation.

The board shall, no later than February 1st of each year, submit to the comptroller a financial report in the form required by the comptroller, as required by the Act.

The City shall, at all times, have access to the books and records of the Corporation. The Corporation shall be subject to the Public Information Act (Chapter 552, Government Code).

Section 6.09 DEBT, DEPOSIT AND INVESTMENT OF CORPORATE FUNDS

All proceeds from the issuance of bonds, notes or other debt instruments (the "Bonds") issued by the Corporation shall be deposited and invested as provided in the resolution, order, indenture, or other documents authorizing or relating to their execution or issuance and handled in accordance with the statute governing the Corporation, but no Bonds shall be issued, including refunding bonds, by the Corporation without the approval of the City Council.

All monies of the Corporation shall be deposited, secured, and/or invested in the manner provided for the deposit, security, and/or investment of the public funds of the City, as authorized by the City Investment Policy. The Finance Manager shall designate the accounts and depositories to be created and designated for such purposes, and methods of withdrawal of funds therefrom for use by and for the purposes of the Corporation. The accounts, reconciliation, and investment of such funds and accounts shall be performed by the Department of Finance of the City. The Corporation shall pay reasonable compensation for such services as prescribed in Article III, Section 3.08, of these bylaws.

Section 6.10 EXPENDITURES OF CORPORATE MONEY

The monies of the Corporation, including sales and use taxes collected pursuant to the Act, the proceeds from the investment of funds of the Corporation, the proceeds from the sale of property, monies derived from the repayment of loans, rents received from the lease or use of property, the proceeds derived from the sale of Bonds, and other proceeds may be expended by the Corporation for any of the purposes authorized by the Act, subject to the following limitations:

- (1) Before expending funds to undertake a project, the Corporation shall hold at least one public hearing on the proposed project. Expenditures from the proceeds of Bonds shall be identified and described in the orders, resolutions, indentures, or other agreements submitted to and approved by the City Council.

(2) Expenditures that may be made from a fund created from the proceeds of Bonds, and expenditures of monies derived from sources other than the proceeds of Bonds may be used for the purposes of financing or otherwise providing one or more projects, as defined in the Act. The specific expenditures shall be described in a resolution or order of the board and shall be made only after the approval thereof by the City Council.

(3) All other proposed expenditures shall be made in accordance with and shall be set forth in the annual budget required by these bylaws or in contracts meeting the requirements of the Article, as amended.

No Bonds, including refunding bonds, shall be authorized or sold and delivered by the Corporation unless the City Council shall approve such Bonds.

Section 6.11 CONTRACTS

As provided herein, the president and secretary, with approval of the City Council, shall enter into any contracts or other instruments which the board has approved and authorized in the name and on behalf of the Corporation. Such authority may be confined to specific instances or defined in general terms. When appropriate, the board may grant a specific or general power of attorney to carry out some action on behalf of the board, provided, however, that no such power of attorney may be granted unless an appropriate resolution of the board authorizes the same to be done.

ARTICLE VII. MISCELLANEOUS

Section 7.01 NOTICES AND WAIVERS

Whenever under the provisions of these bylaws notice is required to be given to any director or officer, unless otherwise provided, the notice may be given personally, or it may be given in writing by depositing it in the post office or letter box in a post paid envelope or postal card addressed to the director or officer, at the address as it appears on the books of the Corporation, and the notice shall be deemed to be given at the time when it is mailed. Whenever any notice to directors or officers is required to be given by law, or by these bylaws, a waiver in writing signed by the person or persons entitled to the notice, whether before or after the time stated shall be deemed the equivalent of notice. This paragraph does not eliminate the requirement to comply with the Open Meetings Act.

Section 7.02 APPROVAL OF THE CITY COUNCIL

To the extent these bylaws refer to any approval or other action to be taken by the City, that approval or action shall be evidenced by a certified copy of a resolution, ordinance, or motion duly adopted by the City Council.

Section 7.03 ORGANIZATIONAL CONTROL

The City Council at its sole discretion, and at any time, may alter or change the structure, organization or activities of the Corporation (including the termination of the Corporation), subject

to any limitation on the impairment of contracts entered into by such Corporation. The foregoing notwithstanding, the City, at all times during which any indebtedness of the Corporation, the interest on which is exempt from federal income taxation, remains outstanding, will maintain a beneficial interest in the Corporation.

Section 7.04 INDEMNIFICATION OF DIRECTORS, OFFICER AND EMPLOYEES

As provided in the Act and in the Articles of Incorporation, the Corporation is, for the purposes of the Texas Tort Claims Act (Subchapter A, Chapter 101, Texas Civil Practices and Remedies Code), a governmental unit and its actions are governmental functions.

The Corporation shall indemnify each and every member of the board, its officers and its employees, and each member of the City Council and each employee or representative of the City, to the fullest extent permitted by law against any and all liability or expense, including attorneys fees, incurred by any of such persons by reason of any actions or omissions that may arise out of the functions and activities of the Corporation. This indemnity shall apply even if one or more of those to be indemnified was negligent or caused or contributed to cause any loss, claim, action or suit. Specifically, it is the intent of these bylaws and the Corporation to require the Corporation to indemnify those named for indemnification, even for the consequences of the negligence of those to be indemnified which caused or contributed to cause any liability.

The Corporation must purchase and maintain insurance on behalf of any director, officer, employee, or agent of the Corporation, or on behalf of any person serving at the request of the Corporation as a board member, officer, employee, or agent of another corporation, partnership, joint venture, trust, or other enterprise, against any liability asserted against that person and incurred by that person in any such capacity or arising out of any such status with regard to the Corporation, whether or not the Corporation has the power to indemnify that person against liability for any of those acts.

ARTICLE VIII. PROVISIONS REGARDING BYLAWS

These bylaws shall become effective only upon the occurrence of the following events:

- (1) the approval of these bylaws by the City Council; and
- (2) the adoption of these bylaws by the board.

These bylaws may be amended at any time and from time to time either by majority vote of the directors then in office with the approval of the City Council or by the City Council itself, at its sole discretion.

These bylaws shall be liberally construed to effectuate their purposes. If any word, phrase, clause, sentence, paragraph, section or other part of these bylaws, or the application thereof to any person or circumstances, shall ever be held to be invalid or unconstitutional by any court of competent jurisdiction, the remainder of these bylaws and the application of such word, phrase, clause, sentence, paragraph, section or other part of these bylaws to any other person or circumstance shall not be affected thereby.

ARTICLE IX. DISSOLUTION OF CORPORATION

Upon the dissolution of the Corporation after payment of all obligations of the Corporation, all remaining assets of the Corporation shall be transferred to the City of Georgetown, Texas.

I hereby certify that the foregoing bylaws are the true and correct bylaws of the Corporation as adopted by the City Council on the 23rd day of April, 2019.

Dated: April 23, 2019


THE CITY OF GEORGETOWN


By: Dale Ross, Mayor

ATTEST:


Robyn Densmore, City Secretary

APPROVED AS TO FORM:


Charlie McNabb, City Attorney

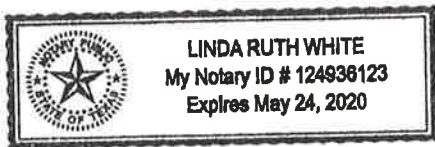
STATE OF TEXAS

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§
§

COUNTY OF WILLIAMSON

Before me, a notary public, on this day personally appeared Dale Ross, known to me to be the person whose name is subscribed to the foregoing document and, being by me first duly sworn, declared that the statements therein are true and correct.

Given under my hand and seal of office this 3rd day of May, 2019.



Linda Ruth White
Notary Public, State of Texas
My commission expires: May 24, 2020

I hereby certify that the foregoing Bylaws are the true and correct Bylaws of the Corporation as adopted by the Corporation on the 23 day of April, 2019.

GEORGETOWN TRANSPORTATION ENHANCEMENT CORPORATION

By: Jay Warren, President

STATE OF TEXAS

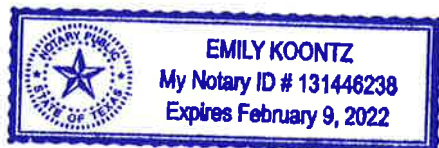
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COUNTY OF WILLIAMSON

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Before me, a notary public, on this day personally appeared Jay Warren, known to me to be the person whose name is subscribed to the foregoing document and, being by me first duly sworn, declared that the statements therein are true and correct.

Given under my hand and seal of office this 15 day of May, 2019.



Emily Koontz
Notary Public, State of Texas
My commission expires: 02-09-2022

City of Georgetown, Texas
Transportation Enhancement Corp
July 15, 2020

SUBJECT:

July 2020 GTEC Updates - Wesley Wright, P.E., Systems Engineering Director/Michael Hallmark, CIP Manager

ITEM SUMMARY:

ITEM SUMMARY:

July 2020 GTEC updates

Northwest Boulevard:

- Utility work complete on west side of IH 35
- Roundabout open for detour to Rivery Blvd.
- Sub Grade prep complete on east side of IH 35.
- Utility work underway on east side of IH 35.
- Construction on bridge to begin July
- Estimated completion Spring 21

Rabbit Hill Road Improvements:

Talks underway to return to initial project limits with the landowner donation of ROW. If ROW not donated modified limits will stay.

Rivory Boulevard Extension:

Complete

Southeast Inner loop/ Southwestern Blvd

Southwestern:

- Preparing plan/profile sheets.
- Finalizing Storm Conveyance System for the project
- Evaluating Water Quality Treatment Options;
- Preparing Utility plan/profile sheets (water/wastewater)
- Identifying utility conflicts

ROW needs ascertained to be forwarded to
Travis by 1-17

SE Inner Loop:

- Project under environmental review at TCEQ.
- Project advertised to bid with bids received 7-21-20

To board and council in August

FINANCIAL IMPACT:

N/A

SUBMITTED BY:

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

ATTACHMENTS:

	Description	Type
▣	July GTEC updates	Cover Memo
▣	July GTEC updates	Cover Memo
▣	July GTEC updates	Cover Memo
▣	July GTEC updates	Cover Memo

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

SUBJECT: July 2020 GTEC Updates - Wesley Wright, P.E., Systems Engineering Director/Michael Hallmark, CIP Manager

ITEM SUMMARY:

July 2020 GTEC updates

Northwest Boulevard:

- Utility work complete on west side of IH 35
- Roundabout open for detour to Rivery Blvd.
- Sub Grade prep complete on east side of IH 35.
- Utility work underway on east side of IH 35.
- Construction on bridge to begin July
- Estimated completion Spring 21

Rabbit Hill Road Improvements:

Talks underway to return to initial project limits with the landowner donation of ROW. If ROW not donated modified limits will stay.

