

**Notice of Meeting for the
Georgetown Village Public Improvement District
of the City of Georgetown
January 11, 2021 at 6:00 PM
at VIRTUAL**

The City of Georgetown is committed to compliance with the Americans with Disabilities Act (ADA). If you require assistance in participating at a public meeting due to a disability, as defined under the ADA, reasonable assistance, adaptations, or accommodations will be provided upon request. Please contact the City Secretary's Office, at least three (3) days prior to the scheduled meeting date, at (512) 930-3652 or City Hall at 808 Martin Luther King Jr. Street, Georgetown, TX 78626 for additional information; TTY users route through Relay Texas at 711.

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

Join Zoom Meeting

<https://georgetowntx.zoom.us/j/91435120917>

Meeting ID: 914 3512 0917

Dial by your location

888 475 4499 US Toll-free

833 548 0276 US Toll-free

833 548 0282 US Toll-free

877 853 5257 US Toll-free

Citizen comments are accepted in three different formats:

1. Submit written comments to sabrina.poldrack@georgetown.org by 1 p.m. on the date of the meeting and the Recording Secretary will read your comments into the recording during the item that is being discussed.
2. Log onto the meeting at the link above and "raise your hand" during the item
3. Use your home/mobile phone to call the toll-free number

To join a Zoom meeting, click on the link provided and join as an attendee. You will be asked to enter your name and email address (this is so we can identify you when you are called upon). To speak on an item, click on the "Raise your Hand" option at the bottom of the Zoom meeting webpage once that item has opened. When you are called upon by the Recording Secretary, your device will be remotely unmuted by the Administrator and you may speak for three minutes. Please state your name clearly, and when your time is over, your device will be muted again.

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

B Call to Order

C Pledge of Allegiance - Marlene McMichael, Chair

D Public Wishing to Address the Board

On a subject not posted on the agenda: Persons may add an item to a future Regular scheduled Board agenda by filing a written request with the Staff Liaison **no later than one week prior** to the Board meeting. The request must include the speaker's name and the specific topic to be addressed with sufficient information to inform the board and the public. **Only those persons who have submitted a timely request will be allowed to speak.** For Board Liaison contact information, please logon to <http://georgetown.org/boardscommissions/>

At the time of posting, no one has signed up.

E Georgetown Village Public Improvement District (GVPID) monthly financial report for the month of December, 2020 - Nathan Parras, Assistant Finance Director

F Transfer of Assets Update - Travis Baird, Real Estate Services Manager

G Park Improvement Updates - Eric Nuner, Assistant Parks and Rec Director

H 5-10 year Capital Improvement Discussion - Wayne Reed, Assistant City Manager

Legislative Regular Agenda

I Consideration and possible action to approve the Minutes for the Regular Board Meeting November 9, 2020 - Sabrina Poldrack, Board Liaison

Adjournment

Certificate of Posting

I, Robyn Densmore, City Secretary for the City of Georgetown, Texas, do hereby certify that this Notice of Meeting was posted at City Hall, 808 Martin Luther King Jr. Street, Georgetown, TX 78626, a place readily accessible to the general public as required by law, on the _____ day of _____, 2021, 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
Georgetown Village Improvement District
January 11, 2021

SUBJECT:

Georgetown Village Public Improvement District (GVPID) monthly financial report for the month of December, 2020 - Nathan Parras, Assistant Finance Director

ITEM SUMMARY:

Presentation of the financial report for the month December, 2020

FINANCIAL IMPACT:

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SUBMITTED BY:

Nathan Parras, Assistant Finance Director

ATTACHMENTS:

Description		Type
❏	December 2020 Summary	Backup Material
❏	December 2020 Financial Overview	Backup Material

VILLAGE PID MONTHLY REPORT AS OF DECEMBER 31, 2020

Revenues are comprised of property tax and allocated interest. January and February are when the city receives the bulk of property tax revenues. The city anticipates receiving \$455,100 in Property Tax Revenue this year, as well as \$1,000 in Allocated Interest.

Expenses include administrative charges, capital, contractual services, insurance, maintenance, and marketing. Year-to-date operational expenses with encumbrances total \$141,030 or 45.34% of budget. The Parks Department has contracted for Parks Capital Improvements and paid \$93,646 year to date.

Ending Fund Balance

For FY2021, we budgeted to end the year with an ending fund balance of \$539,311, once we meet our contingency reserves of \$113,750, the final available fund balance is \$425,561.

FY2021 CIP Roll Forward Budget Amendment

On January 12, 2021, staff will bring to Council the first budget amendment of FY2021, the CIP Roll Forward amendment. The CIP Roll Forward amendment is routine in nature and is to roll forward project budgets to cover expenses for large capital improvement projects that span multiple years. The Village PID has identified eligible funds in the amount of \$190,368. This includes \$165,618 for ongoing park improvement efforts and \$24,750 for sidewalk maintenance. This amendment will increase the expense appropriation for the Village PID to \$501,386.