Rivery Boulevard Extension:

Complete

Southeast Inner loop/ Southwestern Blvd

Southwestern:

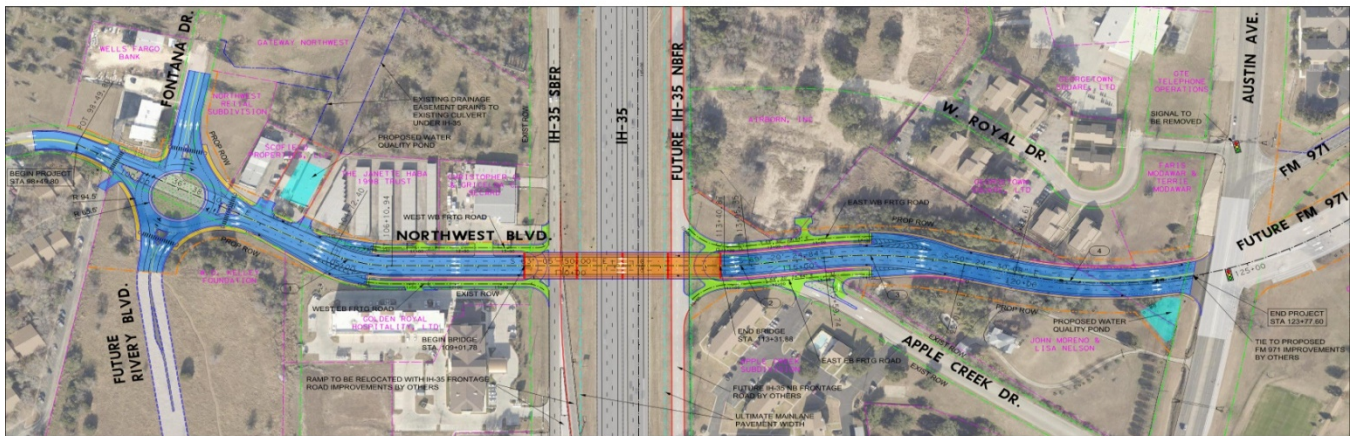
- Preparing plan/profile sheets.
 - Finalizing Storm Conveyance System for the project
 - Evaluating Water Quality Treatment Options;
 - Preparing Utility plan/profile sheets (water/wastewater)
 - Identifying utility conflicts
- ROW needs ascertained to be forwarded to
Travis by 1-17

SE Inner Loop:

- Project under environmental review at TCEQ.
 - Project advertised to bid with bids received 7-21-20
- To board and council in August

**Northwest Boulevard
(Fontana Drive to Austin Avenue)
Project No. 5QX TIP No. AF
July 2020**

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 Complete
Environmental/ Archeological	Complete
Rights of Way	ROW Documents are being finalized. All offers have been made. 8 Parcels required. 5 acquired, 1 in closing, 2 in condemnation.
Utility Relocations	TBD
Construction	<ul style="list-style-type: none"> Utility work complete on west side of IH 35 Roundabout open for detour to Rivery Blvd. Sub Grade prep complete on east side of IH 35. Utility work underway on east side of IH 35. Construction on bridge to begin July Estimated completion Spring 21
Other Issues	

Rivory Boulevard Extension
(Williams Drive to Northwest Boulevard @ Fontana Drive)
Project No. 5RM TIP No. AD
July 2020

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



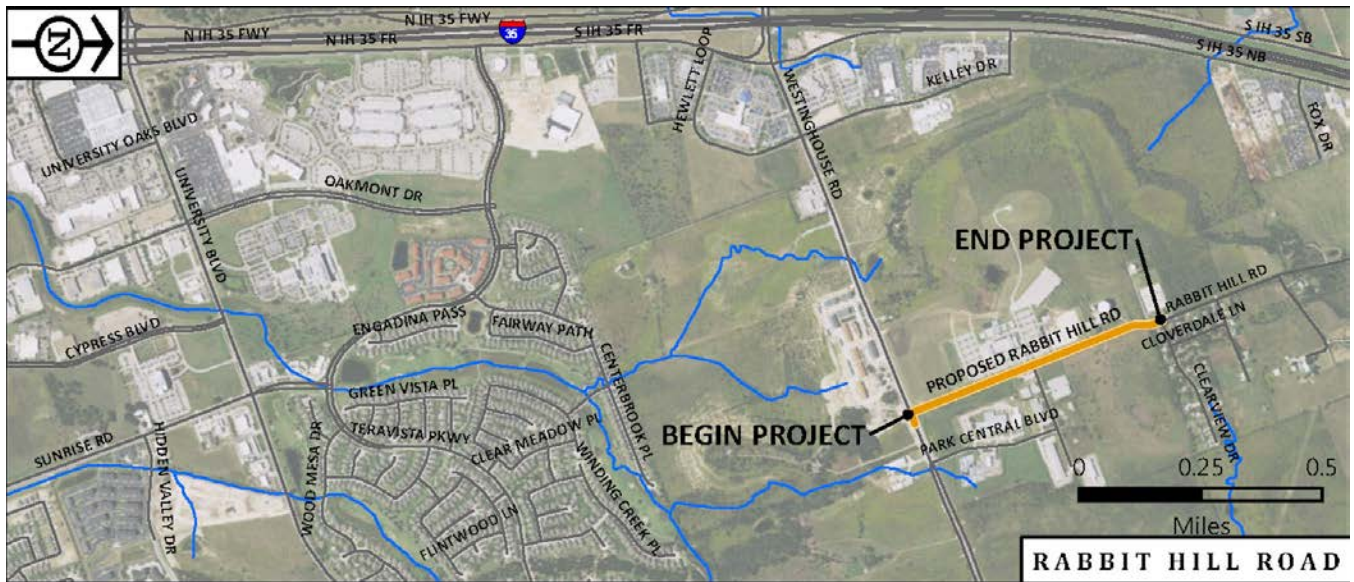
Element	Status / Issues		
Design	Complete		
Environmental/ Archeology	Complete		
Rights of Way	Offers have been made on 22 parcels, and 20 have closed. Environmental assessment complete on 11 parcels in preparation for demolition. Condemnation hearings completed on 2 parcels, working toward final resolution of matter.	Total Parcels:	22
		Appraised:	22
		Offers:	22
		Acquired:	20
		Closing pending:	0
		Condemnation:	2
Utility Relocations	TBD		
Construction	Punch list completed		
Other Issues			

Rabbit Hill Road Improvements Project
(Westinghouse Road to S. Clearview Drive)
Project No. 5RQ TIP No. BZ
July 2020

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.



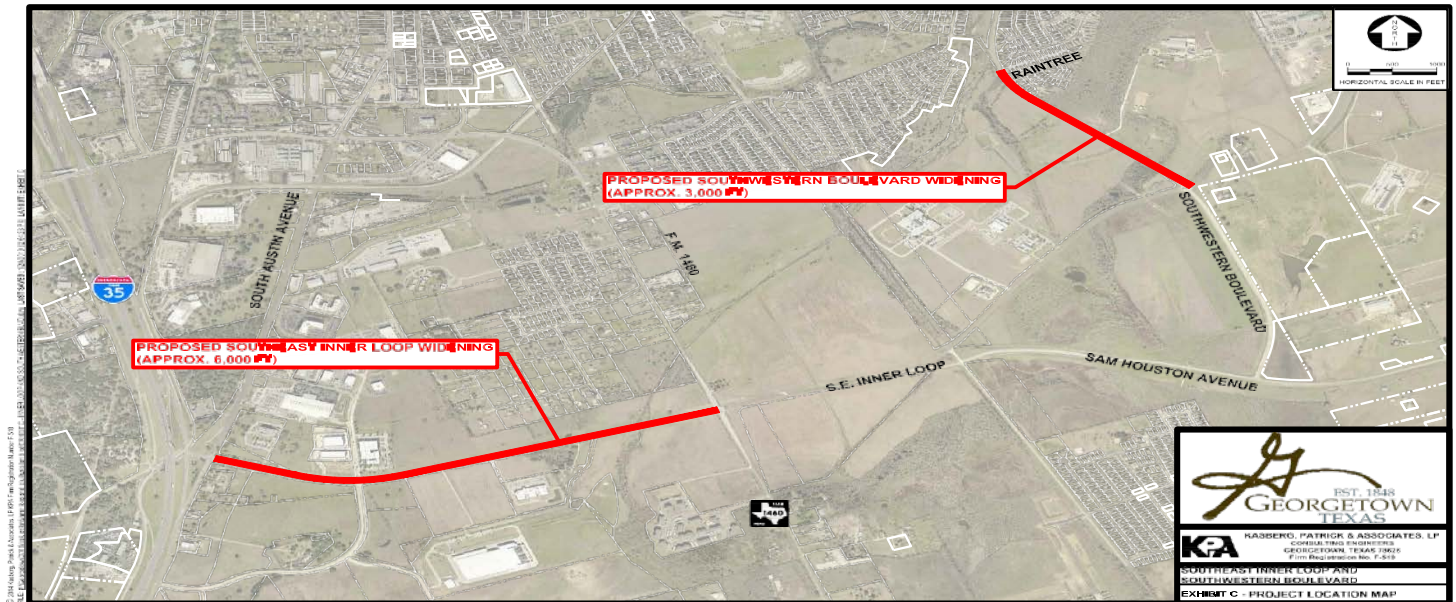
Element	Status / Issues		
Design	Engineering update underway to bid to new project limits.		
Environmental/ Archeological	Efforts underway and any issues are expected to be identified in the coming month.		
Rights of Way	Two properties acquired as part of Mays St. Extension. Two remaining, negotiations ongoing and Council has approved condemnation.	Total Parcels:	4
		Possession:	2
		Pending:	2
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	Talks underway to return to initial project limits with the landowner donation of ROW. If ROW not donated modified limits will stay.		