Proposed CIP Roll Forward – Georgetown Village PID

	2021 Approved Budget	Impact of This Action/CAFR Adjustment	2021 Amended Budget	350 - Georgetown Village PID
Beginning Fund Balance	\$ 394,229	\$ 190,368	\$ 584,597	This amendment re-appropriates expenses for sidewalk maintenance and park improvements not completed in FY2020
Revenues			\$ -	
Current Revenues	\$ 456,100	\$ -	\$ 456,100	
Total Revenues	\$ 456,100	\$ -	\$ 456,100	
Expenses				
Current Expenses	\$ 311,018	\$ 190,368	\$ 501,386	
Total Expenses	\$ 311,018	\$ 190,368	\$ 501,386	
Ending Fund Balance	\$ 539,311	\$ -	\$ 539,311	

COG - Budget Vs Actual Financial Statement By Ledger Account

Fund 350 Village PID
Period FY2021 - Dec

Ledger Account	Annual Budget	Current Period	YTD Actual (No Encum)	YTD Actual (w/Encum)
Beginning Fund Balance	394,229		394,229	394,229
Revenue				
Property Taxes	455,100	-	53,931	53,931
Interest Income	1,000	-	-	-
Total Revenue	456,100	-	53,931	53,931
Expense				
Personnel	-	-	-	-
Total Personnel	-	-	-	-
Operations				
Administrative Expense	28,418	-	-	-
Contracts & Leases	138,000	7,274	22,246	97,591
Contractual Services	20,000	-	-	-
Insurance Expense	1,000	-	-	-
Maintenance Expense	65,200	-	28,711	28,711
Marketing & Promotional	2,100	-	-	-
Office Supplies	300	-	-	79
Utilities	56,000	5,144	14,649	14,649
Total Operations	311,018	12,417	65,606	141,030
Capital				
Capital Outlay - Improvements	-	-	93,646	108,063
Total Capital	-	-	93,646	108,063
Total Expenses	311,018	12,417	159,252	249,092
Excess (Deficiency) of Total Revenue over Total Requirements	145,082	(12,417)	(105,320)	(195,161)
Ending Fund Balance	539,311	(12,417)	288,909	199,068
Reserves				
Contingency Reserve	113,750	-	-	113,750
Total Reserved Fund Balance	113,750	-	-	113,750
Available Fund Balance	425,561	(12,417)	288,909	85,318

City of Georgetown, Texas
Georgetown Village Improvement District
January 11, 2021

SUBJECT:

Transfer of Assets Update - Travis Baird, Real Estate Services Manager

ITEM SUMMARY:

Tract 1 as shown on map:

Lot 18, Block R, Georgetown Village Section Nine, Phases 9 & 10, located on Rosedale Boulevard, William Family Communities, Inc. d/b/a Green Builders. During the development period, the developer of builder is responsible for maintenance of open space, aesthetic, and parklet lots through the PID, until construction is nearing or at completion. The construction in Section 9, Phases 9 & 10 is complete. Though previously approved by the PID for acceptance and maintenance, a plat note has been identified which states the HOA is responsible for maintenance. Wilson Family Communities has been notified and is working with the HOA to complete the transfer. This lot will therefore not need to become the property of the City, nor be maintained by PID.

Tracts 2, 3, 4 & 5 as shown on map:

Status update on conveyance of pond lots from Wilson Family Communities and BB-CB investments to City of Georgetown for PID management

FINANCIAL IMPACT:

.

SUBMITTED BY:

Travis Baird, Real Estate Services Manager

ATTACHMENTS:

Description	Type
 Ownership Map	Backup Material

The map displays the City of San Antonio, Texas, divided into five tracts for the 2022 election. The tracts are color-coded and outlined in red:

- Tract 1:** A large area in the north-central part of the city, including areas around Village Commons Blvd, Village Park Dr, and Westbury Ln.
- Tract 2:** A small area in the east-central part, including areas around Bellaire Dr and Madrone Ave.
- Tract 3:** A small area in the east-central part, including areas around Beretta Cir and Beretta Dr.
- Tract 4:** A small area in the east-central part, including areas around Bellaire Dr and Madrone Ave.
- Tract 5:** A large area in the south-central part, including areas around E Sequoia Spur and Las Plumas Dr.

The map includes a legend in the bottom right corner, which identifies the tracts by color and outline. The legend also includes a note about the City of San Antonio's jurisdiction over the city limits.



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City of Georgetown, Texas
Georgetown Village Improvement District
January 11, 2021

SUBJECT:

5-10 year Capital Improvement Discussion - Wayne Reed, Assistant City Manager

ITEM SUMMARY:

This item is the third continuation in the presentation regarding the GV PID's annual assessment, which is set in Fiscal Year 2021 (FY21) at 14 cents per \$100 in assessed valuation. The aim of the discussion is to recognize the known capital improvements for which the PID may fund over the next 5 years; at this time, City staff members have identified several projects estimated to be roughly \$1,200,000 (see attached list). It is staff's intent to provide the GV PID Board with sufficient information to allow it to make an informed decision on the assessment prior to the FY22 budget process that will start in March or April 2021.

During the Board's consideration of making a recommendation on the FY21 budget and the 5 year Service Plan and Assessment Plan (5 year SAP), at least one Board member asked if they should consider reducing the PID assessment. This was discussed because the FY21 budget showed expenses to total \$311,018 while revenues were projected to be \$456,100 with an ending fund balance of \$425,561. Staff suggested not changing the PID assessment for FY21, because FY21 budget contained no capital improvement projects and there remained many capital improvements in the GV PID Parks Master Plan as well as many related to Public Works. The attached list of CIP projects is intended to serve as a starting point for the Board to discuss future expenses across operations and capital improvements. Staff hopes the Board members take the list as nothing more than suggestions; it is staff's intent to answer questions and to follow the Board's preferences on levels of services and capital outlay. The outcome and benefits from this discussion will be three fold at least: a) Board consensus on future levels of service (operations); b) a 5 year plan for capital improvements; and c) direction on landscape levels of service and scope of work for the Parks and Recreation Department to include in its RFP for bids on the GV PID landscape contract.

The 5 year SAP includes expenses for Sidewalk Repairs and Traffic Control Signs. The following information is being provided to give background on these two spend categories.

Updates from November 9, 2020 Meeting:

- **FINANCE:**
 - o Estimated assessment has an additional breakdown, which includes the Creekside neighborhood
- **PARKS:**
 - o Master Plan has been attached to agenda for a visual tool to show what is included in the Park projects
 - o On the project list, Entry Monumentation had "Landscaping" added for clarification
 - o On the project list, Village Pool had "Park" added for clarification
- **PUBLIC WORKS:**
 - o Map has been attached which display the Right of Way mowing areas that the City is responsible for

- o Out of the 400 sidewalk repairs, 5 locations were initially repaired with a temporary patch material by the Public Works Department and have now been repaired by concrete contractors.
- o Under “Board Proposed Projects”, comment added to line item “Add Roundabout at Rosedale Blvd & Bellaire Drive intersection”
 - This cost could not be estimated due to many variables, such as ROWs, utilities, drainage structures, etc.
 - An engineering design firm would need to be hired to complete due diligence to obtain a cost estimate.

Sidewalk Repairs

This line item is shown to increase from roughly \$23,000 in FY21 to approximately \$28,000 in FY22 with a 3% increase each year thereafter. Safe Sidewalks performed horizontal cuts in 2017 and 2018 at roughly 400 locations. This included repair of sidewalk slabs where the deviation was up to 1 ¾ inches between two adjacent sidewalk slabs (tripping hazard) without replacing slabs. Since this work has been performed, some locations have experienced continued lifting due to tree roots. This is monitored regularly by the Public Works Department. When locations do have the need to address a tripping hazard, the Public Works Department will put the location(s) on its sidewalk replacement schedule.

Starting in 2019, the Public Works Department started a sidewalk slab replacement. Westar Construction performed removal and replacement of concrete. A map of these locations was shared with the GV PID in 2019 and 2020. This year Westar Construction fixed 30 locations. At this time, all known trip hazard locations have been fixed. Again, the Public Works Department continually inspects the GV neighborhoods sidewalks to monitor status.

Traffic Control Signs

There is a proposed CIP project to replace traffic control signs, specifically street name signs. The original traffic control signs are nonstandard and have unique characteristics, which are not consistent with the City’s standards. The unique features include poles (painted brown), street name blades are brown, and each street name blade displays a GV Neighborhood logo; further, the original signs were constructed of a lower quality reflective material, which has resulted in fading that has diminished their effectiveness. Also, the poles are shorter than City standard. For instance, the bottom of stop signs must be 7 feet from the ground. In the GV Neighborhood, most stop signs, if not all, are less than 7 feet. Therefore, these signs are on a schedule for replacement. The PID has two options as follows:

1. Maintain Unique Characteristics. If the PID desires to maintain the unique features of its traffic control signs, it will need to fund the on-going repair and replacement of these assets.
2. Comply with City Standards. If the PID desires to comply with the City’s current standards, the PID will need to fund the one-time replacement of all traffic control signs. Therefore, the City will monitor signs and replace with General Fund.

Lastly, the Public Works Department has replaced stop signs and speed control signs as needed using General Fund, not PID funds.

Questions for the Board:

1. Based on additional information provided, what is the Board's direction on the following:
 - o Does Board want to increase the level of service for landscape maintenance?
 - o What capital improvement projects from the attached list would you like to add to the 5-year

plan?

- Park Proposed Projects
- Public Works Proposed Projects
- Board Proposed Projects

No later than March, staff will bring back a 5-year SAP and proposed PID assessment that will be sufficient to support the Board's direction.

FINANCIAL IMPACT:

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SUBMITTED BY:

Wayne Reed, Assistant City Manager

ATTACHMENTS:

Description		Type
□	Future CIP Opportunities	Backup Material
□	Estimated Assessments	Backup Material
□	Parks Masterplan	Backup Material
□	Parks & Open Space Map	Backup Material
□	ROW Mowing Areas	Backup Material

DRAFT DOCUMENT

Beginning Fund Balance

Revenue:

Ad Valorem Taxes
Allocated Interest
Property Taxes - Penalties and Interest

Total Revenue

Expense:

- Administrative (Joint Services) Allocation
- General Fund Allocation
- Printing (Previously Brochures)
- Appraisal Contracts - WCAD & Tax Assessor Collector
- Consulting - Management
- Mowing Contracts - will reflect increased level of service**
- Utilities
- Office Supplies, General
- Maintenance - Street Asphaltic
- Maintenance - Sidewalk - Increased Funding by \$5k
- Tree and Shrub Removal Services
- Operational Supplies - Traffic Message Signs (Street Signs)
- Maintenance - Ponds and Irrigation Systems
- Property and Casualty Insurance
- Park Improvements (Pavilion, Gazebo, Ball Fences)

Estimated Cost in 2020:

\$150,000

Park *Proposed* Projects:

(EAST)	Bedford Park
(Both)	Entry Monumentation Landscaping
(Both)	Shell Road Landscape Screening
(WEST)	Summer Green Park
(Both)	Trail Markers
(Both)	Trail/Open Space Map
(WEST)	Village Pool Park

Estimated Cost in 2020:

\$112,798
\$270,521
\$126,715
\$186,736
\$14,080
\$29,370
\$315,517

Public Works *Proposed* Projects:

(WEST) ADA Ramps
(WEST) Alley Sealant
(EAST) Madrid St Ponds
(Both) Street Signs *see above in Expense

Estimated Cost in 2020:

\$60,000
20,000/ 5 years
\$50,000
\$4,000

Board *Proposed* Projects:

Street Trees Along Bellaire Dr & Rosedale Blvd (trees, irrigation, & sidewalk updates)
 Natural Park Upkeep at Beretta Circle
 Flashing Sign for Pedestrian Crosswalk Rosedale Boulevard when crossing over into
 the Village Commons section
 Turn Lanes on Shell Road - Rosedale, Syncamore, Village Commons
 Add Roundabout at Rosedale Blvd & Bellaire Drive intersection
 Adding Trails into Creekside & east side sections
 Bike Path on major Roadways