**Widening of: SE Inner Loop - FM 1460 to Austin Avenue Roadway &
Southwestern Boulevard – Raintree Drive to SE Inner Loop Roadway
July 2020**

Project Description FM 1460 to Austin Avenue Roadway Widening Project & Southwestern Boulevard – Raintree Drive to SE Inner Loop Roadway Widening Project (See Attached Exhibit C). The professional services will consist of providing final roadway, drainage, water, wastewater, incidental designs, as well as, utility coordination, ROW support, environmental phase I investigations, archeological investigations, geotechnical investigations, ROW & Temporary Construction Easement (TCE) metes and bounds documents, bidding documents, bidding services, and construction administration services.

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

Engineer KPA & Associates



Element	Status / Issues		
Design	Southwestern:		
	<ul style="list-style-type: none"> Preliminary alignment revised Performing Hydrologic and Hydraulic calculations ROW needs forwarded to Travis 		
Environmental/ Archeological	SE Inner Loop:		
	<ul style="list-style-type: none"> Project under environmental review at TCEQ. Project advertised to bid with bids received 7-21-20 To board and council in August 		
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.
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**GEORGETOWN TRANSPORTATION ENHANCEMENT CORPORATION
AGENDA ITEM COVER SHEET**

SUBJECT: July 2020 GTEC Updates - Wesley Wright, P.E., Systems Engineering Director/Michael Hallmark, CIP Manager

ITEM SUMMARY:

July 2020 GTEC updates

Northwest Boulevard:

- Utility work complete on west side of IH 35
- Roundabout open for detour to Rivery Blvd.
- Sub Grade prep complete on east side of IH 35.
- Utility work underway on east side of IH 35.
- Construction on bridge to begin July
- Estimated completion Spring 21

Rabbit Hill Road Improvements:

Talks underway to return to initial project limits with the landowner donation of ROW. If ROW not donated modified limits will stay.

Rivery Boulevard Extension:

Complete

Southeast Inner loop/ Southwestern Blvd

Southwestern:

- Preparing plan/profile sheets.
- Finalizing Storm Conveyance System for the project
- Evaluating Water Quality Treatment Options;
- Preparing Utility plan/profile sheets (water/wastewater)
- Identifying utility conflicts
ROW needs ascertained to be forwarded to
Travis by 1-17

SE Inner Loop:

- Project under environmental review at TCEQ.
- Project advertised to bid with bids received 7-21-20
To board and council in August

**Northwest Boulevard
(Fontana Drive to Austin Avenue)
Project No. 5QX TIP No. AF
July 2020**

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 Complete
Environmental/ Archeological	Complete
Rights of Way	ROW Documents are being finalized. All offers have been made. 8 Parcels required. 5 acquired, 1 in closing, 2 in condemnation.
Utility Relocations	TBD
Construction	<ul style="list-style-type: none"> Utility work complete on west side of IH 35 Roundabout open for detour to Rivery Blvd. Sub Grade prep complete on east side of IH 35. Utility work underway on east side of IH 35. Construction on bridge to begin July Estimated completion Spring 21
Other Issues	

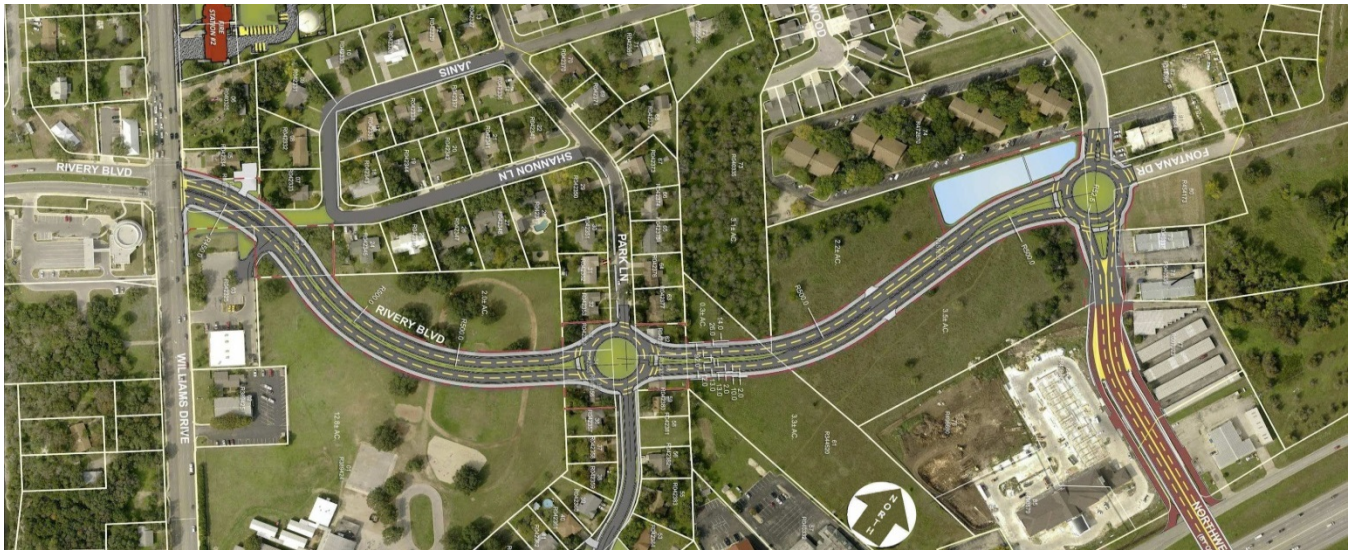
Rivory Boulevard Extension
(Williams Drive to Northwest Boulevard @ Fontana Drive)
Project No. 5RM TIP No. AD
July 2020

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



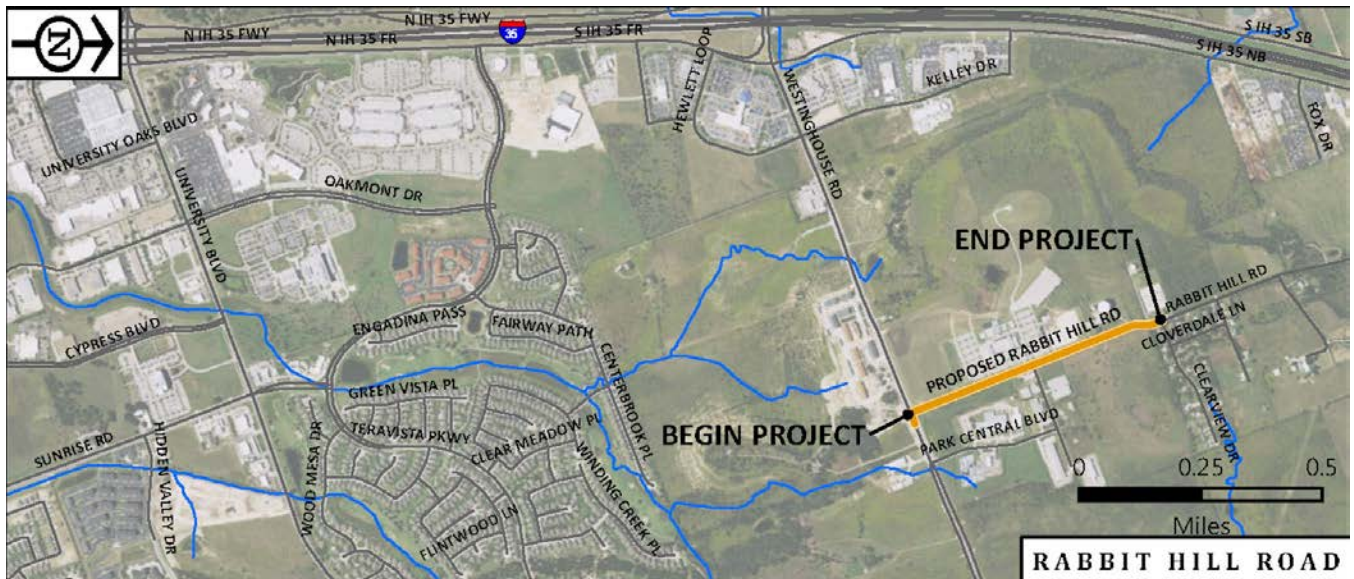
Element	Status / Issues		
Design	Complete		
Environmental/ Archeology	Complete		
Rights of Way	Offers have been made on 22 parcels, and 20 have closed. Environmental assessment complete on 11 parcels in preparation for demolition. Condemnation hearings completed on 2 parcels, working toward final resolution of matter.	Total Parcels:	22
		Appraised:	22
		Offers:	22
		Acquired:	20
		Closing pending:	0
		Condemnation:	2
Utility Relocations	TBD		
Construction	Punch list completed		
Other Issues			

Rabbit Hill Road Improvements Project
(Westinghouse Road to S. Clearview Drive)
Project No. 5RQ TIP No. BZ
July 2020

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.