Estimated Cost in 2020:

\$70,000
\$125,000

\$56,000/ per crossing
NO ACTION NEEDED

\$
\$
NO ACTION NEEDED

Improvement Projects Subtotal**Total Expense****Ending Fund Balance**

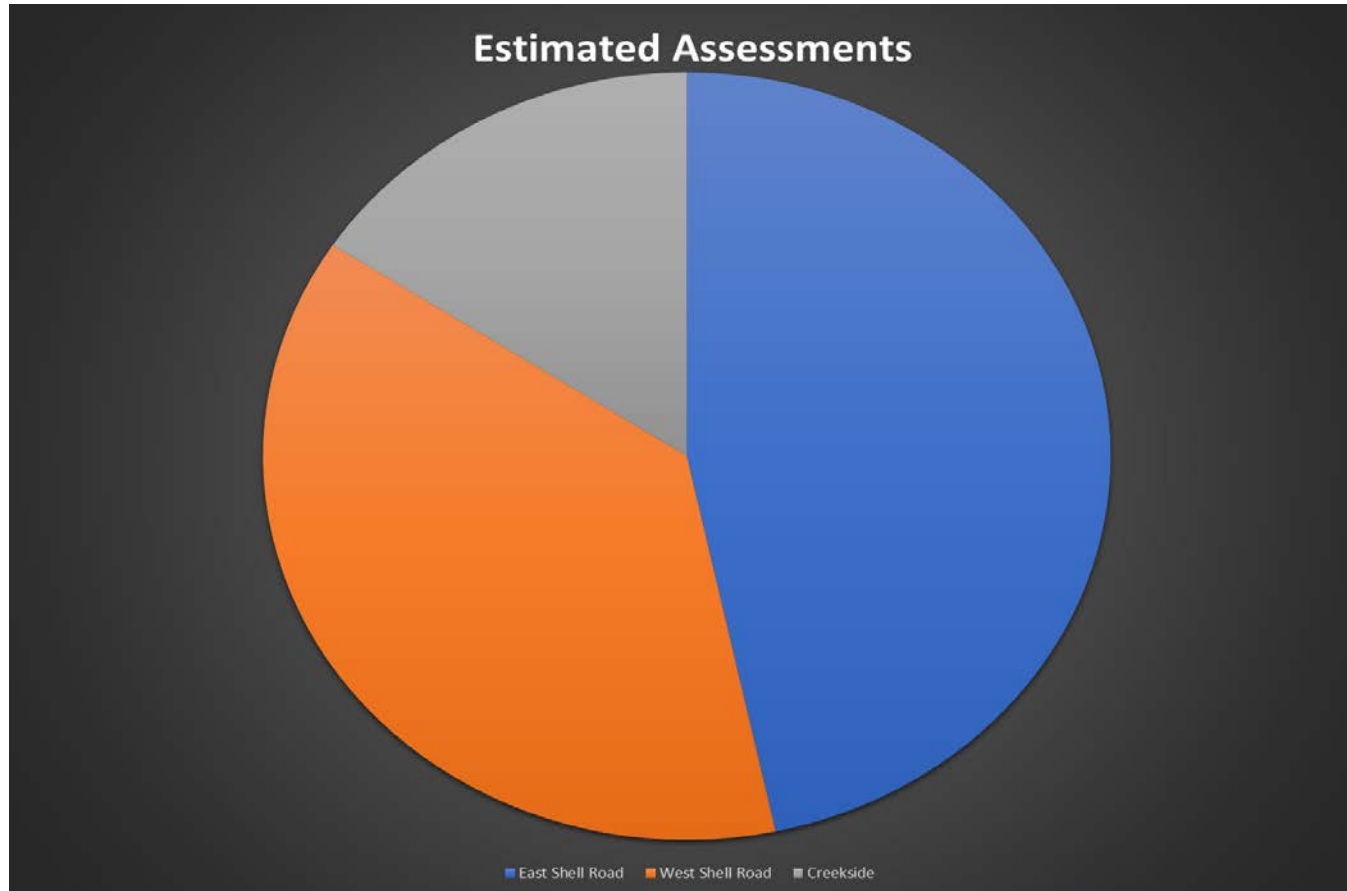
Contingency

Reserve

CAFR (Auditor's) Adjustment**Available Fund Balance**[illegible]

Georgetown Village PID **Estimated** Assessment FY2021

This is NOT a final document and is solely for the purpose of a
workshop with the Georgetown Village PID Advisory Board



Estimated Assessments	
East Shell Road	\$ 216,830.13
West Shell Road	\$ 174,962.38
Creekside	\$ 73,129.63
Total Assessment	\$ 464,922.14

Georgetown Village Main Entry / Rosedale and Village Commons Neighborhood Entries





Westbury and Bellaire Neighborhood Entry





Summers Green Park-

A: Sign/ Pavilion Area

- Pavilion - 20'x30'
- Large park sign
- Trash can at perimeter of area
- Pockets of native planting
- Remove Existing Bench
- Informal Seating Opportunities