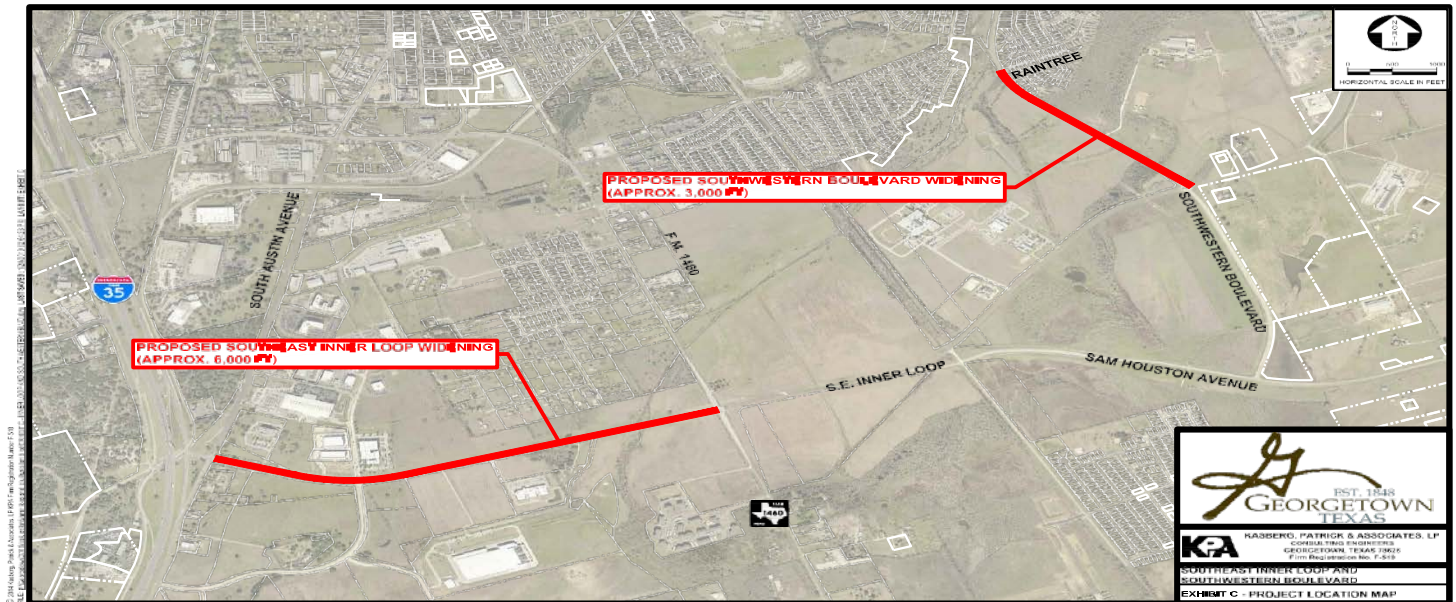
Element	Status / Issues		
Design	Engineering update underway to bid to new project limits.		
Environmental/ Archeological	Efforts underway and any issues are expected to be identified in the coming month.		
Rights of Way	Two properties acquired as part of Mays St. Extension. Two remaining, negotiations ongoing and Council has approved condemnation.	Total Parcels:	4
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Construction	ROW procurement ongoing		
Other Issues	Talks underway to return to initial project limits with the landowner donation of ROW. If ROW not donated modified limits will stay.		

**Widening of: SE Inner Loop - FM 1460 to Austin Avenue Roadway &
Southwestern Boulevard – Raintree Drive to SE Inner Loop Roadway
July 2020**

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

Engineer KPA & Associates



Element	Status / Issues		
Design	Southwestern:		
	<ul style="list-style-type: none"> Preliminary alignment revised Performing Hydrologic and Hydraulic calculations ROW needs forwarded to Travis 		
Environmental/ Archeological	SE Inner Loop:		
	<ul style="list-style-type: none"> Project under environmental review at TCEQ. Project advertised to bid with bids received 7-21-20 To board and council in August 		
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.
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**GEORGETOWN TRANSPORTATION ENHANCEMENT CORPORATION
AGENDA ITEM COVER SHEET**

SUBJECT: July 2020 GTEC Updates - Wesley Wright, P.E., Systems Engineering Director/Michael Hallmark, CIP Manager

ITEM SUMMARY:

July 2020 GTEC updates

Northwest Boulevard:

- Utility work complete on west side of IH 35
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- Sub Grade prep complete on east side of IH 35.
- Utility work underway on east side of IH 35.
- Construction on bridge to begin July
- Estimated completion Spring 21

Rabbit Hill Road Improvements:

Talks underway to return to initial project limits with the landowner donation of ROW. If ROW not donated modified limits will stay.

Rivery Boulevard Extension:

Complete

Southeast Inner loop/ Southwestern Blvd

Southwestern:

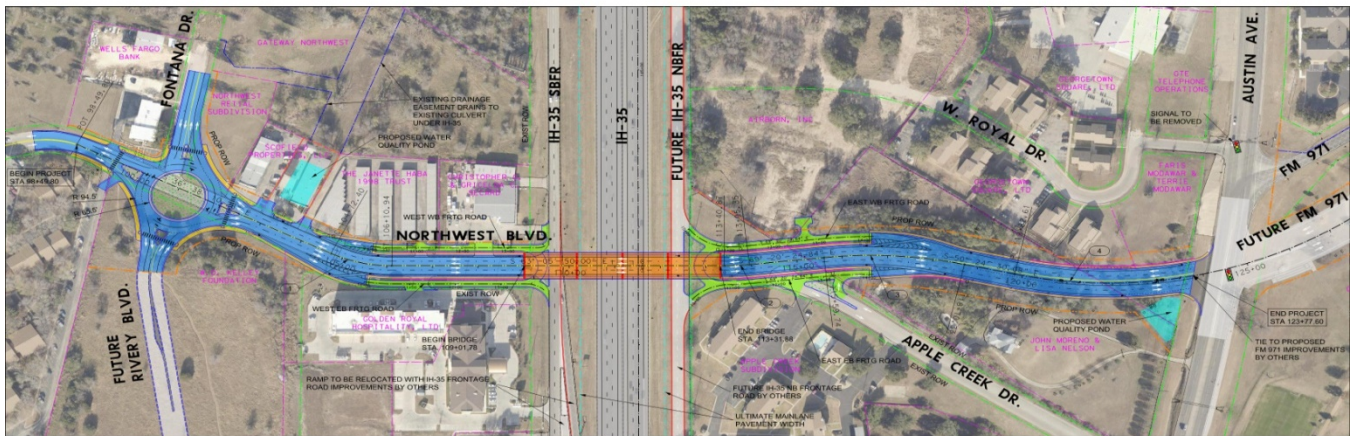
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- Evaluating Water Quality Treatment Options;
- Preparing Utility plan/profile sheets (water/wastewater)
- Identifying utility conflicts
ROW needs ascertained to be forwarded to
Travis by 1-17

SE Inner Loop:

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(Fontana Drive to Austin Avenue)
Project No. 5QX TIP No. AF
July 2020**

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 Complete
Environmental/ Archeological	Complete
Rights of Way	ROW Documents are being finalized. All offers have been made. 8 Parcels required. 5 acquired, 1 in closing, 2 in condemnation.
Utility Relocations	TBD
Construction	<ul style="list-style-type: none"> Utility work complete on west side of IH 35 Roundabout open for detour to Rivery Blvd. Sub Grade prep complete on east side of IH 35. Utility work underway on east side of IH 35. Construction on bridge to begin July Estimated completion Spring 21
Other Issues	

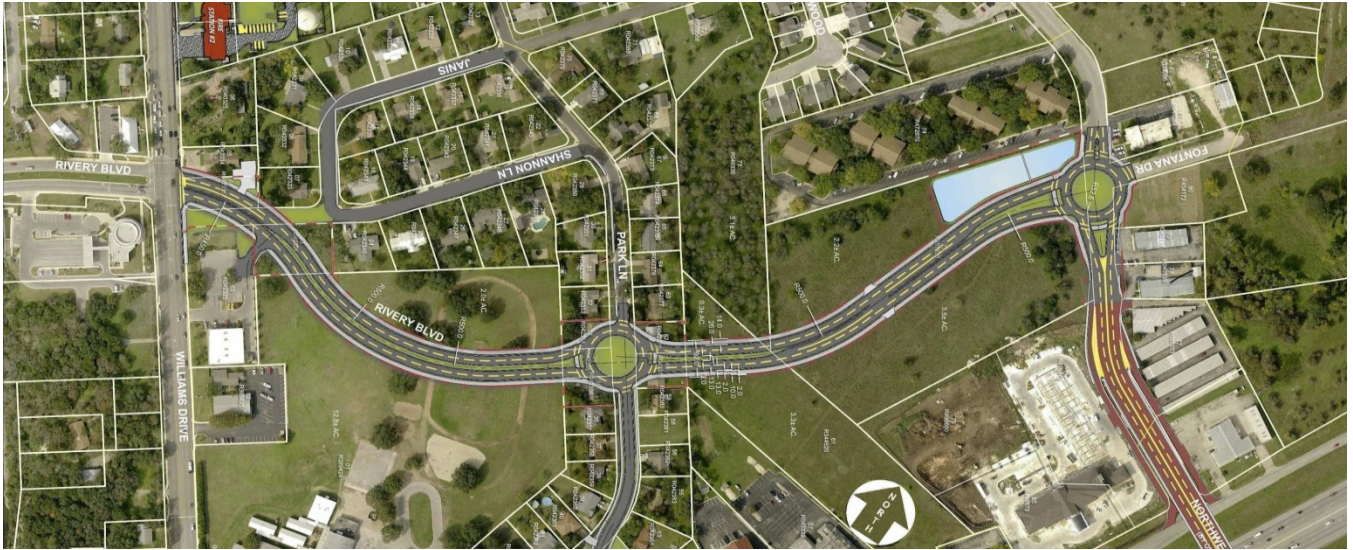
Rivory Boulevard Extension
(Williams Drive to Northwest Boulevard @ Fontana Drive)
Project No. 5RM TIP No. AD
July 2020