B: Sidewalk

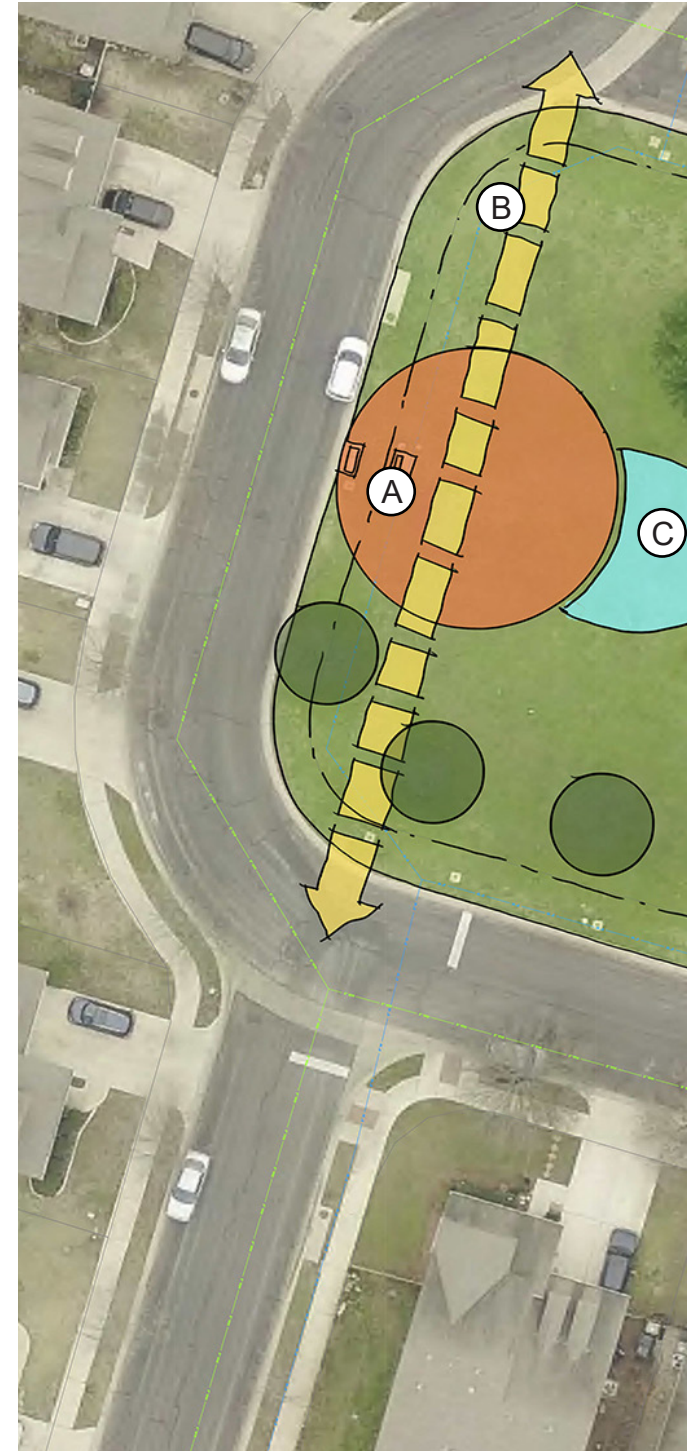
- Concrete walk - minimum 4'

C: Seating area

- 'Back Patio' type space overlooking the lawn
- Stone block seating (4)

General Notes:

- 3" Hardwood shredded mulch under existing trees
- Limb up existing trees
- Decomposed Granite areas not to exceed 2% slope





Village Pool Park-

A: Sign area/ Mailbox node

- Areas of decomposed granite/ 3-6" cobbles
- New large park sign
- Pockets of native planting

B: Sidewalk

- Concrete sidewalk minimum 4'

C: Vegetation Buffer

- Low maintenance evergreen shrubs

D: Pavilion Area

- Decomposed Granite with steel edging
- Mutt Mitt (1) and trashcans (2)
- Informal seating
- Pockets of native planting
- 'Backyard Patio' area with Pavilion 20x40'
 - Flagstone or concrete paving with spill out space next to lawn
 - Picnic tables (6)
 - Relocate grills

E: Kids Hideout

- Decomposed granite or mulch area with steel edging
- Boulders
- Tree trunks for play
- Nature play

F: Nature Trail

- Mulch path with natural edge

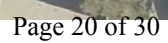
G: Playground

- New concrete edging and shape to existing playground
- Relocate benches with accessibility next to playground

General Notes:

- 3" Hardwood shredded mulch under existing trees
- Limb up existing trees
- Decomposed Granite areas not to exceed 2% slope





Bedford Park-

A: Sign area/ Mailbox node

- Areas of decomposed granite/ 3-6" cobbles
- Large park sign
- Pockets of native planting

B: Sidewalk

- Concrete sidewalk minimum 4'

C: Seating Area

- Decomposed Granite with steel edging
- Relocate Bench/ Picnic tables to this area
- Connect space to sidewalk by gravel/ concrete pathway
- Locate under shade of trees
- Relocate trash can to perimeter
- Locate Mutt Mitt off existing sidewalk

D: Vegetation Buffer

- Low maintenance evergreen shrubs

E: Shade Trees

- i.e. Live Oak, Cedar Elm, Red Oak, Bald Cypress

F: Playground

- New Playground in 2021; Modify concrete edging to respond to sidewalk.
- Benches
- Connect with accessible walk
- Integrated shade