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



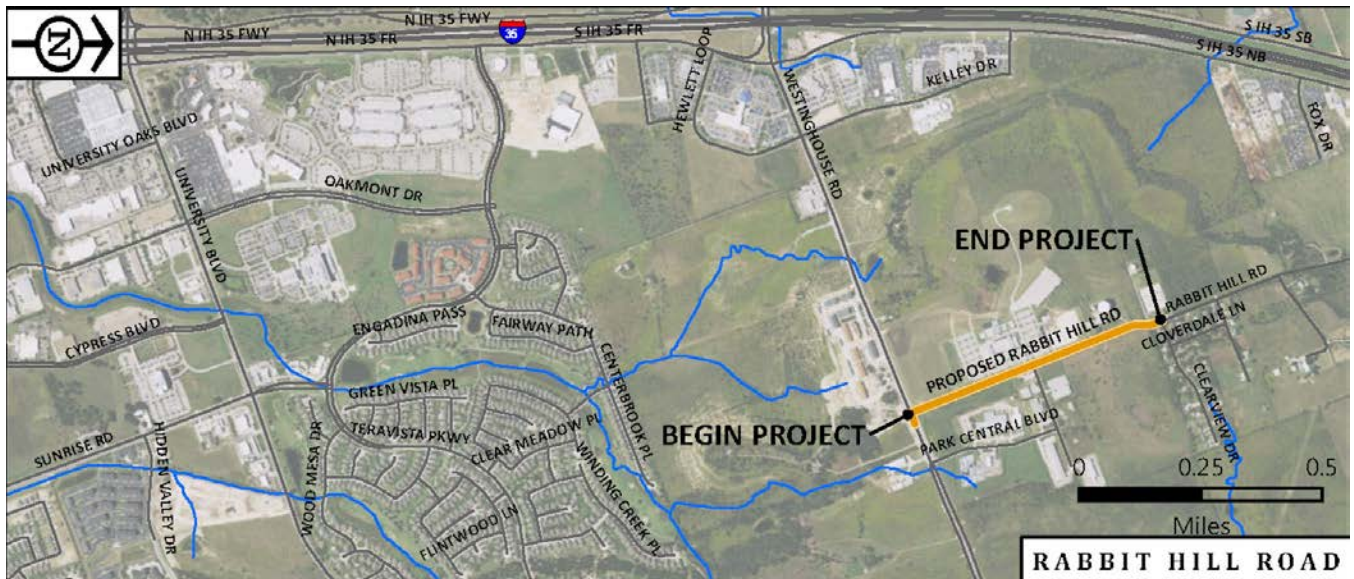
Element	Status / Issues		
Design	Complete		
Environmental/ Archeology	Complete		
Rights of Way	Offers have been made on 22 parcels, and 20 have closed. Environmental assessment complete on 11 parcels in preparation for demolition. Condemnation hearings completed on 2 parcels, working toward final resolution of matter.	Total Parcels:	22
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		Acquired:	20
		Closing pending:	0
		Condemnation:	2
Utility Relocations	TBD		
Construction	Punch list completed		
Other Issues			

Rabbit Hill Road Improvements Project
(Westinghouse Road to S. Clearview Drive)
Project No. 5RQ TIP No. BZ
July 2020

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.



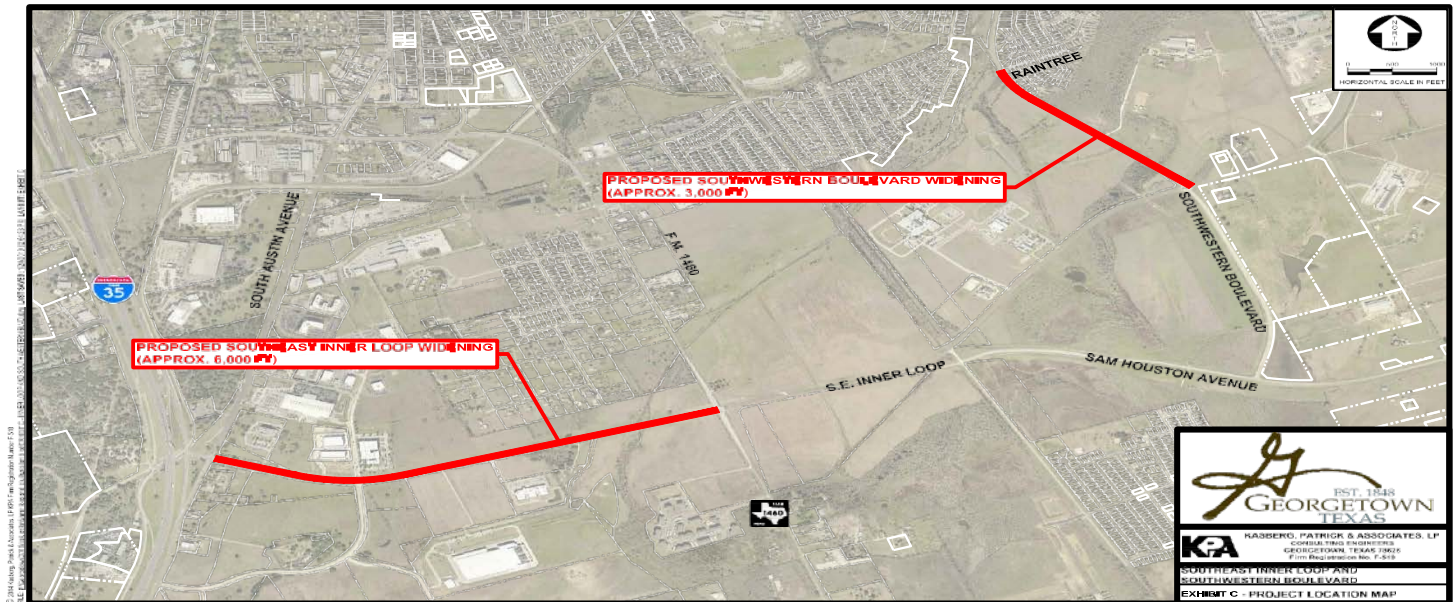
Element	Status / Issues		
Design	Engineering update underway to bid to new project limits.		
Environmental/ Archeological	Efforts underway and any issues are expected to be identified in the coming month.		
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		Possession:	2
		Pending:	2
Utility Relocations	Will be initiated as ROW/easements are acquired and as part of the bidding process. Multiple relocations expected – Round Rock water and Georgetown Electric.		
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Project Managers Joel Weaver and Wesley Wright, P.E.

Engineer KPA & Associates



Element	Status / Issues		
Design	Southwestern:		
	<ul style="list-style-type: none"> Preliminary alignment revised Performing Hydrologic and Hydraulic calculations ROW needs forwarded to Travis 		
Environmental/ Archeological	SE Inner Loop:		
	<ul style="list-style-type: none"> Project under environmental review at TCEQ. Project advertised to bid with bids received 7-21-20 To board and council in August 		
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.
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**GEORGETOWN TRANSPORTATION ENHANCEMENT CORPORATION
AGENDA ITEM COVER SHEET**

SUBJECT: July 2020 GTEC Updates - Wesley Wright, P.E., Systems Engineering Director/Michael Hallmark, CIP Manager

ITEM SUMMARY:

July 2020 GTEC updates

Northwest Boulevard:

- Utility work complete on west side of IH 35
- Roundabout open for detour to Rivery Blvd.
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- Construction on bridge to begin July
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Talks underway to return to initial project limits with the landowner donation of ROW. If ROW not donated modified limits will stay.

Rivory Boulevard Extension:

Complete

Southeast Inner loop/ Southwestern Blvd

Southwestern:

- Preparing plan/profile sheets.
 - Finalizing Storm Conveyance System for the project
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SE Inner Loop:

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(Fontana Drive to Austin Avenue)
Project No. 5QX TIP No. AF
July 2020**

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Project Manager	Joel Weaver and Wesley Wright, P.E.
Engineer	Klotz Associates



Element	Status / Issues
Design	Design Complete
Environmental/ Archeological	Complete
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Utility Relocations	TBD
Construction	<ul style="list-style-type: none"> Utility work complete on west side of IH 35 Roundabout open for detour to Rivery Blvd. Sub Grade prep complete on east side of IH 35. Utility work underway on east side of IH 35. Construction on bridge to begin July Estimated completion Spring 21
Other Issues	

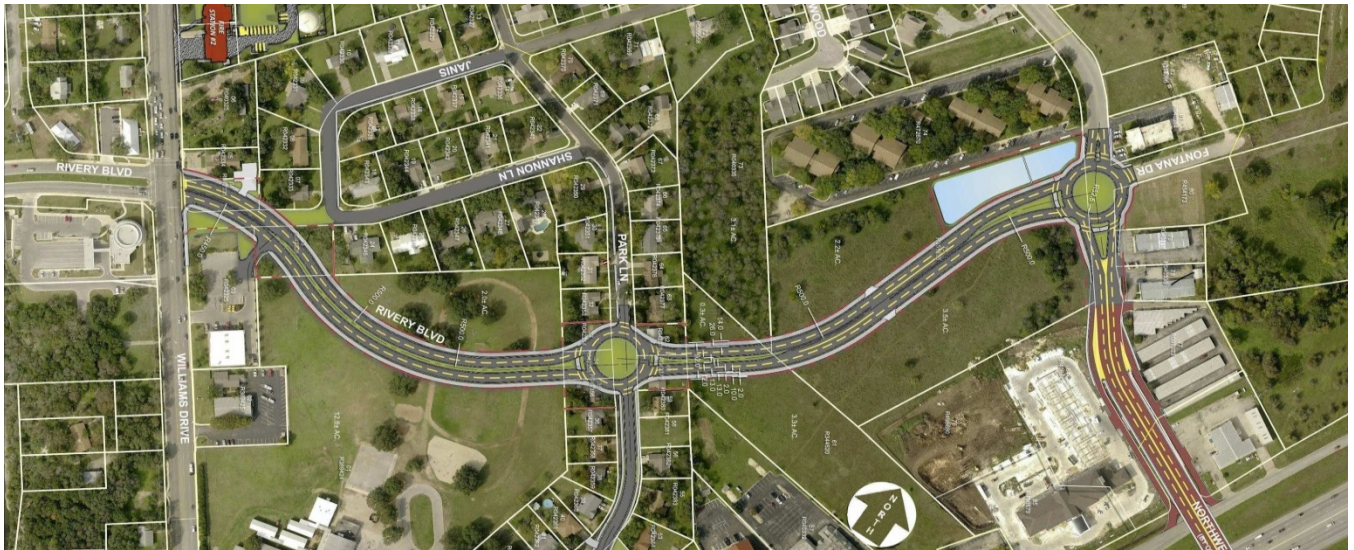
Rivory Boulevard Extension
(Williams Drive to Northwest Boulevard @ Fontana Drive)
Project No. 5RM TIP No. AD
July 2020

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Engineer Kasberg Patrick and Associates



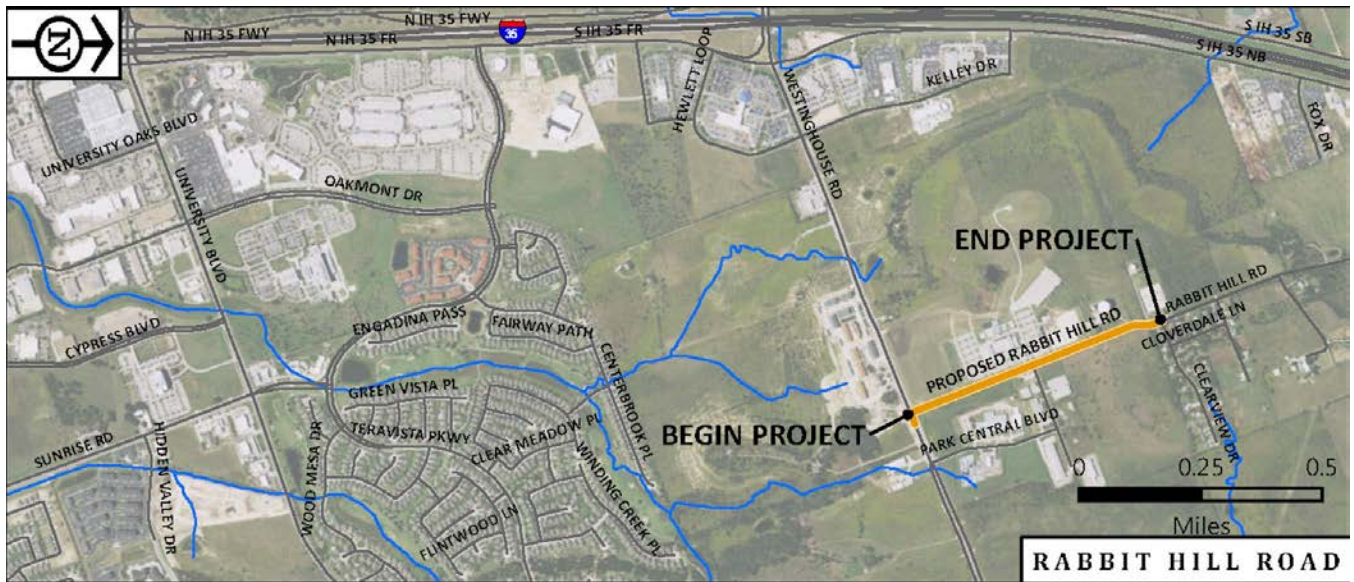
Element	Status / Issues		
Design	Complete		
Environmental/ Archeology	Complete		
Rights of Way	Offers have been made on 22 parcels, and 20 have closed. Environmental assessment complete on 11 parcels in preparation for demolition. Condemnation hearings completed on 2 parcels, working toward final resolution of matter.	Total Parcels:	22
		Appraised:	22
		Offers:	22
		Acquired:	20
		Closing pending:	0
		Condemnation:	2
Utility Relocations	TBD		
Construction	Punch list completed		
Other Issues			

Rabbit Hill Road Improvements Project
(Westinghouse Road to S. Clearview Drive)
Project No. 5RQ TIP No. BZ
July 2020

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

Engineer CP&Y, Inc.



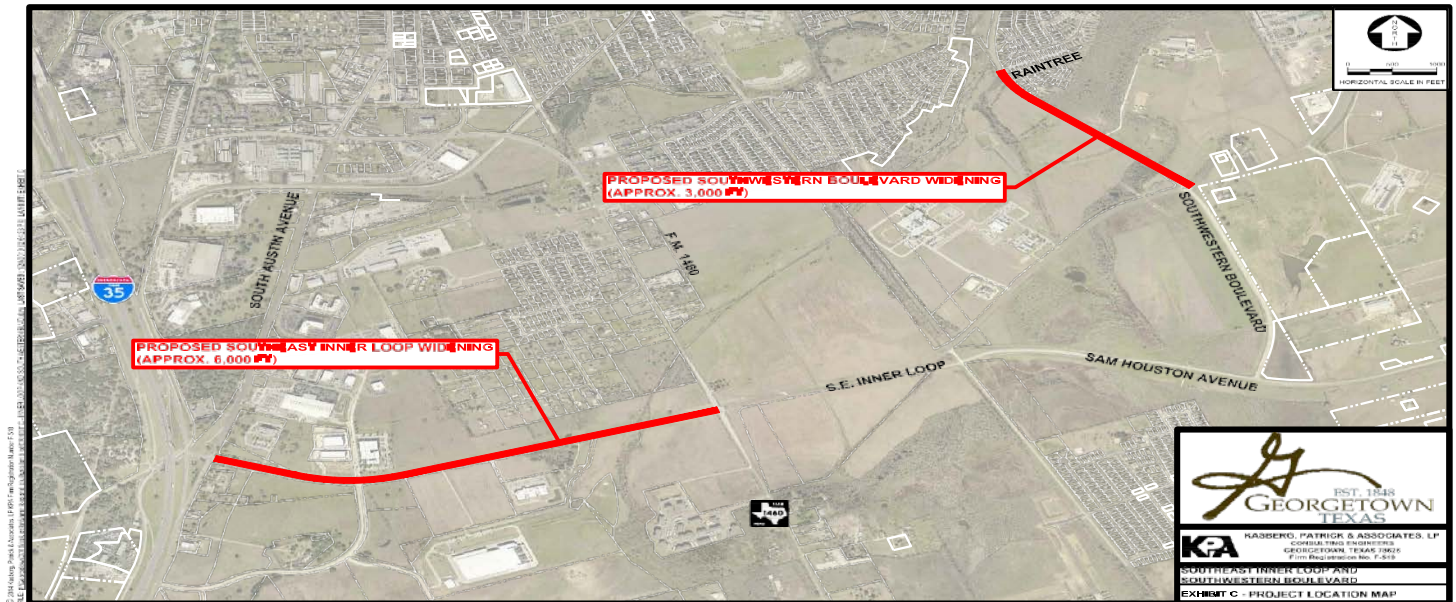
Element	Status / Issues		
Design	Engineering update underway to bid to new project limits.		
Environmental/ Archeological	Efforts underway and any issues are expected to be identified in the coming month.		
Rights of Way	Two properties acquired as part of Mays St. Extension. Two remaining, negotiations ongoing and Council has approved condemnation.	Total Parcels:	4
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		Pending:	2
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**Widening of: SE Inner Loop - FM 1460 to Austin Avenue Roadway &
Southwestern Boulevard – Raintree Drive to SE Inner Loop Roadway
July 2020**

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

Engineer KPA & Associates



Element	Status / Issues
Design	<p>Southwestern:</p> <ul style="list-style-type: none"> • Preliminary alignment revised • Performing Hydrologic and Hydraulic calculations • ROW needs forwarded to Travis <p>SE Inner Loop:</p> <ul style="list-style-type: none"> • Project under environmental review at TCEQ. • Project advertised to bid with bids received 7-21-20 • To board and council in August
Environmental/ Archeological	Efforts to begin April 2019 and any issues are expected to be identified in the coming month.
Rights of Way	<div>ROW needs on Southwestern to be determined</div> <div>Total Parcels: 0</div> <div>Possession: 0</div> <div>Pending: 0</div>
Utility Relocations	To be determined
Construction	

Other Issues	None.
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City of Georgetown, Texas
Transportation Enhancement Corp
July 15, 2020

SUBJECT:

Nominations and election of President of the GTEC Board consistent with Section 3.02 of the GTEC Bylaws. – David Morgan – General Manager - GTEC

ITEM SUMMARY:

Per the Bylaws of the Georgetown Transportation Enhancement Corporation Board – “Section 3.02 – Officers. The officers of the corporation shall be a president, vice president and secretary. The board, at each annual meeting, shall elect these officers. The board may appoint such other officers as it deems necessary, who shall have the authority, and shall perform such duties as from time to time may be prescribed by the board.”

FINANCIAL IMPACT:

n/a

SUBMITTED BY:

David Morgan - General Manager, GTEC Board

City of Georgetown, Texas
Transportation Enhancement Corp
July 15, 2020

SUBJECT:

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

ITEM SUMMARY:

FINANCIAL IMPACT:

N/A

SUBMITTED BY:

David Morgan - General Manager, GTEC Board

City of Georgetown, Texas
Transportation Enhancement Corp
July 15, 2020

SUBJECT:

Nominations and election of Secretary of the GTEC Board consistent with Section 3.02 of the GTEC Bylaws.--David Morgan-General Manager, GTEC Board

ITEM SUMMARY:

FINANCIAL IMPACT:

N/A

SUBMITTED BY:

David Morgan - General Manager, GTEC Board

City of Georgetown, Texas
Transportation Enhancement Corp
July 15, 2020

SUBJECT:

Review and possible action related to the Day and Time of GTEC Board Meetings. – David Morgan - General Manager, GTEC Board

ITEM SUMMARY:

Per the GTEC Bylaws **Section 2.03 Time & Date of Regular Meeting**. The board shall meet on a regular basis, at a specified time, day and location as approved annually by the board. All meetings shall be called and held in accordance with the Texas Open Meetings Act, Chapter 551, Government Code, as amended. The president of the board may cancel the meeting if there is no business to be conducted. **Currently, the GTEC Board meets on the third Wednesday of each month at 3:30 PM.**

FINANCIAL IMPACT:

N/A

SUBMITTED BY:

David Morgan - General Manager, GTEC Board

ATTACHMENTS:

Description	Type
☐ GTEC Dates	Backup Material

**GEORGETOWN TRANSPORTATION ENHANCEMENT
CORPORATION (GTEC)**

**Meeting Schedule
March 2020 – February 2021**

All Regular Meetings will be held on the **third Wednesday** of every month at **3:30 p.m.** at the Georgetown Municipal Complex, located at 300-1 Industrial Avenue. As long as social distancing is required as a result of Covid-19, all board meetings will take place in the Library Friends Room of the Georgetown Public Library, located at 402 W. 8th Street.

Please contact Emily Koontz at 512-930-6556 if you have any questions regarding meeting dates or times.