G: Sign/ Seating area

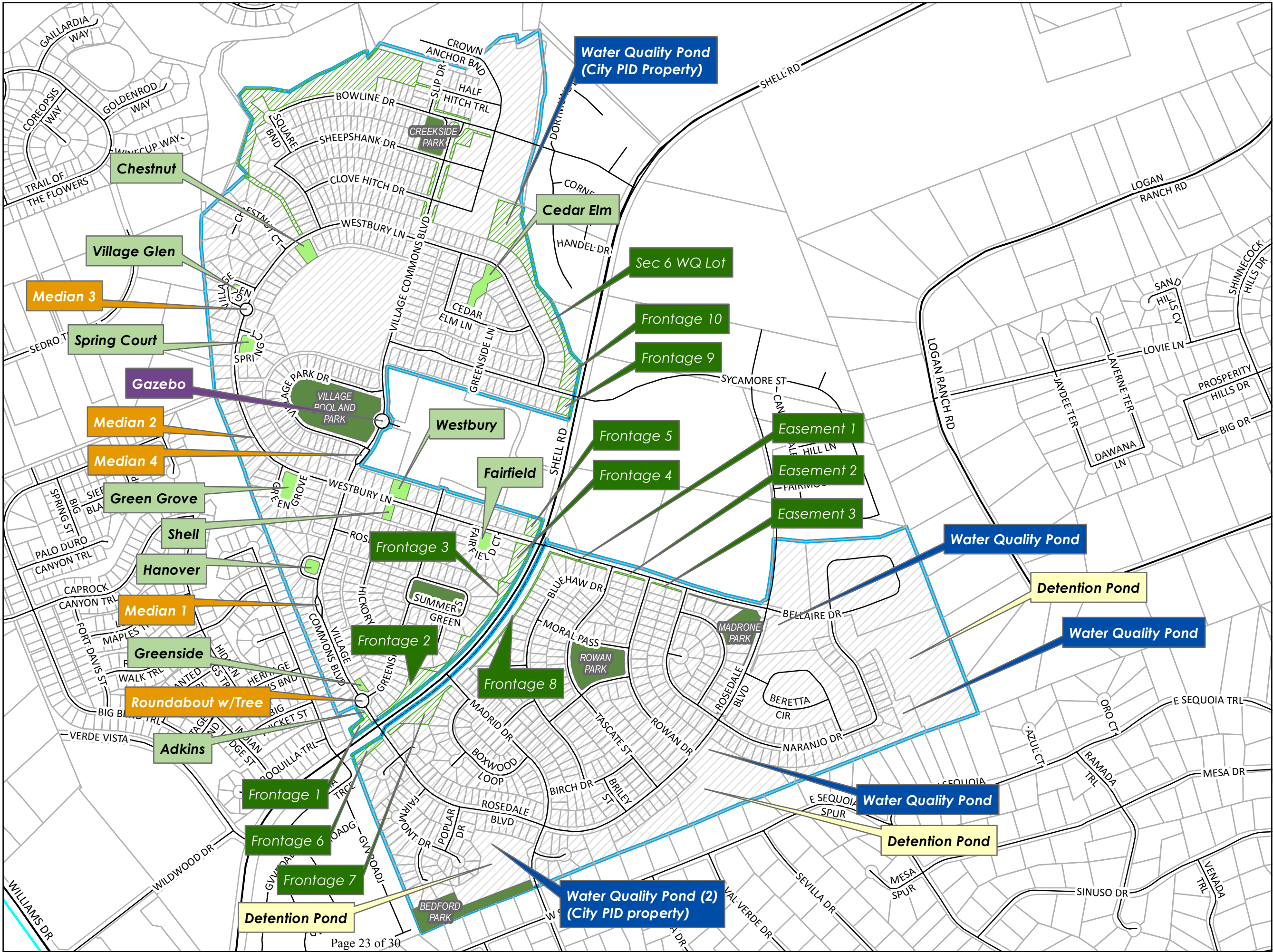
- Decomposed granite with steel edging
- Small park sign 'Bedford Park'
- Pockets of native planting
- New bench
- Mutt Mitt
- Trash can

General Notes:

- 3" Hardwood shredded mulch under existing trees
- Limb up existing trees
- Decomposed Granite areas not to exceed 2% slope