AUGUST 19, 2020

SEPTEMBER 16, 2020

OCTOBER 21, 2020

NOVEMBER 18, 2020

DECEMBER 16, 2020

JANUARY 20, 2021

FEBRUARY 17, 2021

City of Georgetown, Texas
Transportation Enhancement Corp
July 15, 2020

SUBJECT:

Consideration and possible approval of the minutes from the December 18, 2019 GTEC Board Meeting. -
- David Morgan - General Manager, GTEC Board

ITEM SUMMARY:

FINANCIAL IMPACT:

N/A

SUBMITTED BY:

David Morgan - General Manager, GTEC Board

ATTACHMENTS:

	Description	Type
□	Minutes	Backup Material

**Minutes of the Meeting of
Georgetown Transportation Enhancement Corporation
and the Governing Body of the
City of Georgetown, Texas
Wednesday, December 18, 2019**

The Georgetown Transportation Enhancement Corporation of the City of Georgetown, Texas, met on **Wednesday, December 18, 2019.**

Board Members Present: Jay Warren – President, Colin McGahey – Secretary, John Marler, Mike Triggs

Board Members Absent: Bob Whetsell, Al Hajka, Rachael Jonrowe

Staff Present: David Morgan, Wayne Reed, Laurie Brewer, Michaela Dollar, Emily Koontz, Wesley Wright, Paul Diaz, Ray Miller

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 4:03 PM by Warren
- B. Introduction of New Board Members and Visitors: No visitors.
- C. Industry/CAMPO/TxDOT Updates – Miller gave updates. Updates are included in the packet.
- D. Update of current projects - Wesley Wright, P.E., Systems Engineering Director/Michael Hallmark, CIP Manager. Wright gave updates which are included in the packet.
- E. Presentation of Georgetown Transportation Enhancement Corporation preliminary monthly financial reports for November 2019. Diaz gave the reports which are included in the packet. Warren asked and Diaz replied that the preliminary number for October is 13% and they should be receiving that report soon.

Legislative Regular Agenda:

- F. Consideration and possible approval of the minutes from the November 20, 2019 GTEC Board Meeting. -- David Morgan - General Manager, GTEC Board **MOTION by Marler, SECOND by McGahey. APPROVED 4-0-3** (Hajka, Whetsell, Jonrowe – absent)
- G. Consideration and possible recommendation of an Agreement for a Local On-System Improvement Project with the Texas Department of Transportation (TxDOT) for signal and roadway improvements along SH29, just east of IH35 – Wesley Wright, PE, Systems Engineering Director. Morgan added to Wright’s presentation by explaining that this project helps improve the intersection and that HEB is in support of the plan as well. **MOTION by Triggs, SECOND by Marler. APPROVED 4-0-3** (Hajka, Whetsell, Jonrowe – absent)
- H. Public hearing by the Georgetown Transportation Enhancement Corporation (GTEC) regarding the expenditure of 4B sales tax funds for the proposed Confido III Project – Leigh Wallace, Finance Director, COG, Finance Manager, GTEC. **MOTION by Marler, SECOND by McGahey. APPROVED 4-0-3** (Hajka, Whetsell, Jonrowe – absent). There were no speakers from the public.
- I. Public hearing by the Georgetown Transportation Enhancement Corporation (GTEC) regarding the expenditure of 4B sales tax funds for the proposed Costco Wholesale Corp Project – Leigh Wallace, Finance Director, COG, Finance Manager, GTEC. Marler asked and Dollar replied that Costco required a five year timeline, but that is the only timeline that Costco has provided the city so the city does not have a specific answer for construction timeline. Dollar explained that Costco will build the roads and the city will reimburse them for the costs provided that Costco meets the construction deadlines. **MOTION by McGahey, SECOND by Marler. APPROVED 4-0-3** (Hajka, Whetsell, Jonrowe – absent) There were no speakers from the public.

ADJOURNMENT:

MOTION by Marler, second by McGahey to adjourn the meeting. **APPROVED 4-0-3** (Hajka, Whetsell, Jonrowe – absent)

Meeting adjourned at 4:33 PM.

Adjournment

Approved:

Attest:

- President

– Secretary

Emily Koontz – Board Liaison

City of Georgetown, Texas
Transportation Enhancement Corp
July 15, 2020

SUBJECT:

Consideration and possible action from Executive Session - Project Zeus -- Michaela Dollar, Economic Development Director

ITEM SUMMARY:

FINANCIAL IMPACT:

N/A

SUBMITTED BY:

City of Georgetown, Texas
Transportation Enhancement Corp
July 15, 2020

SUBJECT:

Discussion and possible action to recommend the FY2021 proposed GTEC budget.
Leigh Wallace, Finance Director; Laurie Brewer; Assistant City Manager

ITEM SUMMARY:

The proposed FY2021 GTEC budget includes projects identified for funding along with administrative costs and total funding requirements.

The proposed FY2021 budget identifies revenues and specific projects planned for the upcoming year, as well as costs associated with past debt issuances.



- Proposed FY2021 Budget Presentation
- Proposed FY2021 Budget Fund Schedule
- Proposed FY2021 Administrative Contract

FINANCIAL IMPACT:

N/A

SUBMITTED BY:

ATTACHMENTS:

Description		Type
	GTEC Summary Budget	Backup Material
	Admin Svc Contract FY2021	Backup Material
	GTEC 2021 Budget and Contract	Backup Material

GEORGETOWN TRANSPORTATION ENHANCEMENT CORP FUND

The purpose of the Georgetown Transportation Enhancement Corporation Fund (GTEC), a Sales Tax Corporation, is to promote economic and community development within the City and the State of Texas through the payment of costs for streets, roads, drainage, and other related transportation system improvements including the payment of maintenance and operating expenses associated with such authorized projects. The funding source for GTEC is ½ cent of the City's sales tax rate.

FISCAL YEAR 2020

Total revenues are projected to be \$12.9 million, which includes \$4.7 million of bond proceeds budgeted for the Southeast Innerloop project. Sales tax collections are projected to end the at budget. A strong first half of the fiscal year helped make up for reductions in sales tax revenue seen during the Spring as the COVID19 pandemic closed many businesses.

Total expenses are projected to be \$21 million. This is less than budget due to reallocating the \$1.9 million that is set aside for economic development projects to fiscal year 2021. Projects in progress for this year include Southeast Inner loop and SH29 roadway improvements.

Total fund balance is projected to be \$13.5 million by September 30th 2020, which includes a debt service reserve of \$3.6 million and a contingency reserve of \$1.98 million.

FISCAL YEAR 2021

Budgeted revenues are expected to total \$19.1 million in FY2021. Sales tax is projected to remain flat over FY2020 projections, to reflect a conservative view of the impact of COVID19 pandemic on local businesses. Bond proceeds are budgeted at \$11.1 million to fund the proposed roadway improvements. Interest revenue is expected to decrease, as cash balances will be lower as previously issued bond proceeds are used to pay for capital improvements and interest rates are expected to remain low.

Budgeted expenses total \$16.8 million in FY2021. This includes \$8 million for Aviation Drive, which connects Airport Road to IH35, as well as \$600,000 for the Confido project and \$2 million on public roadway improvements for the Costco project. A reserve of \$1.98 million is set aside for economic development projects that may come up during the fiscal year. Allocation expense refers to shared administrative overhead costs.

Total fund balance is projected to be \$15.3 million by September 30th 2021. This fund is budgeted to meet the policy of allocating 25% of sales tax as a contingency reserve. This fund holds a contingency of \$1,984,375 and a debt service reserve of \$3,494,232.

FUND SCHEDULE

	FY2019 Actuals	FY2020 Budget	FY2020 Projected	FY2021 Base Budget	FY2021 Changes	FY2021 Budget
Beginning Fund Balance	18,539,789	21,649,668	21,649,668	13,508,169	-	13,508,169
	FY2019 Actual	FY2020 Budget	FY2020 Projected	FY2021 Base Budget	FY2021 Changes	FY2021 Budget
Revenue						
Bond Proceeds	-	4,700,000	4,700,000	8,000,000	2,600,000	10,600,000
Sales Taxes	7,369,645	7,937,500	7,937,500	7,937,500		7,937,500
Interest Income	480,236	230,000	225,000	60,000		60,000
Grand Total	7,849,881	12,867,500	12,862,500	15,997,500	2,600,000	18,597,500
	FY2019 Actual	FY2020 Budget	FY2020 Projected	FY2021 Base Budget	FY2021 Changes	FY2021 Budget
Expense						
CIP Expense	1,985,185	14,431,841	14,431,841	8,000,000	2,600,000	10,600,000
Transfers Out	2,490,440	2,401,571	2,401,571	2,763,242	-	2,763,242
Strategic Partnership	-	1,984,375	-	1,984,375	-	1,984,375
Debt Service	836,900	932,350	932,350	1,063,050	-	1,063,050
Administrative Expense	390,897	409,423	409,423	402,162	-	402,162
Travel Expense	-	500	500	500	-	500
Public Notices & Recording Fees	122	300	300	300	-	300
Economic Development Agreements	-	2,000,000	2,000,000	-	-	-
Capital Outlay		828,014	828,014	-	-	-
Grand Total	5,703,543	22,988,374	21,003,999	14,213,629	2,600,000	16,813,629
	FY2019 Actuals	FY2020 Budget	FY2020 Projected	FY2021 Base Budget	FY2021 Changes	FY2021 Budget
Ending Fund Balance	20,686,127	11,528,794	13,508,169	15,292,040	-	15,292,040
CAFR Adjustment	(135,527)	-	-	-	-	-
Contingency	1,468,750	1,984,375	1,984,375	1,984,375	-	1,984,375
Debt Service Reserve	-	3,225,642	3,602,792	3,494,232	-	3,494,232
Available Fund Balance	19,081,850	6,318,777	7,921,002	9,813,433	-	9,813,433

**ADMINISTRATIVE SERVICES CONTRACT
BETWEEN THE CITY OF GEORGETOWN, TEXAS
AND THE GEORGETOWN TRANSPORTATION ENHANCEMENT
CORPORATION**

STATE OF TEXAS §

COUNTY OF WILLIAMSON §

THIS CONTRACT FOR SERVICES ("Contract") is made by and between the City of Georgetown, 808 Martin Luther King Jr., Georgetown, Texas 78626, hereinafter called "City" and the Georgetown Transportation Enhancement Corporation, having its principal business address at 808 Martin Luther King Jr., Georgetown, Texas 78626, hereinafter called "Corporation" for the purpose of contracting for administrative services of the staff and employees of the City.