Georgetown Village PID

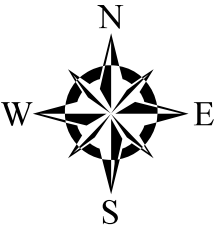
Pocket Parks & Landscape Areas

Shell Road
City Council District 5

June 7, 2016

LEGEND

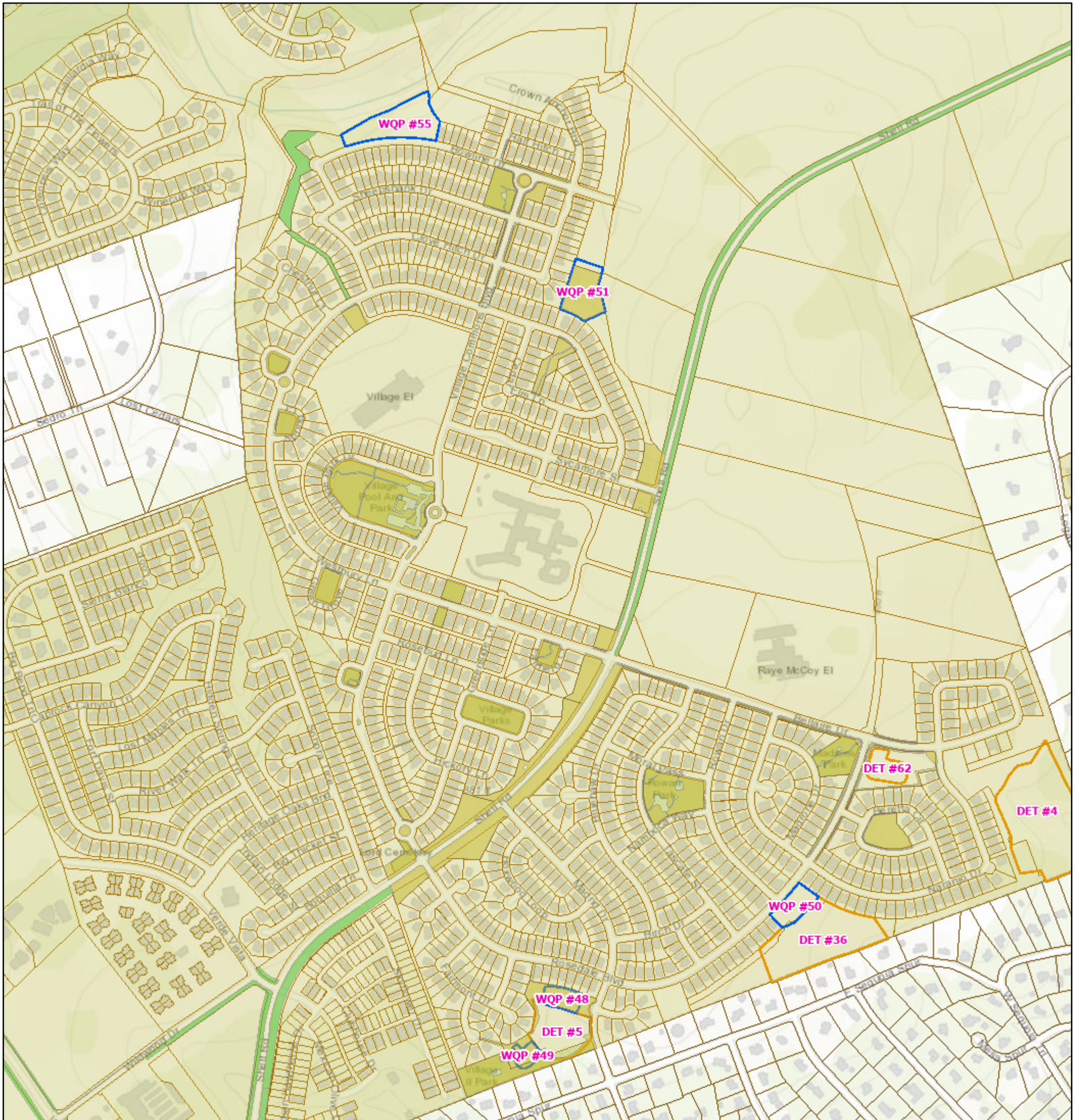
- Streets
- Parcels
- ▨ Georgetown Village PID
- ▨ Landscape Lots/Greenbelts
- Parks <1 acre
- Parks >1 acre



1 inch = 683 feet
0 200 400 800 1,200 Feet

For Informational Use Only

Georgetown Village Mowing



12/14/2020, 2:14:59 PM

MOWING AREA

- PARKS
- STORMWATER

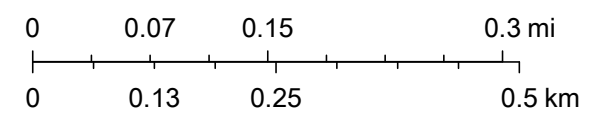
City Ponds

- Detention Pond
- Water Quality Pond
- Parcels

City Limits

- GEORGETOWN

1:9,028



County of Williamson, Texas Parks & Wildlife, Esri, HERE, Garmin, INCREMENT P, Intermap, USGS, METI/NASA, EPA, USDA

City of Georgetown, Texas
Georgetown Village Improvement District
January 11, 2021

SUBJECT:

Consideration and possible action to approve the Minutes for the Regular Board Meeting November 9, 2020 - Sabrina Poldrack, Board Liaison

ITEM SUMMARY:

Minutes from the November GVPID meeting.

FINANCIAL IMPACT:

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SUBMITTED BY:

Sabrina Poldrack, Board Liaison

ATTACHMENTS:

Description		Type
☐	Minutes 11.09.2020 Meeting	Backup Material

City of Georgetown, Texas
Georgetown Village Public Improvement District Advisory Board Meeting
Minutes
Monday, November 9, 2020 at 6:00 p.m.
Meeting held virtually on Zoom

Board Members Present: Marlene McMichael, Chair; Marsi Liddell, Vice Chair; Cara McKinney, Secretary; Michael Charles; Steve Taylor, Chris Blackburn, Melinda Marler, Scott Brackin

Board Members Absent: None

Staff Members Present: Wayne Reed, Assistant City Manager; Eric Nuner, Parks and Recreation Assistant Director; Dan Southard, Public Works OPS Manager; Nathan Parras, Budget Manager; Travis Baird, Real Estate Services Manager; Sabrina Poldrack, Board Liaison

Staff Members Absent: Ray Miller, Public Works Director

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

B. **Call to Order - called to order by Chair 6:00 PM.**

C. **Pledge of Allegiance**

- Cara McKinney led everyone in reciting the Pledge of Allegiance.

D. **Board Member Updates - Marlene McMichael, Chair**

- Introduced alternate Board Member, Mr. Scott Brackin, and informed the Board of the resignation from Penny Evans, both effective Septembers 2020.

E. **Public Wishing to Address the Board**

On a subject not posted on the agenda: Persons may add an item to a future Regular scheduled Board agenda by filing a written request with the Staff Liaison no later than one week prior to the Board meeting. The request must include the speaker's name and the specific topic to be addressed with sufficient information to inform the board and the public. Only those persons who have submitted a timely request will be allowed to speak. For Board Liaison contact information, please logon to <http://georgetown.org/boardscommissions/> At the time of posting, no one has signed up.

F. Georgetown Village Public Improvement District (GVPID) monthly financial report for the month of October 2020 - Nathan Parras, Assistant Finance Director

- Parras provided the overview of the monthly financial report and noted the deficiency under the current period for the “Capital Outlay – Improvements” is caused by the approved capital improvement projects continuing to be completed and expensed, yet the prior year fund balance has not rolled forward to balance the expenses, this process will be completed by January 2021.
- The Board asked what expenses were included in the “Utilities” spend category and staff responded that this category funds the water and electricity used for irrigation of parklets, common areas, Shell Road frontage, etc., within Georgetown Village.

G. GVPID Park Improvement Update - Eric Nuner, Assistant Parks and Rec Director

- Nuner said contractor has minor work to complete along Shell Road, Rowan Park, and Madrone Park and should be finished very soon.
- Nuner brought back the Sycamore sign project that the Board had approved at the September 14, 2020 meeting with the understanding the cost would not exceed \$12,500. The contractor returned an estimate that was over \$21,000, so staff decided not to move forward with the project since the estimate was not what was conveyed to the Board. Nuner said he would incorporate this project back into future projects along Shell Road and would present it to the Board at a later date.
- Nuner informed the Board that the landscape maintenance contract for the PID is set to expire in September 2021, and briefly reviewed the current level of service the PID is receiving under the current contract. Nuner stated that he would continue bringing this item to Board over the next few meetings to receive recommendation on if the Board would like to maintain the current level of service or increase the level of service, so staff can begin structuring the scope of work to bid out through a request for proposal and complete in time to request enough funding through FY 22 budget process.
- It was mentioned that there are some outdated irrigation systems, which Nuner stated would eventually have to be replaced and could be included into the 5-year Service Plan. It was also mentioned that the new lightening at the Bellaire sign does not seem to be working. Nuner said the contractor is still finishing work in that area and had not activated the lights yet. Nuner will follow up on the completion of this.
- The Board questioned who was responsible for mowing the right of way on Bellaire Drive where the HOA amenity center is located. Staff to research this specific area and create a visual guide of which areas the City is responsible for maintaining. It was also asked what the schedule was for plant replacement in

areas that had removal, but have yet to be replaced. Nuner stated this is completed over the winter months.

H. Sidewalk Repair Update – Ray Miller, Director of Public Works

- Ray Miller was absent, so Dan Southard, Public Works Operation Manager, presented this update.
- Southard reported that all 30 locations that had to have sidewalk repair and/or tree removal, during October and November, are nearing completion. Southard reported that a little over 400 locations have required repair to sidewalks, due to damage from tree roots, in the Village since 2018.
 - The Board asked how many of those 400 repairs have been a rework of the same location. Staff will research this and report back to the Board.

I. 5-10-year Capital Improvement Discussion - Wayne Reed, Assistant City Manager

- Reed continued the discussion from the September 14, 2020 meeting to assist the Board in determining an appropriate annual assessment rate, which funds the operation and maintenance expenses as well as the capital improvement projects for Georgetown Village. Reed turned the discussion to the Board for guidance.
- After much discussion, the Board expressed that before they could offer staff guidance they need to be provided with more information, including a breakdown of what the dollar amount for the proposed project includes and a dollar amount where there was not one provided, for the proposed park and proposed Board projects.
 - Staff will continue to bring this item to future meetings to provide the Board with the information needed so they can offer a recommendation to staff for the desired levels of services and capital improvement projects for creating the 5-year plan.
- The Board also requested that Creekside be added as its own identifier in the breakdown for the “Estimated Assessment” attachment that was provided in the meeting agenda. Staff said they would work to obtain this and present at the next meeting.

J. Transfer of Assets Overview - Wayne Reed, Assistant City Manager

- Reed presented a map with updates on the status of tracts of land that are still in process of being transferred over to the City and to the HOA. Board members did not have any questions.

Legislative Regular Agenda

K. **Consideration and possible action to approve the Minutes for the Regular Board Meeting September 14, 2020 - Board Liaison**

Motion to approve minutes by Chris Blackburn, **seconded** by Cara McKinney. Approved 5-0-1 Marsi Lidell Absent (had to exit meeting at 6:57p)

L. **Consideration and possible action to recommend acceptance of (1) a 2.568 acre tract of land out of the William Roberts Survey, ABS 524, and (2) Lot 54, Block D, Georgetown Village Section Nine, Phase 9A, located on Bellaire Drive, from William Family Communities, Inc. d/b/a Green Builders for the purposes of operating and maintaining stormwater infrastructure. - Travis Baird, Real Estate Services Manager**

- Baird reported that a site inspection was completed with staff and the developer back in August 2020, and the developer was provided a list of items to complete, which have all been satisfied. The City has submitted a title clearance for these areas and is now requesting for recommendation of acceptance by the Board and final acceptance by City Council for both stormwater infrastructures.

Motion to recommend acceptance of (1) a 2.568 acre tract of land out of the William Roberts Survey, ABS 524, and (2) Lot 54, Block D, Georgetown Village Section Nine, Phase 9A, located on Bellaire Drive, from William Family Communities, Inc. d/b/a Green Builders for the purposes of operating and maintaining stormwater infrastructure by Cara McKinney, **seconded** by Steve Taylor. Approved 5-0-1 Marsi Lidell Absent

M. **Consider and possible action to recommend acceptance of Lot 18, Block R, Georgetown Village Section Nine, Phases 9 & 10, located on Rosedale Boulevard, William Family Communities, Inc. d/b/a Green Builders. - Travis Baird, Real Estate Services Manager**

- Baird reported that a site inspection was completed with staff and developer back in August 2020, which passed. The City has submitted a title clearance for this area and is now requesting for recommendation of acceptance by the Board and final acceptance by City Council.

Motion to recommend acceptance Baird reported that a site inspection was completed with staff and developer back in August 2020, and the developer was provided a list of items to complete, which have all been satisfied. The City has submitted a title clearance for these areas and is now requesting for recommendation of acceptance by the Board and final acceptance by City Council. by Michael Charles, **seconded** by Chris Blackburn. Approved 5-0-1 Marsi Lidell Absent

Adjournment

Motion to adjourn by Michael Charles, **seconded** by Cara McKinney. Approved 5-0-1 Marsi
Lidell Absent

The meeting adjourned at 8:07 PM

Marlene McMichael, Chair

Cara McKinney, Secretary

Board Liaison