WITNESSETH

WHEREAS, on May 5, 2001 the City established the Corporation pursuant to Vernon's Rev. Civ. Stat. Ann., Article 5190.6. Section 4(B) to pay the costs of streets, roads, drainage, and other related transportation system improvements, including the payment of maintenance and operating expenses associated with such authorized projects.

WHEREAS, on October 9, 2001 the City approved the Articles of Incorporation and Bylaws of the Corporation.

WHEREAS, Section 3.08 of said Bylaws provide that the City and the Corporation shall execute an administrative services contract for the services to be provided to the Corporation by the City by the general manager, finance manager, Secretary, and other City services or functions, pursuant to Vernon's Rev. Civ. Stat. Ann. Section 2(4), as amended, which authorizes the Corporation to pay administrative, legal and engineering services expenses which are necessary or incidental to placing a project into operation; and

WHEREAS, the City and Corporation desire to contract for administrative services described as follows: the services provided by the City Manager, Finance Director, City Secretary, and the staff and employees of the City's Finance and Administration Division, the Transportation Division, and the City Attorney's Office,

AGREEMENT

NOW, THEREFORE, the City and Corporation, in consideration of the mutual covenants and agreements herein contained, do hereby mutually agree as follows:

ARTICLE I SCOPE OF SERVICES TO BE PROVIDED BY CITY

The City will furnish items and perform those services for fulfillment of the Contract as identified in the Bylaws of the Corporation as set forth in bylaws of the corporation.

ARTICLE 2 CONTRACT PERIOD

This Contract shall begin at the start of business on October 1, 2020 and terminate at the close of business on September 30, 2021 unless extended by written supplemental agreement duly executed by the Corporation and the City prior to the date of termination. Any work performed or cost incurred after the date of termination shall be ineligible for reimbursement.

ARTICLE 3 CONTRACT PRICE

Corporation shall pay City for the services contemplated herein as follows:

1. For all administrative and legal services, the monthly fee of \$33,513.50 as identified in Attachment A.
2. external third party legal services will be billed separately as needed.

The allocation of costs will be identified annually in Attachment A – *GTEC Allocation Breakdown*

ARTICLE 4 PAYMENT PROCEDURES

The Corporation shall pay the City \$33,513.50 per month on the first of each month, beginning on October 1, 2020, during the term of this Agreement. In addition, the Corporation shall pay for all external legal or other professional services invoices pursuant to the Article 3 within thirty (30) days of receipt.

ARTICLE 5 OWNERSHIP OF DOCUMENTS

All data, basic sketches, charts, calculations, plans, specifications, and other documents created or collected under the terms of this Contract are the exclusive property of the Corporation and shall be furnished to the Corporation upon request. Release of information shall be in conformance with the Texas Public Information Act.

ARTICLE 6 SUSPENSION

As authorized by Section 3.08 of the Corporation's Bylaws, the City may suspend services under this Contract without committing a breach of its terms upon the occurrence of any of the following:

- (1) The City Manager does not approve of the utilization of any or all services;
- (2) The City Manager feels the City is not receiving reasonable compensation for any or all services; or
- (3) The performance of a service materially interferes with the other duties of the affected City personnel.

ARTICLE 7 TERMINATION

The Contract may be terminated before the stated termination date by any of the following conditions:

- (1) By mutual agreement and consent, in writing of both parties.
- (2) By either party, upon the failure of the other party to fulfill its obligations as set forth herein.
- (3) By either party for reasons of its own and not subject to the mutual consent of the other party, upon not less than thirty (30) days written notice to the other party.

The termination of this Contract and Payment of an amount in settlement as prescribed in Article 3, above shall extinguish all rights, duties, and obligations of the City and the Corporation under this Contract.

ARTICLE 8 INDEMINIFICATION

Corporation's Indemnification. The Corporation agrees, to the extent permitted by law, to save harmless the City and its officers and employees from all claims and liability due to activities of itself, its agents, or employees, performed under this Contract and which are caused by or result from error, omission, or negligent act of the Corporation or of any person employed by the Corporation. The Corporation shall also save harmless the City from any and all expense, including,

but not limited to, attorney fees which may be incurred by the City in litigation or otherwise resisting said claim or liabilities which may be imposed on the City as a result of such activities by the Corporation, its agents, or employees. This indemnity shall not include claims based upon or arising out of the willful misconduct of City, its officers or employees. Further, this indemnity shall not require payment of a claim by City or its officers or employees as a condition precedent to City's recovery under this provision.

City's Indemnification. The City agrees, to the extent permitted by law, to save harmless the Corporation from all claims and liability due to activities of itself, its agents, or employees, performed under this Contract and which are caused by or result from error, omission, or negligent act of the City or of any person employed by the City. The City shall also save harmless the Corporation from any and all expense, including, but not limited to, attorney fees which may be incurred by the Corporation in litigation or otherwise resisting said claim or liabilities which may be imposed on the Corporation as a result of such activities by the City, its agents, or employees. This indemnity shall not include claims based upon or arising out of the willful misconduct of Corporation, its officers or employees. Further, this indemnity shall not require payment of a claim by Corporation or its officers or employees as a condition precedent to Corporation's recovery under this provision.

ARTICLE 9 SEVERABILITY

In the event any one or more of the provisions contained in this Contract shall for any reason, be held to be invalid, illegal, or unenforceable in any respect, such invalidity, illegality, or unenforceability shall not affect any other provision thereof and this Contract shall be construed as if such invalid, illegal, or unenforceable provision had never been contained herein.

ARTICLE 10 PRIOR CONTRACTS SUPERSEDED

This Contract constitutes the sole and only agreement of the parties hereto and supersedes any prior understandings or written or oral contracts between the parties respecting the subject matter defined herein.

ARTICLE 11 NOTICES

All notices to either party by the other required under this Contract shall be personally delivered or mailed to such party at the following respective addresses:

For City: City Manager
City of Georgetown
P.O. Box 409
Georgetown, Texas 78627

For Corporation: General Manager
Georgetown Transportation Enhancement Corporation
P.O. Box 409
Georgetown, Texas 78627

ARTICLE 12
SIGNATORY WARRANTY

The undersigned signatory or signatories for the parties hereby represent and warrant that the signatory is an officer of the organization for which he or she has executed this Contract and that he or she has full and complete authority to enter into this Contract on behalf of the firm. The above-stated representations and warranties are made for the purpose of inducing the other party to enter into this Contract.

IN WITNESS HEREOF, the City and the Corporation have executed these presents in duplicate on this the _____ day of _____, 2020.

GEORGETOWN TRANSPORTATION ENHANCEMENT CORPORATION

By: _____
Printed Name: _____
Title: _____

ATTEST:

By: _____
Printed Name: _____
Title: _____

CITY OF GEORGETOWN

By: _____
Printed Name: Dale Ross
Title: Mayor

ATTEST:

By: _____
Printed Name: Robyn Densmore
Title: City Secretary

APPROVED AS TO FORM:

Printed Name: Skye Masson
Title: City Attorney

Attachment A

The GTEC Administrative Allocation for departments such as Transportation Administration, City Manager's Office, Finance and Accounting, and the Legal Department totals \$402,162 for FY2020. This equates to \$33,513.50 per month.

FY2021 Proposed GTEC Budget

GTEC Budget Process

- GTEC is a “component unit” of the City
 - GTEC Board recommends budget to City Council
 - City Council adopts in August/September
- Guided by GTEC Fiscal and Budgetary Policy
- Transportation Improvement Program (TIP) adopted annually
 - 5 Year project plan
 - Projects meet legal criteria for 4B sales tax and the voter referendum language
 - Project timing may be adjusted annually

GTEC Budget Process

- GTEC budget developed annually
 - Revenue estimates for upcoming year
 - Sales Tax
 - Interest
 - Expenses upcoming year of projects from TIP, and roll overs from previous years
 - Debt service – from previously issued 20 year debt for projects
 - Administrative costs
 - Staff time, overhead, project management

Sales Tax Revenues

- Sales tax is projected to end FY20 at \$7,937,500
 - Meets budget due to strong first six months of fiscal year, offset by decreases due to COVID business closures
- FY21 Sales Tax is projected to be \$7,937,500 which conservatively matches FY20 budget and projection

Other Revenues & Financial Planning

- Bond Proceeds total \$10.6 million
 - Aviation Drive (Airport Road to IH35 Service Rd) \$8M
 - Confido III - \$600,000
 - Costco public roadways - \$2M

Administrative Contract Expense

- Two parts of the Allocation:
 - General Fund (City Manager Office, Public Works, Etc.)
 - Joint Service Fund (Accounting, Financial Admin, Legal, Etc.)
- GTEC 2021 Budget: \$256,422 + \$145,740=\$402,162
- 1.7% reduction due to overall budget reductions in administrative departments

Transportation Expenditures

- Projects in the FY2021 Budget
 - Economic Development related improvements:
 - Confido \$600,000
 - Costco public roadways \$2,000,000
 - Aviation Drive - \$8,000,000

Other Expenditures

- Debt Service Costs
 - \$3.6M for previously issued debt
 - \$170,000 for new issuance costs
- Funding for undetermined projects
 - Per fiscal policy, 25% of sales tax revenue appropriated for quick reaction to unknown projects
 - \$1.98M in 2021
- Other Expenses
 - \$500 for travel and training, \$300 for ads and notices

Conclusion

- Discussion
- Recommendation to Council

City of Georgetown, Texas
Transportation Enhancement Corp
July 15, 2020

SUBJECT:

EXECUTIVE SESSION

In compliance with the Open Meetings Act, Chapter 551, Government Code, Vernon's Texas Codes, Annotated, the item listed below will be discussed in closed session and is subject to action in the regular session.

Sec. 551.087 Deliberation Regarding Economic Development Negotiations

Project Zeus - Michaela Dollar, Economic Development Director

ITEM SUMMARY:

FINANCIAL IMPACT:

N/A

SUBMITTED BY: