



AGENDA

Regular Meeting

BEE CAVE DEVELOPMENT BOARD

Tuesday, January 23, 2024

4:00 PM, City Hall

4000 Galleria Parkway

Bee Cave, Texas 78738-3104

THE CITY OF BEE CAVE DEVELOPMENT BOARD MEETINGS ARE AVAILABLE TO ALL PERSONS REGARDLESS OF DISABILITY. IF YOU REQUIRE SPECIAL ASSISTANCE, PLEASE CONTACT KAYLYNN HOLLOWAY AT (512) 767-6641 AT LEAST 48 HOURS IN ADVANCE OF THE MEETING. THANK YOU.

A quorum of the Planning and Zoning Commission and/or City Council may be in attendance at the Meeting. No action will be taken by the Commission or Council.

1. Call meeting to order
2. Roll Call
3. Elevated Enterprises: Comments from a local Bee Cave Business.
4. Consider approval of the minutes of the Regular Session conducted on December 12, 2023.
5. Presentation and discussion with Butler Snow related to a proposal for Consulting and Real Estate Advisory Services.
6. Discussion and possible approval of the branding signage.
7. Discuss and consider action on a change in scope of work with RTG for design of 71/HPR intersection.
8. Discussion and update related to Work Force Housing.
9. Discussion and update from the Regulatory Review Committee, Planning and Business Development Committee and the Professional Acquisition and Disposition Committee.
10. Activity update.
11. Discussion regarding future administrative items, meeting times and

dates.

12. Adjournment

The Board may go into closed session at any time when permitted by Chapters 418 or 551, Texas Government Code, or Section 321.3022 of the Texas Tax Code. Before going into closed session a quorum of the Board must be present, the meeting must be convened as an open meeting pursuant to proper notice, and the presiding officer must announce that a closed session will be held and must identify the sections of Chapter 551 or 418, Texas Government Code, or Section 321.3022 of the Texas Tax Code authorizing the closed session.

I certify that the above notice of meeting was posted at Bee Cave City Hall, 4000 Galleria Parkway, Bee Cave, Texas, on the 19th day of January 2024 at 4:00 P.M. (Seal)



Economic Development Board Meeting
1/23/2024
Agenda Item Transmittal

Agenda Item: 3.

Agenda Title: Elevated Enterprises: Comments from a local Bee Cave Business.

Board Action:

Department: Administration

Staff Contact: Dori Kelley

1. INTRODUCTION/PURPOSE

Elevated Enterprises provides the Economic Development Board with a unique platform to engage with Bee Cave businesses. In a concise 3-minute presentation, local businesses share insights into their identity, operations, challenges faced within the City of Bee Cave, and their highlights as business owners in the community. This initiative fosters direct communication, allowing for a deeper understanding of the business landscape and promoting a collaborative environment between the Board and the vibrant businesses of Bee Cave.

2. DESCRIPTION/JUSTIFICATION

a) Background

b) Issues and Analysis

3. FINANCIAL/BUDGET

Amount Requested	Fund/Account No.
Cert. Obligation	GO Funds
Other source	Grant title
Addtl tracking info	

4. TIMELINE CONSIDERATIONS

5. RECOMMENDATION



***Economic Development Board Meeting
1/23/2024
Agenda Item Transmittal***

Agenda Item: 4.

Agenda Title: Consider approval of the minutes of the Regular Session conducted on December 12, 2023.

Board Action: Approve

Department: City Secretary

Staff Contact: Kaylynn Holloway, City Secretary

1. INTRODUCTION/PURPOSE

2. DESCRIPTION/JUSTIFICATION

a) Background

b) Issues and Analysis

3. FINANCIAL/BUDGET

Amount Requested	Fund/Account No.
Cert. Obligation	GO Funds
Other source	Grant title
Addtl tracking info	

4. TIMELINE CONSIDERATIONS

5. RECOMMENDATION

ATTACHMENTS:

Description	Type
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MINUTES OF THE REGULAR MEETING OF THE
BEE CAVE DEVELOPMENT BOARD
CITY OF BEE CAVE
December 12, 2023

STATE OF TEXAS §
COUNTY OF TRAVIS §

Present:

Tony Lockridge, Secretary
Christy Black, Director
John Dashtara, Director
Kevin Hight, Director
Victoria Winburne, Director

Absent:

Quinn Gormley, President
Christian Alvarado, Vice President

City Staff:

Clint Garza, City Manager
Rebecca Regueira, Deputy City Secretary
Ryan Henry, Attorney
Lindsey Oskoui, Assistant City Manager
Jenny Hoff, Communications Director
Dori Kelley, Communications Specialist
Brian Jones, Police Chief

Call to Order and Announce a Quorum is Present

With a quorum present, the regular meeting of the Bee Cave Development Board was called to order by Secretary Lockridge at 4:33 p.m. on Tuesday, December 12, 2023.

Consider approval of the minutes of the Regular Session conducted on September 26, 2023.

MOTION: A motion was made by Director Hight, seconded by Director Dashtara, to approve the minutes of the Regular Session conducted on September 26, 2023.

The vote was taken on the motion with the following result:

Voting Aye: Directors Black, Dashtara, Hight, Lockridge and Winburne
Voting Nay: None
Absent: President Gormley and Director Alvarado

The motion carried 5-0.

Discuss and consider action regarding allocating Economic Development Funds to the Books and Bees Festival.

Communications Director Jenny Hoff presented this item.

MOTION: A motion was made by Director Winburne, seconded by Director Hight, to authorize Economic Development funds in the amount of \$10,000 to the Books and Bees Festival.

The vote was taken on the motion with the following result:

Voting Aye: Directors Black, Dashtara, Hight, Lockridge and Winburne
Voting Nay: None
Absent: President Gormley and Director Alvarado

The motion carried 5-0.

Discuss and consider action regarding an application from the Magnolia Musical Theatre for funding by the Development Corporation.

Andrew Kanata with Magnolia Musical Theatre spoke on this item.

MOTION: A motion was made by Director Hight, seconded by Director Black, to approve the application and funding in the amount of \$100,000.

The vote was taken on the motion with the following result:

Voting Aye: Directors Black, Dashtara, Hight, Lockridge and Winburne
Voting Nay: None
Absent: President Gormley and Director Alvarado

The motion carried 5-0.

Discuss and consider action on a Professional Services Agreement for the Economic Development Administrative Services between the Bee Cave Development Corporation and the City of Bee Cave.

City Manager Clint Garza presented this item.

MOTION: A motion was made by Director Hight, seconded by Director Dashtara, to approve a Professional Services Agreement for the Economic Development Administrative Services between the Bee Cave Development Corporation and the City of Bee Cave.

The vote was taken on the motion with the following result:

Voting Aye: Directors Black, Dashtara, Hight, Lockridge and Winburne
Voting Nay: None
Absent: President Gormley and Director Alvarado

The motion carried 5-0.

Discuss and consider action on creating a staff position for the Development Board.

Mr. Garza presented this item.

MOTION: A motion was made by Director Hight, seconded by Director Black, to approve the creation of a staff position for the Development Board.

The vote was taken on the motion with the following result:

Voting Aye: Directors Black, Dashtara, Hight, Lockridge and Winburne
Voting Nay: None
Absent: President Gormley and Director Alvarado

The motion carried 5-0.

Activity update.

Committee members John Dashtara and Christy Black provided updates to the Board.

Communication Specialist Dori Kelley provided an update on the Job Fair, Business milestones, and Bee Cave on Ice.

Discussion regarding future meeting times and dates.

The Board's next meeting will be on January 23, 2024.

Adjournment

MOTION: A motion was made by Director Hight, seconded by Director Dashtara, to adjourn.

The vote was taken on the motion with the following result:

Voting Aye: Directors Black, Dashtara, Hight, Lockridge and Winburne
Voting Nay: None
Absent: President Gormley and Director Alvarado

The motion carried 5-0.

The Economic Development Board adjourned the meeting at 5:40 p.m.

DB121223

PASSED AND APPROVED THIS _____ DAY OF _____, 2024.

President

ATTEST:

Secretary/Treasurer



Economic Development Board Meeting

1/23/2024

Agenda Item Transmittal

Agenda Item: 5.

Agenda Title: Presentation and discussion with Butler Snow related to a proposal for Consulting and Real Estate Advisory Services.

Board Action:

Department: Administration

Staff Contact: Dori Kelley

1. INTRODUCTION/PURPOSE

Butler Snow's Texas Real Estate Practice provides advisory, compliance and transaction services related to real estate and economic development. They represent government and corporate users of economic development tools.

Butler Snow assists clients in seeking public private partnerships and economic development assistance for development projects. Headquarters, residential multifamily, office, retail, mixed-use and industrial projects benefit from Butler Snow's experience in drafting and negotiating tax abatement agreements, tax increment financing documents, Chapters 380 and 381 agreements, municipal management districts and other special district arrangements, and other forms of development agreements (including public facility corporations and housing finance corporations). Their team advises clients on public private partnerships with local government entities, the legal form and content of the documentation and the successful navigation through the political process. Their real estate consulting advisory team works with clients to understand their corporate real estate objectives. Then, they identify and evaluate improvement opportunities and provide advice and action plans for meeting the client's short- and long-term goals.

2. DESCRIPTION/JUSTIFICATION

a) Background

In its commitment to advancing Workforce Housing and road developments, the Development Corporation will hear from Butler Snow, a reputable consulting firm.

Their services are designed to institute an efficient development process through the creation of a Public Facility Corporation, Municipal Management District, and/or Housing Finance Corporation. The engagement with this consulting firm ensures a robust framework, ensuring our workforce housing goals are accomplished while accelerating the overall development process.

b) Issues and Analysis

Butler Snow provides compliance monitoring and advisory assistance for any public facility corporation or special district created. Their team assists in identifying and evaluating qualified development partners and advise on negotiations, the legal form and content of the documentation and the successful navigation through the process.

3. FINANCIAL/BUDGET

Amount Requested	\$4,000 per month, plus any necessary legal fees billed at an hourly rate.	Fund/Account No.
Cert. Obligation		GO Funds
Other source		Grant title
Addtl tracking info		

4. TIMELINE CONSIDERATIONS

5. RECOMMENDATION

Staff recommends that the Development Corporation pursue a contract with Butler Snow to advance Workforce Housing and road developments.

ATTACHMENTS:

Description	Type
<input type="checkbox"/> Housing Finance Corporation	Cover Memo
<input type="checkbox"/> Public Facility Corporation Overview	Cover Memo
<input type="checkbox"/> Municipal Management District	Cover Memo

Housing Finance Corporations – Texas Local Government Code Chapter 394

In addition to the 100% property tax exemption for apartment complexes on leasehold interests granted by public facility corporations, Texas provides two additional primary statutory mechanisms by which an affordable rental housing development can receive an exemption from ad valorem taxes: housing finance corporations and 100% CHDO exemption. This paper provides an overview of Chapter 394 – Housing Finance Corporations.

100% Exemption for Apartment Developments Owned by Political Subdivisions and Their Instrumentalities

- Under Section 11.11(a) of the Tax Code, property owned by the state or a political subdivision of the state is 100% exempt from property taxes if the property is used for a public purpose.
- To qualify for this 100% exemption, a property must be both publicly owned and used for public purposes.
- In addition to Section 11.11(a), Section 392.005 of the Local Government Code provides a 100% property tax exemption for property owned by public housing authorities or nonprofit corporation created and controlled by the PHA, including public facility corporations, subject to the requirements discussed below.

Housing Finance Corporations:

Conventionally-financed projects are eligible for a 100% property tax exemption when a Housing Finance Corporation does not utilize a public facility corporation and the finance corporation serves as the general partner in the entity holding the leasehold interest to the property.

Section 394.905 of the Local Government Code exempts property owned by housing finance corporations (HFCs) created by counties and cities. Counties and cities typically utilize a housing finance corporation to participate in housing development projects. During 2015-2023, a growing number of counties and cities began utilizing the public facility corporation tool. Statutory reforms to Chapter 303 (public facility corporations) imposed additional requirements on PFCs not required by HFCs.

Equitable Title Standard:

- Publicly owned: As for meeting the Texas Constitution's and state statutes' public ownership requirement, the exemption provisions in Chapters 392 and 394 do not provide guidance on what role a for-profit entity can play as an owner of a housing development in order for the property to still qualify for the 100% exemption. In instances where a public entity is not the sole owner of property, Texas court rulings and an opinion from the PUBLIC FACILITY CORPORATIONS AND THE SECTION 303.042(f) TAX BREAK FOR APARTMENT DEVELOPMENTS IN TEXAS 46 Texas Attorney General provide that property used for public purposes qualifies for an exemption **as long as it is "equitably owned" by a public entity.**
- Equitable ownership means that the local governmental entity has the "present right to compel legal title." Whether property is equitably owned by a public housing authority or city or county housing finance corporation is a fact-specific determination.
- The case law and AG guidance have been interpreted by apartment industry attorneys, appraisal districts, lenders, and investors to support a 100% tax exemption on apartments developed and owned through a public-private partnership when the following conditions exist:
 - (1) The land is owned in fee simple by the housing authority or housing finance corporation (or their instrumentalities) and leased for at least 50 years to a limited partnership;

- (2) The improvements are owned by the limited partnership, but the public entity has control over the conditions it can fulfill to compel transfer of legal title to the property to the public entity, such as an option to acquire the property;
 - (3) The public entity (or its instrumentalities) is the general partner of the limited partnership (or owns at least a 51% interest in the general partnership), while the investors and other for-profit partners are limited partners;
 - (4) The public entity has a right of first refusal to acquire the property if a purchase offer is received by a third party; and
 - (5) The public entity has the right to cure financing defaults by the partnership.
- Public purpose: Texas statutes do not provide much in the way of restrictions when it comes to limiting the incomes or rents that must be imposed on a publicly-owned rental property to further a public purpose under the Texas Constitution and thus qualify for the 100% property and sales tax exemption.
- For city and county housing finance corporations to qualify for the 100% exemption, at least 90% of a residential development must be used or “intended to be occupied by persons of low or moderate income,” as those terms are defined by the housing finance corporation. Texas Local Government Code § 394.004.
- Apartment complexes with a 100% tax exemption that are owned through partnerships with a city or county public housing finance corporation commonly receive some sort of public financing, such as tax-exempt bonds or federal Low Income Housing Tax Credits—and, in the case of tax credits, come with deeper income targeting, rent restrictions, compliance requirements, and other restrictions.

Texas Public Facility Corporations

Background on Public Facility Corporations:

Chapter 303 of the Texas Local Government Code provides for the creation of public facility corporations and endows them with very broad powers to finance, acquire, construct, and repair public facilities, among other functions. A public facility is defined broadly to mean any “real, personal, mixed property, or an interest in property devoted or to be devoted to public use, and authorized to be financed, refinanced, or provided by sponsor obligations or bonds.” A “sponsor obligation” includes leases and contracts to provide a public facility. Property owned by a public facility corporation is eligible for a 100% tax exemption.

A sponsor of a public facility corporation can be a municipality, county, school district, housing authority, or special district. Public facility corporations were originally used primarily to issue tax-exempt bonds and shield public entities from liability for the construction of large public facilities such as correctional facilities and school buildings. A local jurisdiction for example, can create a public facility corporation to develop a facility and pay for that facility through revenue bonds, which are paid from leasing the improvements to the county with an option to purchase the improvements.

Public facility corporations have also been used to develop convention center hotels, as in the case of the City of Austin’s convention center hotel, which was developed and financed through tax-exempt revenue bonds issued by the convention center’s public facility corporation and, via a long-term contract, is managed and operated by Hilton.

Property Tax Exemption for Multifamily Developments:

In 2015, the Texas Legislature adopted a new 100% property tax exemption for apartment complexes developed through a special type of public facility corporation structure—one where a private developer rather than a public entity controls a long-term leasehold interest in the apartment complex. The 100% exemption, created under Section 303.042(f) of the Texas Local Government Code, delivers property tax savings to private developers. New construction projects are also eligible for a 100% sales tax exemption on construction materials.

To receive the exemption, a private apartment developer transfers land to a public facility corporation (PFC) set up by a sponsor or local government entity—such as a public housing authority, county, or city—which then leases the land and any buildings on the land (including those built in the future) back to a limited partnership controlled by the developer. The local government entity gets paid to participate in the venture.

The 2015 amendments added Section 303.042(f) to the Local Government Code, which exempted PFC-issued leasehold interests from the tax treatment of leasehold interests under Section 25.07(a). As a result, when a public facility corporation—such as one created by a sponsor, housing authority, city or county—leases land and improvements built on that land to an entity controlled by a private, for-profit development entity, that leasehold interest is now taxed in the name of the public facility corporation and is 100% exempt from property taxes.

The amendments thus opened up a new opportunity for housing developers to receive a 100% property and sales tax exemption on apartment complexes, whereby the local governmental entity no longer has to control the development via a general partnership interest. With the local government as only a minor limited partner, the leasehold interest can be easily flipped to new buyers without the authorization of the local governmental entity, making it a highly liquid asset that is attractive to private equity investors.

Public Facility Corporation Partnerships:

While the process for how local governments end up partnering with private developers in apartment development and acquisition projects for purposes of the Section 303.042(f) exemption varies, most come about when a private apartment developer introduces the deal to a local government entity, local housing authority or other.

If a local governmental entity is interested in the deal and thinks it merits support, the staff or general counsel will negotiate a memorandum of understanding (MOU) with the developer containing core terms of the proposed partnership. The MOU will then be presented to the PFC's board of directors for final approval. If the MOU is approved by the PFC board, then the PFC staff and developer will enter into further negotiations leading up to the execution of a final ground lease and partnership agreement. PFC deals also include a regulatory agreement, which is recorded in the deed records, and sets forth additional specificity concerning the income and any rent restrictions on the property as well as a process for certifying renters' eligibility for the income-restricted units. The PFC collaborates with the private developer in communications with the local appraisal district to secure the 100% property tax exemption from the appraisal district on the leasehold interest. If the exemption is lost within five years of the commencement of construction as a result of a legislative change or any reason that is not the fault of the developer, a standard provision in many PFC deal documents requires the PFC to assign over its ownership interest (i.e., fee simple interest) in the property (both land and improvements) to the private developer and investors for \$0 or \$1.

In exchange for the local jurisdiction participating in the partnership in a way that allows for a 100% tax exemption on the project, the developer offers the local jurisdiction some form of financial incentives, which typically, but not always, include an up-front fee. The PFC and developer must also agree on the different ranges of affordable housing benefits that will be required.

2023 Legislative Updates to Public Facility Corporations

In 2023, the Texas Legislature passed HB 2071. HB 2071 was filed in response to concerns about facility owners offering 100% property tax abatements for PFC developments located outside of an authorized jurisdiction. HB 2071 imposed additional eligibility requirements that must be met for a multifamily housing development to receive a property tax exemption.

The legislative changes made to Chapter 303 and Chapter 392 of the Local Government Code do not apply to PFC-owned multifamily residential developments that: 1. have at least 20% of their residential units reserved for public housing units; 2. participate in the Rental Assistance

Demonstration Program; 3. receive financial assistance from a tax-exempt bond; or 4. receive financial assistance from the Low Income Housing Tax Credit Program.

Some of the New Provisions under HB 2071 require:

- A multifamily development owned by a PFC to be located inside sponsor's area of operation (housing authority) or inside the sponsor's boundaries (non-housing authority)
- A PFC to hold a public hearing approving the multifamily residential development
- A PFC to reserve a portion of the available units to lower income and moderate-income housing units
- Taxation and exemption requirements, and/or applicable income restrictions, be documented in a LURA (10-year compliance period)
- A PFC to submit an annual audit report for a compliance audit to TDHCA and to the chief appraiser of the applicable appraisal district. Audit must be conducted by independent auditor/compliance expert to determine compliance with tax exemption requirements.
- Tenant protections that prevent a PFC from refusing to rent a residential unit to an individual/family because they participate in the housing voucher program.
- All PFCs receiving an ad valorem tax exemption under Chapter 303, regardless of when approved or acquired by the PFC, must comply with the audit requirement.

The Bill became effective on June 18, 2023.

Government Affairs & Community Development (How Butler Snow Can Help):

Butler Snow LLP's Texas Regulatory & Government Practice Group provides real estate advisory, consulting and transactional services related to real estate development, community and economic development incentives. Our team has years long experience representing national developers, local governments, sponsoring entities, syndicators, REITs and development management companies.

The Texas Regulatory & Government Practice Group has experience in providing advisory and advocacy services related to:

1. Public Facility Corporations
2. Property tax matters,
3. Rental housing related matters (including landlord tenant issues, property taxes/fees/licensing, property zoning, entitlements, and fair housing issues),
4. Public Financing tools (including LIHTC, tax exempt financing, public facilities corporations, HUD insured multifamily financing, historic tax credits CDBG, CHDO)
5. HUD regulatory compliance
6. Government affairs and community development

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MUNICIPAL MANAGEMENT DISTRICTS

A. Overview of Management Districts

1. Municipal Management Districts or “Improvement Districts” or “MMDs” (“Management Districts”) have been used in the Greater Houston Area since the 1980's as a means to allow commercial property owners to work together to supplement City and County services and improvements. Property owners identify common problems and issues in their area and use their Management District to implement solutions to those problems.
2. There are approximately 67 Management Districts in Houston and surrounding areas and their use is expanding throughout the State of Texas.
3. Management Districts are used in three distinct contexts:
 - To support existing major activity centers;
 - To promote neighborhood revitalization; and
 - To support raw land development;
4. The original Management Districts were established in Houston to serve established major activity centers, such as Uptown, Downtown, Greenspoint, Westchase and the Energy Corridor. Districts were also created to serve mixed-use, urban areas, such as Midtown and the Greater East End.
5. Another group of Management Districts provide supplemental services and improvements to revitalize existing neighborhoods, such as Spring Branch, Brays Oaks, East Aldine and Sharpstown.
6. Many of the most recently created Management Districts are intended to provide the infrastructure needed to serve raw land, mixed-use development. In this manner, the Management District acts like a Municipal Utility District (MUD) to construct, finance and operate water, sewer, drainage, road and park improvements. As development progresses, the Management District can then provide many of the

supplemental services and improvements typical of traditional Management Districts.

7. Management Districts epitomize grass-roots government. Management Districts must constantly prove to their constituents that the benefits they receive in the form of additional services and improvements are greater than the additional payments they pay to the district. Established Management Districts have been able to deliver on their promises and enjoy almost unanimous approval and appreciation from their constituents.

B. Management District Improvements and Services

1. Most Management Districts are authorized to develop a wide variety of improvements, including:

- landscaping and beautification;
- banners, signs, and seasonal and holiday decorations;
- sidewalks, lighting, and pedestrian improvements; and
- parks, public plazas, and recreation areas.

A more detailed list of improvements undertaken by Management Districts is attached.

2. Management Districts are also authorized to provide supplemental services, including:

- advertising, economic development, business recruitment, and promoting the area in the district;
- public safety and security;
- litter pick-up, street sweeping, and maintenance of the public right of way;
- aiding mobility and relieving traffic congestion;
- recreation, and cultural enhancement.

3. Each Management District's services and improvements are tailored to meet the goals and needs of the specific district. However, Management Districts typically focus their resources on:

- Enhancing security and public safety;
- Beautifying the local environment with streetscape, parks, greenbelts and landscaping;
- Recruiting and retaining businesses for the community; and
- Enhancing mobility and reducing traffic congestion.

- In raw land districts, Management Districts construct high quality infrastructure and promote long term stability by maintaining public improvements such as streetscapes, parks, greenbelts and landscaping, transportation and mobility projects, public venues, and various public infrastructure.
4. In practice, a Management District acts as a "mini-chamber of commerce" for the area.
- The Board of Directors and employees of the District serve as ambassadors to the community.
 - They promote the continued growth of the area, assisting the location of new businesses to the area.
 - Management Districts host events, such as holiday celebrations, fun-runs and bike races to bring people to their community.
 - They publish newsletters to highlight attractions and encourage commerce in the district.
 - Management Districts help identify and "brand" their communities - erecting signs, banners and landscaping to highlight the unique characteristics of their district.

C. Management District Financing

1. Generally, Management Districts may finance services and improvements through the levy of assessments on commercial property or ad valorem taxes, subject to following the appropriate procedures. Some Management Districts are able to levy sales and use taxes or hotel occupancy taxes.
2. Most Management Districts levy an assessment on commercial property. Generally, assessments cannot be levied on property used for single-family residential purposes.
 - a. An assessment is the most common method of financing supplemental services and improvements for commercial property.
 - b. Before a Management District may levy an assessment, it must gather petitions in support of the District's Service Plan. The petitions must be executed by a requisite number of commercial property owners. Assessments can only be used to support the specific services and improvements delineated in the District's

Service Plan. Only property benefitting from the services and improvements can be assessed.

- c. A Management District must notify every owner of property to be assessed within the district by publication and mail, and hold a public hearing before levying an assessment.
- 3. Some Management Districts levy an ad valorem (property) tax.
 - a. An ad valorem tax is the most common method of financing major capital improvements, such as water, sewer, drainage and road infrastructure.
 - b. A Management District may only levy an ad valorem tax if the tax is approved by the voters of the district at an election in the same manner as elections to approve taxes of other political subdivisions.
 - 4. In some instances, where there is room under the general law cap on local sales and uses taxes, Management Districts may be able to fund their programs through the levy of sales taxes. A special law is required to authorize a Management District sales tax.
 - 5. In unincorporated areas, Management Districts may also be able to levy a hotel occupancy tax to fund District services and improvements. This is particularly true of Districts specifically created to promote an area as a tourist and vacation destination. A special law is required to authorize a Management District hotel occupancy tax.
 - 6. For the payment of all or part of the costs of an improvement project a Management District may issue bonds payable from ad valorem taxes.

D. Governance and Oversight of a Management District

- 1. A Management District is governed by a Board of Directors. Typically, the initial directors are appointed in the creation legislation and all future directors are appointed by the city, the county, or the Texas Commission on Environmental Quality (the "TCEQ") from nominations made by the district. The number of board members varies from district to district depending on the size and nature of the district.
 - a. Generally, board positions are established in a manner that reflects the composition of the assessment-paying, commercial

property owners of the district. Major landowners typically each have a representative on the board.

- b. Typically, a director must be a resident, a landowner, or an agent, employee, or tenant of a landowner within the district.
2. A Management District is governed by Chapter 375, Local Government Code, and Chapter 49, Water Code, as well as the enabling legislation that created it. (All of the Management Districts in the Houston area were created by special legislative act.)
3. Management Districts are also subject to all of the general laws relating to local governments, such as the Open Meetings Act, the Public Information Act, and the ethics and conflict of interest laws applicable to public officials.
4. Management Districts are subject to the continuing oversight of the TCEQ. Generally, district bonds issued to finance water, sewer and drainage facilities are required to be reviewed and approved by the TCEQ in the same manner as other types of water districts, such as municipal utility districts.
5. All bonds of Management Districts are required to be reviewed and approved by the Texas Attorney General in the same manner as the bonds of other governmental entities.
6. The general law for Management Districts provides that Districts are prohibited from exercising the power of eminent domain. If specifically authorized by the Legislature, the District may have a limited power of eminent domain to construct water, sewer and drainage facilities in the same manner as other types of water districts, such as municipal utility districts.
7. Generally, cities maintain oversight of Management Districts in several ways, including:
 - a. In some instances, appointment of the Board of Directors from nominations made by the district;
 - b. Consent to the district's authority to issue bonds;
 - c. Approval of improvements constructed within City rights-of-way;
 - d. Consent to any annexation of land into a Management District; and
 - e. The ability to dissolve a Management District by a two-thirds vote of the City Council.

Eligible Management District Improvements

- All improvements that can be financed and constructed by a MUD:
 - Water;
 - Sewer;
 - Drainage;
 - Firefighting; and
 - Parks and recreational facilities.
- Roads and Transit Improvements
 - All improvements that can be financed by road districts and road utility districts, including:
 - macadamized, graveled, or paved roads and turnpikes, or improvements in aid thereof; and
 - mass transit systems
 - “Pedestrian ways along or across a street, whether at grade or above or below the surface, and street lighting, street landscaping, and street art objects are parts of and necessary components of a street and are considered to be a street or road improvement.”
- Improvements listed in Section 375.112, Local Government Code:
 - Landscaping
 - Lighting, banners and signs;
 - Streets and sidewalks;
 - Pedestrian skywalks, crosswalks, and tunnels;
 - Seawalls;
 - Marinas;
 - Drainage and navigation improvements;
 - Pedestrian malls;
 - Solid waste, water, sewer and power facilities, including electrical, gas, steam, cogeneration and chilled water facilities;
 - Parks, plazas, lakes, rivers, bayous, ponds, and recreation and scenic areas;
 - Historic areas;
 - Fountains;
 - Works of art
 - Off-street parking facilities, bus terminals, heliports, and mass transit systems;
 - The cost of any demolition in connection with providing any of the improvements;
 - Other improvements similar to those described above; and
 - The acquisition of real property or any interest in real property in connection with an improvement.
- Economic Development Grants



***Economic Development Board Meeting
1/23/2024
Agenda Item Transmittal***

Agenda Item: 6.

Agenda Title: Discussion and possible approval of the branding signage.

Board Action:

Department: Administration

Staff Contact: Jenny Hoff

1. INTRODUCTION/PURPOSE

Last year, the Development Corporation voted for staff to move forward with gateway signage for the city.

2. DESCRIPTION/JUSTIFICATION

a) Background

Jenny Hoff, the city's Communications Director, spoke with 3 different signage firms and received quotes for gateway signage off of three of the main roads leading into the City of Bee Cave.

b) Issues and Analysis

After discussions and looking through the proposals Jenny has chosen to move forward with a local firm, Ion Art. Ion Art has created some of the Austin region's iconic signs, such as ACL Music Fest, the ATX sign outside of Whole Foods and more.

We are asking to move forward with this firm and into the design phase. The uploaded quote is for the design portion, and does not include the construction and installation. That quote will be provided once the design is select and materials determined.

3. FINANCIAL/BUDGET








Amount Requested	Fund/Account No.
Cert. Obligation	GO Funds
Other source	Grant title
Addtl tracking info	

4. TIMELINE CONSIDERATIONS

5. RECOMMENDATION

Staff suggests to move forward with Ion Art.

ATTACHMENTS:

Description	Type
 Design Services Proposal	Backup Material
 Ion Arts Process	Backup Material
 Branding Pictures	Backup Material
 Branding Pictures	Backup Material
 Branding Pictures	Backup Material
 Branding Pictures	Backup Material
 Branding Pictures	Backup Material

Design Proposal

Date	Estimate #	Job #
1/4/2024	Design	
Client Information		
City of Bee Cave Bee Cave, TX		

Description	Qty	Rate	Total
<p>Agreement for Design Services for City of Bee Cave Project Address: Bee Cave, Texas</p> <p>RESEARCH & FEASIBILITY: Our team will review project goals, determine guiding design elements, and perform the required permitting research of local sign regulations and code documents, Historic preservation allowances, landlord criteria, and any photographic reference to develop a thorough understanding of the project. This research does not include pulling any permits or obtaining approvals at this stage.</p> <p>SURVEY & SITE: Your dedicated Project Manager may coordinate a site visit for one of our licensed installers to perform a thorough survey of the installation site, focusing on obtaining dimensions, determining attachment and installation methods, troubleshooting possible complications, and confirming electrical requirements. This information may also be obtained via coordination with site contact or GC.</p> <p>DESIGN & REVISIONS: Once we have gathered the proper information and determined the possible design solutions allowed for your signage, we will ask for vector artwork of your logo (.pdf, .eps, .ai). We will then present 2 to 3 early design concepts. Once you have decided on a concept to pursue, we will develop a refined iteration of the design for production, emphasizing form, color, size, and materials. We appreciate and anticipate constructive feedback on the designs, and we will offer up to 3 revisions to meet your requests. If you wish to make revisions past that point, an additional design fee will incur.</p> <p>INCLUDED: 1x Exterior Illuminated Sign design</p> <p>Total: \$1,200.00 - exempt</p> <p>Please note: - Scalable vector artwork of suggested images or logos to be provided by the client or additional</p>	1	1,200.00	1,200.00
<p>- Proposal valid for 30 days.</p> <p>- Upon receipt of artwork, design fees are non-refundable.</p> <p>- Design phase does not include pulling any permits or obtaining city approvals. Client is solely responsible for landlord approvals.</p> <p>- Due to variations in monitors, screens, and printers, the colors seen may vary from the actual colors. Please verify all Pantone Colors, Paint Swatches, and/or Print Colors are accurate prior to artwork approval.</p> <p>- Standard Terms: Design fee due in full up front to begin Project. Late payments subject to 5% monthly (60% APR) and voided warranty.</p> <p>- Customer is to furnish all primary electrical service (120v UNLESS OTHERWISE AGREED) and connection within 6 feet of the sign including: Timers, photocells, switches and/or other controls required by local city ordinances at Customer's own expense.</p>	Subtotal		
	Sales Tax (8.25%)		
	Total		

This Agreement is Approved and Accepted by:

407 Radam Lane • A-100 • Austin, Tx 78745
(512) 326-9333
accounts@ionart.com

Design Proposal

Date	Estimate #	Job #
1/4/2024	Design	
Client Information		
City of Bee Cave Bee Cave, TX		

Description	Qty	Rate	Total
<p>design fees of \$90 per hour may apply in order to create usable art.</p> <p>- A document administrative fee will be added if the client's accounting procedures require on-boarding with a third-party system. An administrative fee will be added if the client's accounting procedures require contracts, scope of work documentation, and other documents which require extensive review and revision. The minimum administrative fee is \$250.00 plus any fees charged.</p> <p>- ION ART (Company) and Customer enter into the following contract regarding services provided for the Project described on the Design Proposal, Design Invoice, Proposal, Proposal Invoice, or Deposit Invoice of this Contract (the "Project") and agree to the following terms and conditions regarding OWNERSHIP OF COMPANY DESIGNS: Company may provide Customer with artwork created by Company in connection with the Project ("Company Designs"). All right, title and interest in and to Company Designs are owned exclusively, throughout the world, and in perpetuity by Company (including all copyrights and patents, derivatives, renewals and extensions thereof). Any and all use of Company Designs by Customer, its employees or agents is expressly prohibited without the written consent of Company; and such written consent is subject to payment in full for the Project and Company's design service. Until payment in full is received, Company shall have the sole and exclusive right to use Company Designs, in whole or in part, in whatever manner Company may desire, including without limitation, the right to cut, edit, revise, alter and/or otherwise modify Company Designs and to freely use, perform, distribute, exhibit and exploit such materials and license others to do so in any and all media now known or hereafter devised and shall have the sole and exclusive right to copyright or patent Company Designs in Company's name, as the owner and author thereof. All displays or publications of the project shall bear accreditation and/or copyright notice in Company's name.</p>			
<p>- Proposal valid for 30 days.</p> <p>- Upon receipt of artwork, design fees are non-refundable.</p> <p>- Design phase does not include pulling any permits or obtaining city approvals. Client is solely responsible for landlord approvals.</p> <p>- Due to variations in monitors, screens, and printers, the colors seen may vary from the actual colors. Please verify all Pantone Colors, Paint Swatches, and/or Print Colors are accurate prior to artwork approval.</p> <p>- Standard Terms: Design fee due in full up front to begin Project. Late payments subject to 5% monthly (60% APR) and voided warranty.</p> <p>- Customer is to furnish all primary electrical service (120v UNLESS OTHERWISE AGREED) and connection within 6 feet of the sign including: Timers, photocells, switches and/or other controls required by local city ordinances at Customer's own expense.</p>			
	Subtotal		\$1,200.00
	Sales Tax (8.25%)		\$0.00
	Total		\$1,200.00

This Agreement is Approved and Accepted by:



Ion Art's Process to sign production

For Projects with Exterior signs:

- Initial Meeting: Discuss Scope and Budget
- Send Client Design Proposal or Invoice
- Receipt of Design Fee
- Survey, if site ready for survey
- Design Phase begins
 - Concept Art is produced for client review and discussion - Winning Concept moves on to Schematic Design and Development phases to be finalized in 3 rounds of revisions. Remote video meetings or phone calls can be scheduled (as needed) throughout the design phase to discuss and review designs.
- Art Approved
- Formal Proposal for Fabrication & Installation sent to client
- Proposal Approved, estimated timeline for signage provided to Ion Art
- Down payment invoice sent
- Receipt of Down Payment
- Additional Survey, if needed: includes all required site reviews like Dig Tess
- Begin Permit process, if permits needed
- Permits approved
- Begin production drawings and work orders, order materials
- Fabrication
- Installation - roughly 6-8 weeks from permit approval
- Final bill due upon installation

If signage is needed in a shorter time frame than our usual practice it may be possible to reduce production time for a rush fee. This fee is typically 30% of the cost of the signage.



WEB: www.ionart.com
EMAIL: myproject@ionart.com
PHONE: 512-326-9333
FACEBOOK: @ionartatx
INSTAGRAM: @ion_art_atx

ICONIC & VINTAGE SIGNS

1. VARSITY THEATRE NEON SIGN, MURAL, & SURROUNDING SIGNS
2. SHADY GROVE NEON ON A WOODEN SIGN CABINET
3. ROMEO'S ITALIAN RESTAURANT NEON POLE SIGN
4. THOM'S MARKET NEON SIGN REFURB & PIN-UP GIRL (JOHN)
5. BROKEN SPOKE NEON & MARQUEE SIGN REFURB
6. ACL GUITAR NEON, CHASING BULBS, & EYE CATCHER GUITAR CABINET
7. MAUDIE'S TEX-MEX NEON SIGN
8. WHOLE FOODS THE ORIGINAL CONCRETE LETTERS ON STR & LAMAR
9. MOODY THEATRE ACL SIGN AND THE "DISCOM" COVERED WITH MIRROR PICES
10. STATESIDE AT THE PARAMOUNT THEATRE NEON SIGN REFURB

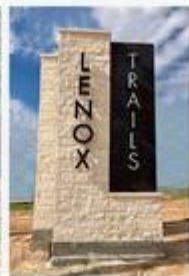




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INSTAGRAM: @ion_art_atx

1. AOL CS PRESENTS AUSTIN CITY LIMITS | AUSTIN, TX
2. SLEEPING CHICKEN GAZEWAY SHOPPING CENTER | AUSTIN, TX
3. EIGHT POLE MUSICIANS THE SHOPS AT ARROW WALK | AUSTIN, TX
4. ESPERANZA THE ARBOREUM | AUSTIN, TX
5. WINDMILL MAMA WINDMILL HILL | GEORGETOWN, TX
6. BEASTY IN BECOMING COLLABORATION W/ YVNE BOWMAN CRAWFEN | DALLAS, TX







***Economic Development Board Meeting
1/23/2024
Agenda Item Transmittal***

Agenda Item: 7.

Agenda Title: Discuss and consider action on a change in scope of work with RTG for design of 71/HPR intersection.

Board Action: Discussion and possible action

Department: City Manager

Staff Contact: Clint Garza

1. INTRODUCTION/PURPOSE

The purpose of this item is for the board members to discuss a change in scope and fee with Rodriguez Transportation Group.

2. DESCRIPTION/JUSTIFICATION

a) Background

At the regular meeting of the Corporation on August 29, 2023, the board voted to authorize a professional services agreement with Rodriguez Transportation Group for the design and realignment of Southwest Collector/Hamilton Pool Road. Since that time, staff has been working with TXDOT on a partnership for improvements to the HPR/71 intersection.

TXDOT has agreed to fund construction of intersection improvements if the City funds design. At the January 9th City Council meeting, Council passed a resolution in support of an Advanced Funding Agreement with TXDOT for those improvements.

b) Issues and Analysis

For efficiency, staff feels amending the RTG scope is the best way to move forward with the intersection design. If approved, RTG will proceed with design of intersection improvements on the state system pursuant to the upcoming AFA.

3. FINANCIAL/BUDGET

Amount Requested	Fund/Account No.
Cert. Obligation	GO Funds
Other source	Grant title

Addtl tracking info

4. TIMELINE CONSIDERATIONS

5. RECOMMENDATION

Approve the resolution.

ATTACHMENTS:

Description		Type
<input type="checkbox"/>	Sup #1	Backup Material
<input type="checkbox"/>	Fee Estimate	Backup Material

EXHIBIT A (SUPPL#1)

ADDITIONAL SERVICES TO BE PROVIDED BY THE PROFESSIONAL, also referred to as ENGINEER

The additional work to be performed by the Engineer shall consist of providing preliminary engineering services for modifications to existing roadways within the City of Bee Cave, Travis County, for the locations described below:

Roadway: SH 71

Description: Design of an innovative intersection at the intersection of SH 71 and Hamilton Pool Road (RM 3238), including ancillary improvements on Bee Cave Parkway. It is anticipated that the proposed intersection improvements will fit within existing right of way (ROW).

Length: SH 71: approximately ½ mile west and 1/2 miles east of HPR
Bee Cave Parkway: approximately ½ mile north of SH 71

Additional Project Length: 1.25 miles

The following will be used as the basis for the preparation of a geometric schematic. The geometric schematic will be developed to establish the ROW/easement requirements, preliminary cost estimate and other design parameters for the proposed improvements consisting of construction of the construction of an innovative intersection at SH 71 and HPR (RM 3238). The PS&E (not included in current scope) will be developed after the geometric schematic has been approved.

The Engineer shall maintain a direct line of communication and coordinate closely with City of Bee Cave (the City) staff or their designated representative, TxDOT, local municipal agencies, and utility companies throughout the project. The Engineer shall complete the services to be provided by the Engineer according to the milestone work schedule established in the work authorization. The Engineer shall submit a written progress report to the City monthly indicating the actual work accomplished during the month, scheduled work to be accomplished for that month, and the estimated work to be accomplished for the coming month.

The Engineer shall furnish Microsoft Office and Microstation V8 or V8i-Geopak computer generated media containing the project design files to the City.

GENERAL REQUIREMENTS

- A. Right-of-Entry and Coordination.** The Engineer shall coordinate with parcel owners as needed to supply information and input as requested by parcel owners, in order to secure the needed right of entry for project tasks.
- B. Quality Assurance and Quality Control.** The Engineer shall provide peer review at all levels. For each deliverable, the Engineer shall have some evidence of their internal review and mark-ups of that deliverable. The City's project manager may require the Engineer to submit the Engineer's internal mark-ups (red-lines) or comments developed as part the Engineer's quality control step.

The Engineer shall clearly label each document submitted for quality assurance as an internal mark-up document.

TASK DESCRIPTIONS AND FUNCTION CODES

The Engineer shall categorize each task performed to correspond with the Function Codes (FC) and Task Descriptions.

FC 110 - Route and Design Studies

A. Data Collection and Field Reconnaissance. The Engineer shall collect, review and evaluate data described below. The Engineer shall notify the City in writing whenever the Engineer finds disagreement with the information or documents:

1. Data, if available, from the City, including “as-built plans”, right-of-way maps, Subsurface Utility Engineering (SUE) mapping, existing cross sections, existing planimetric mapping, environmental documents, existing channel and drainage easement data, existing traffic counts, accident data, identified endangered species, identified hazardous material sites, current unit bid price information, current special provisions, special specifications, and standard drawings.
2. Documents for existing and proposed development along proposed route from local municipalities and local ordinances related to project development.
3. Readily available flood plain information and studies from the Federal Emergency Management Agency (FEMA), the U. S. Army Corps of Engineers (USACE), local municipalities and other governmental agencies in addition to that provided by the City.
4. The Engineer shall conduct field reconnaissance and collect data including a photographic record (to be maintained in Engineer’s office) of notable existing features.

B. Design Criteria. The Engineer shall develop the roadway and drainage design criteria for the proposed innovative intersection based on the controlling factors specified by the State and by using the design speed, functional classification, roadway class and any other set criteria. In addition, the Engineer shall summarize the criteria using TxDOT’s standard Design Summary Report (DSR). The completed DRAFT form shall be submitted to the City and/or State electronically. The Engineer shall obtain written concurrence from the City and/or State prior to proceeding with the design.

C. Design Concept Conference (DCC). The Engineer, in cooperation with the City shall plan, attend and document up to two (1) additional Design Concept Conference (DCC) meeting with the State to discuss and confirm design criteria and concepts for the proposed innovative intersection.

The meetings will provide for a brainstorming session in which decision makers, stakeholders and technical personnel may discuss and agree on:

1. Roadway and drainage design parameters;
 2. Engineering and environmental constraints;
 3. Project development schedule; and
- Other issues as identified by the City and/or State

D. Drainage Study and Preliminary Design.

1. Drainage Report. The Engineer shall use data from as-built plans and FEMA maps to locate drainage outfall(s) and to determine proposed culvert sizes, design flows, and water surface elevations for use in the design of roadway geometry. The Engineer shall conduct a Preliminary Drainage Study to determine and evaluate the adequacy of the ROW needed to accommodate roadside channels and side slopes. The study will identify the water surface elevations for the 2, 10, 25, and 100-year storm events, identify and locate outfalls, provide an offsite drainage area map, on-site drainage area maps, and provide a drainage report identifying the results of the study. The Engineer shall evaluate the adequacy of the existing drainage structures. If existing structures are found to be inadequate, the Engineer shall perform a hydraulic analysis to determine a proposed replacement structure size in order to determine if the existing or proposed roadway vertical profiles will accommodate the proposed structure.
2. Preliminary Culvert and Storm Drain Design. The Engineer shall perform preliminary design for all conventional storm drainage and cross drainage in conformance with the latest edition of the City's Engineering Technical Manuals unless otherwise directed in writing. Storm drain design shall be performed using GEOPAK Drainage. Cross drainage design shall be performed using Geopak Drainage, HY 8 or HEC RAS. The Engineer shall continue with development of detailed plans. Effort will include development and/or updates to the following:
 - a) On and Off-site Drainage Area Maps.
 - b) Hydraulic Computations (Run-off and Inlet, and Storm Drain)
 - c) Storm Drain Plan/Profile
 - d) Storm Drain Lateral Profiles
3. Water Quality Ponds. The project site is in the Edwards Aquifer contributing zone. The Engineer will determine water quality requirements and prepare preliminary recommended locations and sizing for required storm water quality ponds.
4. Cross-Culvert Layouts at FEMA Zone A Crossings (2). The engineer shall analyze existing crossings within the proposed innovative intersection area to determine recommended options to meet hydraulic requirements while minimize hydraulic impacts.
5. Detention Analysis – Hydrologic and Hydraulic. The Engineer shall conduct an impact analysis to determine adverse effects of the increase runoff due to the proposed project. Detention mitigation will be preliminarily designed to attenuate increases in peak flow rates for the 2-, 10-, 25-, and 100-year storm events. Methods may include inline detention within the storm drain system or off-line detention contained within surface detention basins,

E. Traffic Projections and Operational Analysis.

1. Traffic Data. The Engineer shall perform corridor and traffic data collection, including intersection and driveway counts as needed.
2. Crash Analysis: The Engineer will review and document existing accident history within the additional project area, and prepare a safety memo.

3. Traffic Projections. The Engineer shall develop the opening-year, design-year (opening year +20) and pavement design year (opening year + 30) travel forecasts. For the additional project area, the Engineer shall coordinate with TxDOT to determine acceptable methodology for determining projected traffic. A traffic projections methodology memo will be prepared for submittal to TxDOT for approval (as required by TxDOT). Once the memo is approved, the Engineer shall develop projected design year traffic for review and approval by TxDOT.
4. Existing Year Traffic Analysis (AM & PM): The Engineer shall prepare and calibrate an updated existing traffic model of the intersection. The calibration of the model shall be included in the traffic analysis report.
5. Proposed Year Traffic Analysis (AM & PM): A detailed level of service analysis with CORSIM, PASSER, HCS, SYNCHRO, and/or other acceptable model will be performed for the current year using current traffic and geometric conditions and for the build (opening) year and 20 year design year using traffic projections and proposed geometric design. The Engineer will develop recommendations for the innovative intersection based on the analyses.
6. Traffic Operations Report. The results of the analyses and findings in steps 1 through 5 above, shall be included in a DRAFT Traffic and Final Operations Report.

F. Bicycle and Pedestrian Accommodations. The Engineer shall comply with City, State, and the federal policy statement on Bicycle and Pedestrian Accommodations Regulations and Recommendations by United States Department of Transportation (USDOT). This policy encourages the incorporation of safe and convenient walking and bicycling facilities into transportation projects. The inclusion of bicycle and pedestrian facilities shall be considered when the project is scoped. Public input when applicable, as well as local city and metropolitan planning organization for bicycle and pedestrian plans, shall be considered.

G. Geometric Design Schematics. The Engineer shall develop geometric design schematics based on the recommended conceptual layout from the previously completed *Southwest Collector and HPR Extension Feasibility Study Report*. The Engineer shall use Bentley OpenRoads Technology or OpenRoads Designer (ORD) in performing this task.

The geometric schematic plan view must contain the following design elements:

- 1A. Develop conceptual layouts of the proposed innovative intersection (up to 3 alternatives)
 1. Bentley OpenRoads calculated roadway alignments for general purpose lanes, bridges, and cross streets at major intersections and grade separations.
 2. Horizontal curve data shown in tabular format
 3. Pavement edges, curb lines, sidewalks for all roadway improvements
 4. Typical sections of existing and proposed roadways
 5. Proposed structure locations, bridge layouts including abutment, bent and rail locations
 6. Existing and proposed major utilities
 7. Existing property lines and respective property ownership information
 8. Existing ROW and easements
 9. ROW and easements requirements adequate for preparation of ROW maps
 10. Waters of the US (WOUS)
 11. Control-of-access limits (N/A)

12. Existing and projected traffic volumes
13. Location and text of the existing and proposed general purpose lanes guide signs and the preliminary locations for changeable message signs
14. Lane lines, shoulder lines, and direction of traffic flow arrows indicating the number of lanes on all roadways

The geometric schematic profile view shall contain the following design elements:

1. Calculated profile grade and vertical curve data including “K” values for the general purpose lanes
2. Existing ground line profiles along the general purpose lanes
3. Begin and end bridge limits

The calculated profile grade for cross streets will be shown on separate Supplemental Profile rolls.

The Engineer shall coordinate with TxDOT Austin District during the development of the innovative intersection layout, and subsequent geometric schematic.

- H. Design Cross-Sections.** The Engineer shall use a Bentley 3D OpenRoads or OpenRoads Designer (ORD) model to generate preliminary design cross-sections every 100 feet (min), at culvert locations, and at other supplemental locations as determined by the City, in conjunction with the Geometric Schematic. The Engineer shall determine earthwork volumes for use in the cost estimate and shall prepare 11”x17” sheets or roll plots of the cross-sections.
- I. Retaining Walls.** Prepare preliminary retaining wall concepts to be shown on schematics, typical sections, and cross sections.
1. Determine if retaining walls are required and verify the need for and length of the retaining wall as shown on the ultimate schematic.
 2. Compute and tabulate retaining wall quantities for preliminary cost estimates.
- J. ROW Requirements.** The Engineer shall determine the ROW requirements (if any) based on the proposed alignment, typical sections, design cross sections, access control, terrain, construction requirements, drainage, clear zone, maintenance, Intelligent Transportation System (ITS) and environmental mitigation requirements.
- K. Sequence of Construction.** The Engineer shall develop preliminary sequence of construction exhibit to illustrate how traffic will be maintained during the various phases of construction. The exhibit should include: limits of construction, traffic flow arrows, limits of temporary pavement, temporary drainage and signals, traffic control signs and channelizing devices.
- L. Preliminary Opinion of Probable Construction Cost.** The Engineer shall develop a preliminary Opinion of probable construction cost (OPCC) using the City’s or TxDOT’s Average Low Bid Unit Price and any other readily available data. The OPCC shall be accurate enough to compare to the

allocated funding amount to ensure the completed design will be within budget. The estimate will be updated at each submittal.

M. Geotechnical Borings, Investigations and Pavement Design: Geotechnical borings on SH 71 is not included in this additional scope. The Engineer shall coordinate with TxDOT to determine who will be providing geotechnical studies for the proposed pavement design of SH 71 pavement.

N. Engineering Summary Report. The Engineer shall summarize and include the design criteria, traffic analysis, preliminary cost estimate and basis of estimate, construction sequence description, and utility conflict issues for the innovative intersection, in the Engineering Summary Report.

FC 120 - Environmental Documentation

The Engineer will execute the following tasks under this scope of work. The tasks are mutually dependent and scoped accordingly. This scope is based on the on the funding source and sponsor as a public entity.

A. Preliminary Environmental Constraints Report

The Engineer will the additional project area (innovative intersection at SH 71 and HPR) in the preliminary environmental constraints report which will present the results of the desktop and field reconnaissance review of the project limits.

The findings from Tasks B through G as outlined below will be incorporated into this report. This task includes one round of comments from the project team. Following the comment response, a finalized digital copy (PDF format) of the report will be submitted to the City.

B. Jurisdictional Waters Assessment

Based on desktop information and field investigations (where timely right of entry provided), aci consulting will conduct a jurisdictional waters of the U.S. assessment for the project sections noted above. The purpose of this assessment is to identify the location and extent of potential waters of the U.S.(WOTUS) in accordance with Section 404 of the Clean Water Act (CWA). aci consulting will perform an analysis of the most recently available aerial photographs and topographic maps, as well as conduct appropriate field work necessary to identify the location and extent of U.S. Army Corps of Engineers (USACE) jurisdictional waters and potential wetlands along the project network.

This determination will be based on the current USACE and EPA guidance on jurisdictional waters as of the date of this report. The findings of Task 2 will be incorporated into the Preliminary Environmental Constraints Report (Task A).

C. Threatened and Endangered Species Habitat Assessment

Based on desktop information and field investigations (where timely right of entry provided), The Engineer will conduct the habitat assessment for all federally listed species and candidates for listing under the Endangered Species Act (ESA) that may occur within the alignment for Travis County. Where right of entry provided, a visual inspection of habitat within the alignment will be

conducted. Task 3 includes incorporating the findings into the Environmental Constraints Report (Task A).

This task does not include any ESA permitting or coordination with federal agencies. Should any ESA permitting or coordination with federal agencies be required, those activities will be conducted under a separate task.

D. City of Bee Cave Critical Environmental Features Review

The Engineer will conduct a hazardous materials review for the alignment by completing an American Society for Testing and Materials (ASTM) standard environmental background search. This examination of the proposed environmental setting for the alignment will not include the ASTM 1527-21 level of review; however, the findings will be incorporated into the Preliminary Environmental Constraints Report (Task A).

E. Hazardous Materials Review

The Engineer will conduct a hazardous materials review for the alignment by completing an American Society for Testing and Materials (ASTM) standard environmental background search. This examination of the proposed environmental setting for the alignment will not include the ASTM 1527-21 level of review; however, the findings will be incorporated into the Preliminary Environmental Constraints Report (Task A).

F. Cultural Resources Desktop Assessment

A qualified archeologist will perform a review of records from the Texas Research Laboratory (TARL) available on the Texas Historical Commission's (THC) online Texas Archeological Sites Atlas (Atlas) to identify previously recorded surveys or cultural resources within the alignment and within a 1-km radius. An archeologist will also review historical maps, aerial photographs, topographic maps, soil survey maps, the TxDOT Hybrid Potential Archeological Liability Map (HPALM), and geological maps. This desktop review will include recommendations regarding additional cultural resources investigations, if warranted. Task F includes incorporating the findings into the Environmental Constraints Report (Task A). This task does not include a cultural resources survey. If a cultural resources survey is required, the work will be submitted and completed under a new scope.

G. Public Lands Review

The Engineer will review the project network for existing public parkland and other public lands. Task G includes incorporating the findings into the Preliminary Environmental Constraints Report (Task A).

H. TxDOT Hamilton Pool Road NEPA Classification

The Engineer will coordinate with the TxDOT Area office and Austin District Environmental Staff to determine the level of NEPA review for the proposed Hamilton Pool Road Realignment and SH 71 at HPR innovative intersection. This task is dependent upon the environmental review and documentation under Tasks A through G of this scope. The Engineer will compile additional information and prepare a classification slide deck for presentation to TxDOT staff.

I. Project Management

This scope includes two meetings with the client, project engineer and other project team members. Management includes 60 days of email and phone conversations as well as

coordinating meetings regarding the environmental findings and general strategies for project development.

The scope outlined in tasks A through G above does not include the following:

- TxDOT or NEPA level of environmental review - including project scope, environmental justice studies, noise analysis, air analysis, direct, indirect, or cumulative impact studies
- Coordination for easements on federal or state owned/controlled lands;
- Full Phase I Environmental Site Assessments for each parcel along the alignment;
- Section 404 permitting (if necessary);
- Section 7 Consultation with USFWS for impacts to federally-listed species (if necessary);
- Presence/absence surveys for federally-listed species.

J. Public Involvement. No additional scope is added at this time for public involvement. Suggested public involvement actions for the State controlled HPR (RM 3238) and SH 71 at HPR innovative intersection will be summarized in the public involvement plan and discussed further with the City and TxDOT for concurrence. If additional meetings are deemed necessary, that public involvement effort would be performed under additional scope and budget.

FC 130 – Right-of-Way Data/Utilities

For Function Coes 130 and 150, the term Surveyor means the firm (prime provider or subprovider) that is providing the surveying services shown in the scope.

All standards, procedures and equipment used by the Surveyor shall be such that the results of the survey will be in accordance with Chapter 1071 and applicable sub-chapters, as promulgated by the Texas Board of Professional Engineers and Land Surveyors.

The Engineer shall locate the existing ROW, where applicable, within the project limits from the current project control monuments and prepare a layout map for the project.

A. Existing Right-of-Way and Parcel Map. The Surveyor shall obtain information on existing ROW and property information from as-built plans, ROW maps, and tax records and prepare a base map depicting the information.

The Engineer shall review and evaluate the existing ROW plus the limits of proposed ROW acquisition to verify that all construction staging and alignment considerations have been taken into account. The Engineer shall make every effort to prevent detours and utility relocations from extending beyond the existing/proposed ROW. The Engineer shall notify the City in writing if it is necessary to obtain additional construction easements or rights-of-entry and shall provide justification for such action. The Engineer shall be responsible for identifying and delineating any temporary construction easements in areas outside the existing/proposed ROW.

B. Existing Utility Locations. The Engineer shall research available existing utility records and perform in-field utility verification (Quality Level C and D) with the objective of surveying and plotting visible above-ground utility features and using professional judgment in correlating those findings with utility records within the project limits. The lateral limits of the utility designating investigation are the greater extent of the existing ROW, proposed ROW, or temporary construction easements

along the project route. To accomplish this scope of work, the Engineer will perform the following tasks:

1. Contact the applicable “one call” agency and acquire records from all available utility owners including local municipalities (cities, counties, etc.).
2. Perform in-field visual site inspection. Compare utility record information with actual field conditions. Record indications of additional utility infrastructure and visual discrepancies with record drawings.
3. Interview available utility owners for needed clarification, resolution and found discrepancies, and details not provided on the record drawings.
4. Map the following utilities: water, wastewater, natural gas, gas/oil pipelines, electric, telephone, fiber, duct banks, cable TV storm sewer and utility service lines. Wastewater and storm sewer facilities will be inverted at manholes. Additionally, overhead utilities and ownership will be depicted based on available utility records. Irrigation lines and in-field verification of overhead utility ownership are not included in this scope.

C. Utility Conflict Identification and Coordination – No additional scope added.

D. Proposed/Planned Utilities - No additional scope added.

E. Preliminary Boundary Surveying and Parcel Preparation. The Surveyor shall perform the following tasks to assist with the acquisition of the proposed ROW as identified in the Layout:

1. Perform sufficient field surveying operations to locate property corners and confirm existing ROW configuration.
2. Perform sufficient deed research and boundary analysis to prepare a property schematic of the overall project. This task will not include procuring a limited Title Abstract to be used for preliminary submittals and updated with title commitment for title review.

FC 140 – Project Management and Administration

- A1. Assist the City with AFA preparation, including coordination with TxDOT, preparation of exhibits, preparation of cost estimates, and other materials as needed.
- A. Prepare invoices and monthly written progress reports.
- B. Develop and maintain a detailed project schedule to track project conformance to Exhibit C, Work Schedule, for each work authorization. The schedule submittals shall be hard copy and electronic format.
- C. Meet on a scheduled basis with the City to review project progress (16 Maximum).
- D. Prepare, distribute, and file both written and electronic correspondence.
- E. Implement and execute a QAQC plan.

FC 150 – Field Surveying and Photogrammetry

150.1 GENERAL REQUIREMENTS.

A. DEFINITIONS

1. Design Survey

A design survey gathers data in support of transportation systems design. A design survey includes the research, field work, analysis, computation, and documentation necessary to provide detailed topographic (3-dimensional) mapping of a project site (e.g. locating existing ROW, surveying cross-sections or developing data to create cross-sections and digital terrain models, horizontal and vertical location of utilities and improvements, collecting details of bridges and other structures, review of ROW maps, establishing control points).

B. TECHNICAL REQUIREMENTS FOR DESIGN AND CONSTRUCTION SURVEYS

1. Design surveys and construction surveys must be performed under the supervision of a RPLS currently registered with the TBPELS.
2. All control must meet the of accuracy requirements of the State.
The Surveyor shall comply with the standards of accuracy for control traverses provided in the TxDOT Survey Manual or the TSPS Manual of Practice for Land Surveying in the State of Texas, as may be applicable.
3. Short traverse procedures used to determine horizontal and vertical locations must meet the following criteria:
 - a. Short traverses must begin and end on horizontal and vertical ground control as described above.
 - b. Required horizontal accuracy (unless otherwise stated):
 - (1) Bridges and other roadway structures: less than 0.1 feet.
 - (2) Utilities and improvements: less than 0.2 feet.
 - (3) Cross-sections and profiles: less than 1 foot.
 - (4) Bore holes: less than 3 feet.
 - c. Required vertical accuracy:
 - (1) Bridges and other roadway structures: less than 0.02 feet.
 - (2) Utilities and improvements: less than 0.1 feet.
 - (3) Cross-sections and profiles: less than 0.2 feet.
 - (4) Bore holes: less than 0.5 feet.

C. DATA REQUIREMENTS FOR DESIGN AND CONSTRUCTION SURVEYS

1. Planimetric DGN files must be fully compatible with the version of the MicroStation graphics program currently used by TxDOT without further modification or conversion.

2. Electronically collected and processed field survey data files must be fully compatible with TxDOT's computer systems without further modification or conversion. All files must incorporate only those feature codes currently being used by TxDOT.
3. Digital terrain models (DTMs) must be fully compatible with the version of the Bentley OpenRoads civil design system currently used by TxDOT without further modification or conversion. All DTM must be fully edited to provide a complete digital terrain model with all necessary break lines.

150.2 DESIGN SURVEY

A. TASKS TO BE COMPLETED

Design Surveys

If requested by the State, the Surveyor shall perform one or more Design Surveys. Design Survey tasks include the following:

1. Obtain and/or collect data to create cross-sections and digital terrain models (DTMs).
2. Locate existing utilities.
3. Locate topographical features and existing improvements within the existing ROW.
4. Provide details of existing bridge structures, including bridge limits, existing vertical clearances, bents, columns, retaining walls, and natural ground elevations.
5. Locate details of existing drainage features including culverts, manholes, retention and detention ponds, flowlines, and associated features.
6. Locate all waters of the United States (WOTUS), including wetlands.
7. Review existing ROW maps and locate the existing ROW.
 - a. Review existing ROW maps
 - b. The Surveyor shall review ROW maps prepared by others for completeness using the current schematic and the checklist provided by the TxDOT district.
 - c. Locate existing ROW

The Surveyor shall resurvey the existing ROW where it is necessary to update or redefine ROW lines. All standard surveying procedures must be adhered to including record research, recovering existing monuments, and replacing monuments as appropriate. The Surveyor shall prepare an abstract map, preliminary map, final map, GIS graphics file, and a Surveyor's report. The final map must also include a monument table showing the property monuments that were found and set and certified by the Surveyor. The Surveyor shall prepare maps either in standard map sheets format or roll map format as requested by the TxDOT district.
8. Locate boreholes – **not included in supplemental scope**
9. Perform hydrographic surveys, according to details requested by the City.

10. Prepare and distribute Right-of-Entry letters – **not included in supplemental scope**
11. Verify the condition and usefulness of existing control points including verification of the values. Establish additional control as needed. Tie to other control points in the project vicinity including points established by the NGS, the Federal Emergency Management Agency (FEMA), and any other local entities.
12. Update existing control information and prepare new survey control data sheets, as directed by the State to be included in the construction plan set as described below:
 - a. The Surveyor shall prepare, sign, seal, and date a survey control index sheet and horizontal and vertical control sheet(s) to be inserted into the plan set.
 - b. The survey control index sheet provides an overview of the primary project control and must include:
 - (1) An unscaled vicinity map showing the general location of the project in relation to nearby towns or other significant cultural features.
 - (2) A scaled project map showing the extents of the project and the location of the primary control points. The map must show street networks, selected street names, control point identification, and significant cultural features necessary to provide a general location of the primary control.
 - (3) A table containing the primary control point values including the point number, northing, easting, elevation, stationing, and stationing offset values.
 - (4) Map annotation including a graphic scale bar, north arrow, and standard TxDOT title block. The title block shall contain a section for the district name, county, highway, and CSJ number. The title block shall also contain a section for a Texas registered engineer to sign, seal and date the sheet to include the following statement, "The survey control information has been accepted and incorporated into this PS&E." The required format of the survey control index sheet can be downloaded from the TxDOT website.
 - (5) In the title block under the heading "Notes", identification of the horizontal and vertical datum on which the primary control is based with the date of the current adjustment, the surface adjustment factor used, and unit of measure. The Surveyor shall include a note stating that the coordinates are State Plane and a notation specifying either grid or surface adjusted coordinates.
 - c. The Surveyor shall prepare horizontal and vertical control sheets providing detailed information about the construction, location, and monumentation of the primary control, which must include:
 - (1) An unscaled location map for each primary control point showing the location of the monument in relation to physical features located in the vicinity. The location map must include a north arrow, the monument designation, the monument northing, easting, and elevation.
 - (2) Directly below the location map a text description of the monument including size, material and construction followed by a description of the location of the monument starting with the county and state followed by a description suitable to locate the monument on the ground.

- (3) Map annotation including a graphic scale bar, north arrow, and a standard City or TxDOT title block. The title block must contain a section for the district name, county, highway, and CSJ number and contain a section for a Texas registered engineer to sign, seal and date the sheet to include the following statement, "The survey control information has been accepted and incorporated into this PS&E." The required format of the survey control index sheet can be downloaded from the TxDOT website.
- (4) In the title block under the heading "Notes", identification of the horizontal and vertical datum on which the primary control is based with the date of the current adjustment, the surface adjustment factor used, and unit of measure. The Surveyor shall include a note stating that the coordinates are either grid or surface adjusted coordinates.

150.3 DELIVERABLES FOR DESIGN AND SURVEYS

The Surveyor shall prepare and submit the deliverables as specified in individual work authorizations for design surveys and construction surveys. The deliverables might be any combination of the following:

- A. Digital terrain models (DTM) and the triangular irregular network (TIN) files in a format acceptable by the State.
- B. Maps, plans, or sketches prepared by the Surveyor showing the results of field surveys.
- C. Computer printouts or other tabulations summarizing the results of field surveys.
- D. Digital files or media acceptable by the State containing field survey data (ASCII data files).
- E. Maps, plats, plans, sketches, or other documents acquired from utility companies, private corporations, or other public agencies, the contents of which are relevant to the survey.
- F. Field survey notes, as electronic and hard copies.
- G. TxDOT Form 2462 for each primary and secondary control point. This form must be submitted in printed format on letter (i.e., A-size) and submitted electronically in PDF format.
- H. A digital and hard copy of all computer printouts of horizontal and vertical conventional traverses, GPS analysis and results, and survey control data sheets.
- I. All OpenRoad files.
- J. Survey reports in a format requested by the State.

150.4 MAPPING SERVICES TO BE PROVIDED

The Surveyor shall provide the following mapping services as requested by the State:

A. MOBILE AND AERIAL LIDAR

The Surveyor shall prepare planimetric design (DGN), digital terrain model (DTM), and triangulated irregular network (TIN) MicroStation graphics files covering the specific work location, meeting standards and specifications as required.

B. MAPPING TASKS TO BE COMPLETED

The Surveyor shall perform the following tasks as requested for each mapping service.

1. Horizontal and Vertical Control for Aerial Mapping

- a. The Surveyor shall prepare and submit an aerial ground control layout showing the proposed aerial ground control points, for approval by the State.
- b. The Surveyor shall establish and determine the coordinates of the aerial ground control points.
- c. The Surveyor shall establish and determine the elevations of the aerial control points.
- d. The Surveyor shall place aerial ground control target material at the established points and maintain until the photographs from the flight are approved.
- e. The Surveyor shall prepare, to scale, a survey control index sheet for the aerial control points.
- f. The Surveyor shall be prepared to locate additional points, as determined by the American Society for Photogrammetry and Remote Sensing (ASPRS) certified Photogrammetrist, if any panel points are not visible from the air.

2. Deliverables for Horizontal and Vertical Control for Aerial Mapping

The Surveyor shall provide the following deliverables:

- a. A final aerial control point layout showing the location of the points and labeled with their respective alpha-numeric designations.
- b. A plot and computer graphics of an B-size index map showing an overall view of the project and the relationship of primary monumentation and control used in the preparation of the project, signed and sealed by a RPLS, and as directed by the State.
- c. An A-size data sheet for each aerial ground control point, which must include a location sketch, a physical description of the point, surface coordinates, the elevation, and datums used.
- d. A CD, DVD, or USB flash drive containing the graphics files and scanned images of the control data sheets.

- e. A written statement describing the datum used along with copies of all relevant NGS and data sheets.
- f. A written tabulation of all aerial control points with their respective alpha-numeric designations, surface coordinates (for center panel points only), and elevations.

3. Prepare Planimetric and DTM Data

The Surveyor shall perform the following tasks for each requested mapping service:

- a. The Surveyor shall provide low altitude aerial mapping to cover an area 400 feet wide and covering the additional project area.

The Surveyor shall follow all standards and specifications in accordance with established guidelines and recommended or approved by the State.

- b. The Surveyor shall prepare planimetric design (DGN), digital terrain model (DTM), and triangulated irregular network (TIN) Bentley MicroStation graphics files and orthophotography files covering the specific work location, meeting standards and specifications as required.

- (1) The Surveyor shall collect supplemental planimetric and DTM survey data.
- (2) The Surveyor shall update aerial 2D and 3D mapping with ground surveys.
- (3) The Surveyor shall maintain the current DGN level structure and legend used by TxDOT.
- (4) The Surveyor shall maintain the current DTM level structure and legend used by TxDOT.
- (5) The Surveyor shall use file features and level structures in compliance with TxDOT's current photogrammetry mapping legend.
- (6) The Surveyor shall locate, and field check random points.
- (7) The Surveyor shall perform a tree survey to include 4" trees or larger within the footprint of the aerial lidar survey limits, with the following exceptions: *Celtis Occidentalis* (Hackberry), *Juniperus Virginiana* (Eastern Red Cedar), *Melia Azedarach* (Chinaberry), and *Juniperus Ashe* (Common Cedar), the measurement and inclusion of on a tree survey starts at 12" and above. Surveyed trees will be tagged in the field to create a corresponding cross-reference with trees identified in the tree survey deliverable.
- (8) The surveyor shall locate boreholes.

- c. The Surveyor shall conduct quality assurance and quality control (QA/QC) for each task performed and prepare a Surveyor's Report.

4. Deliverables for Planimetric and DTMs

The Surveyor shall provide the following:

- a. Certification that the photographs or LiDAR imagery were taken on the date indicated, signed by the airplane pilot or aerial photographer.
- b. The DGN, DTM, and TIN files on a medium and in a format acceptable to the State, delivered on CD, DVD, USB flash-drive or hard-drive.
 - (1) Orthophotography (created using the DTM) delivered on CD, DVD, USB flash drive, or hard-drive in tiff format (3 banded) with world files.
 - (2) TxDOT's photogrammetry mapping legend and supplements.
- c. A tabulation showing the field-check points.
- d. Quality Assurance and Quality Control (QA/QC) and Statement of Map Accuracy.
 - (1) Statement of map accuracy.
 - (2) A surveyor's report signed and sealed by an RPLS.

Deliverable/Submittal Requirements

At each submittal, Engineer will provide a pdf of submitted documents and a flash drive containing native files (CADD files, calculation spreadsheets, roadway and drainage models, etc) to the City.

FC 110 Deliverables

1. Draft and final copies of the Design Summary Report (DSR) – SH 71 at HPR Innov Inters.
2. Draft and final copies of the Drainage Report
3. Draft and final copies of the Traffic Analysis Report
4. Draft and final copies of Traffic Projections Memo for SH 71 at HPR Innov Int (for TxDOT)
5. Draft and final copies of the Geometric Schematic Plan & Profile Roll Plots
6. Draft and final copies of the design cross-sections (roll plots or 11 x 17 sheets)
7. Draft and final copies of the Sequence of Construction Roll Plots
8. Draft and final copies of the Opinion of Probable Construction Cost (OPCC)
9. Draft and final copies of the Engineering Summary Report

FC 120 Deliverables

1. Additional project area (SH 71 at HPR innovative intersection) will be included Preliminary Environmental Constraints Report.

FC 130 Deliverables

1. ROW Base map (DGN) to include existing parcels, existing ROW, and recorded easements for the additional area.
2. Existing Utility Base map (DGN) for the additional project area (SH 71 at HPR innovative intersection)
3. Utility Contacts list in excel and pdf format – to include any additional utility providers in the additional project area (SH 71 at HPR innovative intersection)
4. Property Schematic (DGN) to show existing parcels and proposed ROW limits and acquisition areas along SWC, HPR, and HPRE.

FC 150 Deliverables

As noted under the FC 150 section of this scope of work.

RODRIGUEZ TRANSPORTATION GROUP, Inc. Exhibit B (SUPPL#1) Estimate of Engineering Services Budget			City of Bee Cave SW Collector and HPR Extension	
TASK	RODRIGUEZ TRANSPORTATION GROUP, INC.	McGRAY & McGRATH LAND SURVEYORS INC.	THE RIOS GROUP INC.	TOTAL COST
FC 110 Route and Design Studies; Geotechnical Investigation	\$241,251.28			\$241,251.28
FC 120 Environmental Documentation				
FC 130 ROW Data/Utilities	\$14,000.89	\$17,920.00	\$7,131.68	\$39,052.57
FC 140 Project Management and Administration	\$61,466.86			\$61,466.86
FC 150 Field Surveying and Photogrammetry	\$11,670.70	\$46,746.21		\$58,416.91
Subtotal - Labor	\$328,389.73	\$ 64,666.21	\$ 7,131.68	\$ 400,187.62
Subtotal - Other Direct Expenses	\$ 5,596.50	\$ -	\$ 8,000.00	\$13,596.50
GRAND TOTAL	\$333,986.23	\$ 64,666.21	\$ 15,131.68	\$ 413,784.12

Exhibit B (SUPPL #1) - FEE ESTIMATE							City of Bee Cave					
RODRIGUEZ TRANSPORTATION GROUP, INC. (RTG)							Southwest Collector and HPR Extension					
Estimate of Engineering Services Budget												
Rodriguez Transportation Group, Inc.	Project Manager	Quality Manager	Senior Engineer	Project Engineer	Design Engineer	EIT	Sr. Engineer Tech	Engineer Tech	Jr. Engineer Tech	Admin./ Clerical	Total Hours	Total Labor Cost
	\$242.13	\$239.28	\$230.74	\$179.46	\$148.13	\$113.94	\$156.67	\$122.49	\$94.00	\$91.15		
FC 110 Route and Design Studies; Geotechnical Investigation												
A. Data Collection and Field Reconnaissance												
1. Secure and review available misc. data	2		2	2				1			7	\$1,427.15
2. Secure and review site plans (existing & proposed)	2		2	2		2		1			9	\$1,655.03
3. Secure and review available flood plain information			2								2	\$461.48
4. Conduct field reconnaissance and photographic record	2		2	2		2					8	\$1,532.54
B. Develop design criteria (roadway and drainage)												
for SWC and HPRE (new location collector roads)												
for HPR/RM3238 (TxDOT Facility)(exising minor arterial)												
for Innovative Intersection (SH 71 approaches at HPR & BCP)	4		4		8						16	\$3,076.52
C. Design Concept Conference (DCC)												
DCC meeting with City of Bee Cave (SWC and HPRE)												
Initial meeting with Staff												
2nd meeting with Staff (if requested)												
Attendance at one Council Meeting (if requested)												
DCC meeting with TxDOT (HPR/RM3238)												
DCC meeting with TxDOT (Innovative intersection - SH 71 at HPR)	6		4	4							14	\$3,093.58
D. Drainage Study and Preliminary Design												
1. Drainage Study and Report	1		2	4	8	8					23	\$3,518.01
2. Preliminary Culvert and Storm Drain Preliminary Design												
a1) On-site Drainage Area Maps	2		4	8	10	12		16			52	\$7,651.32
a2) Off-site Drainage Area Maps	1		2	4	6	6		6			25	\$3,728.81
b) Hydraulic Computations (Run-off and Inlet, and Storm Drain)	2		2	6	8	10					28	\$4,346.94
c) Storm Drain Plan/Profiles	2		3	6	8	12		16			47	\$6,765.40
d) Storm Drain Lateral Profiles	1		2	3	6	8		6			26	\$3,777.23
3. Water Quality Ponds (preliminary locations/size)	1		2	6	8	12		8			37	\$5,312.61
4. Cross Culvert Layouts at FEMA Zone A Crossings (2)	1		2	4	8	12					27	\$3,973.77
5. Detention Analysis	1		2	4	8	8		8			31	\$4,497.93
E. Traffic Projections and Operational Analysis												
1. Traffic Data												
a) Corridor traffic data collection	2		4	4	4							\$2,717.58
b) Intersection traffic data collection	1		2					4				\$1,193.57
c) Processing Traffic Data	2		2	4				4			12	\$2,153.54
2. Crash Analysis and Safety Memo												
a) Obtain Detailed Crash Data and summarize	2		4	4	4						14	\$2,717.58
b) Prepare IHSDM Predictive Crash Existing Model	1		4	24	8							\$6,657.17
c) Prepare Safety Memo	1		8	8	8							\$4,708.77
3. Traffic Projections												
a) Obtain/Analyze CAMPO model to determine future year ADTs	1		4	2								\$1,524.01
b) Prepare Existing traffic line diagrams (ADTs, AM and PM peak)	1		4	4								\$1,882.93
c) Prepare Traffic Methodology Memo (Draft and Final)	2		4	8	4							\$3,435.42
d) Prepare Design year 20XX ADT projections	1		4	8	4							\$3,193.29
e) Prepare Build and no-Build AM and PM DDHVs (2 analysis years)	1		4	8	4							\$3,193.29
f) Balance projections and prepare traffic diagrams (2 analysis years)	1		2	4	4							\$2,013.97
g) Submit/Revise projections to TxDOT TP&P for Approval	4		8	8	8							\$5,435.16
4. Existing Year Traffic Analysis (AM & PM)												
a) Site Visit/Inventory existing geometry, lane usage, signage, etc.	1		4	4								\$1,882.93
b) Obtain and interpret signal timings, traffic counts (balance volumes)	1		2	2								\$1,062.53
c) Build Existing Synchro Model			4	4								\$1,640.80
d) Input signal timing and traffic counts into Model			4	4								\$1,640.80
e) Calibrate exist model based on observed conditions	2		8	8								\$3,765.86
5. Future Year Traffic Analysis (20XX AM & PM)												
a) Build Vissim models of Innovative Intersections	4		24	24								\$10,813.32
b) Balance Volumes			4	4								\$1,640.80
c) Analyze Alternatives	4		24	24								\$10,813.32
d) Document Measures of Effectiveness	2		8	8	16			24				\$9,075.70
6. Traffic Operations Report (Exist and Proposed)												
a) Prepare Draft Report	4		24	16								\$9,377.64
b) Final Report (Revise Draft Based on Comments)	2		4	4								\$2,125.06
F. Bicycle and Pedestrian Accomodations	1		3	3							7	\$1,472.73

Rodriguez Transportation Group, Inc.	Project Manager	Quality Manager	Senior Engineer	Project Engineer	Design Engineer	EIT	Sr. Engineer Tech	Engineer Tech	Jr. Engineer Tech	Admin./ Clerical	Total Hours	Total Labor Cost
	\$242.13	\$239.28	\$230.74	\$179.46	\$148.13	\$113.94	\$156.67	\$122.49	\$94.00	\$91.15		
G. Geometric Design Schematic												
1A. Develop Conceptual Intersection Layout alternatives (SH71 at HPR)	16	8	16	40	24	16	16	16			152	\$26,503.28
1. Develop horizontal alignments			6	6			6				18	\$3,401.22
2. Horizontal Curve Data (tabular format) - place on sheets								6			6	\$734.94
3. Roadway design file (pavement edges, curb lines, sidewalks, etc.)				6			10				16	\$2,643.46
4. Develop typical sections			4		4			3			11	\$1,882.95
5. Identify proposed structures, bridge layouts, bent & rail locations			2		3			3			8	\$1,273.34
6. Incorporate existing and proposed utilities into schematic			1		3			3			7	\$1,042.60
7. Existing property lines and property owner data					2			2			4	\$541.24
8. Existing ROW and Easements				2	2			3			7	\$1,022.65
9. Show proposed ROW/Easements in schematic					1			2			3	\$393.11
10. Identify waters of the US (WOTUS)	1										1	\$242.13
11. Control of Access limits (N/A)								2			2	\$244.98
12. Existing and projected traffic volumes	1		1	1							3	\$652.33
13. Location and Text of proposed Large Guide Signs (LGS)	1			1				2			4	\$666.57
14. Proposed Pavement Marking design per TMUTCD requirements	1		2	2			2	2	2		11	\$1,808.85
15. Develop vertical alignments (profile grade, vertical curves)			10		10			6			26	\$4,523.64
1. 30% Schematic submittal	2	4	2		4			4			16	\$2,985.34
2. 60% Schematic submittal	2	3	1		3			2			11	\$2,122.21
3. 90/100% Schematic submittal	1	2	1		2			1			7	\$1,370.18
4. Coordination with adjacent engineers for segment HPRE-3												
5. Coordination with TxDOT for Innovative Intersection	24		40		24						88	\$18,595.84
H. Design Cross-Sections			2		6		4	10			22	\$3,201.84
I. Retaining walls (identify locations, type, wall limits)			10		10			2			22	\$4,033.68
J. ROW Requirements - Identify proposed ROW limits			3		4			2			9	\$1,529.72
K. Develop preliminary sequence of construction exhibit	1		1		10		6				18	\$2,894.19
L. Develop preliminary cost estimate (OPCC); update at each submittal	1	1	1	1			6				10	\$1,831.63
M. Geotech borings, Investigations, Pavement Design (coord w/ sub)	1		1								2	\$472.87
N. Engineering Summary Report	2	1	6		6	6					21	\$3,680.40
FC - 110 Subtotal - Labor Hrs.	123	19	314	305	260	114	50	165	2		890	\$241,251.28
FC 120 Environmental Documentation												
A. Prelim. Env. Constraints Report												
B. Jurisdictional Waters Assessment												
C. T/E Species												
D. City of Bee Cave CEFs												
E. Hazardous Materials Review												
F. Cultural Desktop												
G. Public Lands Review												
H. TxDOT HPR NEPA Classification (coordination)												
J. Public Involvement												
1. Develop a public involvement plan (Review Only)												
2. Stakeholders List (Review Only)												
3. Public Meeting (up to 1) - prepare exhibits and attend												
4. Public Meeting Summary Report - Comment/Response matrix												
FC - 120 Subtotal - Labor Hrs.												
FC 130 ROW Data/Utilities												
A. Right-of-Way Map												
1. Existing ROW and Parcel Map (Review Only)	1			1							2	\$421.59
2. Review design data to confirm existing/proposed ROW (review Only)	1			1							2	\$421.59
B. Existing Utility Locations												
1. Request marking of underground utilities and field tie												
2. Secure record drawings of all utilities along the corridor, site visit												
3. Identify/Resolve discrepancies (Review Only)	1			1							2	\$421.59
C. Utility Conflict Identification and Coordination (coordinate w/ Sub)												
1. Prepare Utility Conflict Matrix (Review Only)	1		1								2	\$472.87
2. Prepare for and Attend Utility Coordination Meetings (up to 6)	3		3	2							8	\$1,777.53
D. Proposed/Planned Utilities												
1. Attend Utility Coordination Meetings (8 Maximum)	4		4								8	\$1,891.48
2. Attend Meetings with the State (up to 6)	12		12	8							32	\$7,110.12
3. Incorporate planned utilities in design (typical sections, etc.)	1		2	2							5	\$1,062.53

Rodriguez Transportation Group, Inc.	Project Manager	Quality Manager	Senior Engineer	Project Engineer	Design Engineer	EIT	Sr. Engineer Tech	Engineer Tech	Jr. Engineer Tech	Admin./ Clerical	Total Hours	Total Labor Cost
	\$242.13	\$239.28	\$230.74	\$179.46	\$148.13	\$113.94	\$156.67	\$122.49	\$94.00	\$91.15		
E. Boundary Surveying and Parcel Preparation												
1. Locate property corners and confirm existing ROW limits												
2. Prepare property schematic of the overall project	1			1							2	\$421.59
FC - 130 Subtotal - Labor Hrs.	25		22	16							63	\$14,000.89
FC 140 Project Management and Administration												
A1. Assist City with AFA prep (coord with TxDOT, estimates, etc)	34										34	\$8,232.42
A. Prepare Invoices and Monthly Progress Reports (17 Mo.)	34										34	\$8,232.42
B. Develop and maintain work schedule	6										6	\$1,452.78
C. Prepare for and attend TxDOT and add'l City meetings (up to 12)	48		16	16							80	\$18,185.44
D. Project file maintenance (17 Mo.)	24			24							48	\$10,118.16
E. Implement and execute QAQC plan (schematic, 60%, 90% and Final)	12	40	12								64	\$15,245.64
FC - 140 Subtotal - Labor Hrs.	158	40	28	40							266	\$61,466.86
FC 150 Field Surveying and Photogrammetry												
150.2 Design Survey												
A1. Obtain and/or collect data	1		1		1						3	\$621.00
A1A. Right of Entry coordination and communication with parcel owners	24										24	\$5,811.12
A2. Locate existing utilities	1		1		1						3	\$621.00
A3. Locate topographical features/improvements												
A4. Provide details of existing structures.	1		1	1							3	\$652.33
A5. Locate existing drainage structures												
A6. Locate WOTUS, including wetlands	1		1	1							3	\$652.33
A7. Review exist ROW maps and locate existing ROW												
A8. Locate boreholes												
A9. Perform hydrographic surveys	1		1	1							3	\$652.33
A10. Prepare/mail Right of Entry (ROE) letters (review/coord only)												
A11. Identify/Verify existing control points	1										1	\$242.13
A12. Prepare control data sheets (H&V) (Review Only)												
150.3 Deliverables for Design and Surveys												
Items A through J.												
150.4 Mapping Services to be Provided												
A. Mobile and Aerial Lidar												
B. Mapping Tasks to be Completed												
1. Horizontal and Vertical Control for Aerial Mapping (Review Only)	1		1								2	\$472.87
2. Deliverables for H&V Control for Aerial Mapping (Review Only)	1		1								2	\$472.87
3. Planimetric and DTM Data												
4. Deliverables for Planimetric and DTMs (Review Only)	1		1				1				3	\$629.54
B. Digital Planimetric Mapping (DGN) and DTM												
1. Planimetric (DGN) file (Review Only)	1			1							2	\$421.59
2. DTM File (Review Only)	1			1							2	\$421.59
FC - 150 Subtotal - Labor Hrs.	35		8	5	2		1				51	\$11,670.70
Total - Labor Hours	341	59	372	366	262	114	51	165	2		1732	
Total - Labor Cost	\$82,566.33	\$14,117.52	\$85,835.28	\$65,682.36	\$38,810.06	\$12,989.16	\$7,990.17	\$20,210.85	\$188.00			\$328,389.73
DIRECT EXPENSES												
Photocopies Color (8.5"x11")							sheets @	\$0.75				
Mileage				300			miles @	\$0.655				\$196.50
2- hour Turning Movement Count, Major Intersection, Weekday				6			per intersection	\$420.000				\$2,520.00
2- hour Turning Movement Count, Minor Intersection, Weekday				12			per intersection	\$240.000				\$2,880.00
Overnight Mail - Letter Size							Deliveries @	\$14.00				
Overnight Mail - Oversize Box							Deliveries @	\$50.00				
Subtotal - Other Direct Expenses												\$5,596.50
GRAND TOTAL												\$333,986.23

Exhibit B (SUPPL #1) - FEE ESTIMATE						City of Bee Cave				
McGray & McGray Land Surveyors, Inc.						Southwest Collector and HPR Extension				
Estimate of Engineering Services Budget										
McGray & McGray Land Surveyors, Inc.	No. of Sheets	Registered Professional Land Surveyor	Clerical Support	Senior Project Manager - Survey	Surveyor-In- Training (SIT)	Senior Survey Technician	2 - Person Survey Crew	Helicopter mounted Aerial Mapping Unit	Total	Total Labor
		\$183.19	\$75.08	\$159.17	\$108.11	\$102.11	\$165.00	\$15,000.00	Hours	Cost
FC 130 ROW Data/Utilities										
A. Existing Right-of-Way and Parcel Map										
1. Locate property corners and confirm existing ROW limits										
E. Preliminary Boundary Surveying and Parcel Preparation										
1. Prepare property schematic of the overall project				20	60		50		130	\$17,920.00
F. Right of Way Mapping - Traditional ROW Map										
FC - 130 Subtotal - Labor Hrs.				20	60		50		130	\$17,920.00
FC 150 Field Surveying and Photogrammetry										
150.4 Mapping Services to be Provided										
1. Project Control										
2. Project Control Sheets										
3. Datum Ties										
4. Field Surveys					4	40	80		124	\$17,716.84
5. Field survey (drainages channels)					3	16	40		59	\$8,558.09
6. Field surveys (existing concrete weir)										
7. Secure right of entry										
8. Tie visible utilities and develop DGN file					3	16	30		49	\$6,908.09
9. Profile existing drainage facilities					2	12	24		38	\$5,401.54
10. Provide traffic control for survey activities										
11. Tie soil boring locations										
12. Tree Survey 4" and up					5	10	40		55	\$8,161.65
FC - 150 Subtotal - Labor Hrs.					17	94	214		325	\$46,746.21
Total - Labor Hours				20	77	94	264		455	
Total - Labor Cost				\$3,183.40	\$8,324.47	\$9,598.34	\$43,560.00			\$64,666.21
DIRECT EXPENSES										
Mileage							miles @	\$0.655		
Overnight Mail - Letter Size							Deliveries @			
Subtotal - Other Direct Expenses										
GRAND TOTAL										\$64,666.21

Exhibit B (SUPPL #1) - FEE ESTIMATE					City of Bee Cave		
The Rios Group, Inc.					Southwest Collector and HPR Extension		
Estimate of Engineering Services Budget							
The Rios Group, Inc.	Project Manager	Supervisory Engineer	Assistant Project Manager	CADD Technician	Engineering Tech	Total Hours	Total Labor Cost
	\$169.71	\$190.86	\$118.30	\$74.84	\$74.67		
FC 130 ROW Data/Utilities							
B. Utility Locations							
1. Request marking of underground utilities and field tie							\$0.00
2. Secure record drawings of all utilities along the corridor					8	8	\$597.36
3. Quality Level C/D SUE DGN and Plans	8	4	12	40		64	\$6,534.32
FC - 130 Subtotal - Labor Hrs.	8	4	12	40	8	72	\$7,131.68
Total - Labor Hours	8	4	12	40	8	72	
Total - Labor Cost	\$1,357.68	\$763.44	\$1,419.60	\$2,993.60	\$597.36		\$7,131.68
Unit Costs							
SUE Services (One Man Designating Crew)	50 hours @ \$160.00						\$8,000.00
SUE Services (Two Man Designating Crew)	hours @ \$250.00						\$0.00
SUE Services (QL A 0 feet to 5.00 feet)	holes @ \$1,315.00						\$0.00
SUE Services (QL A 5.01 feet to 8.00 feet)	holes @ \$1,600.00						\$0.00
SUE Services (QL A 8.01 feet to 13.00 feet)	holes @ \$1,995.00						\$0.00
SUE Services (QL A 13.01 feet to 20.00 feet)	holes @ \$2,575.00						\$0.00
SUE Services (Pavement Coring)	day @ \$370.00						\$0.00
SUE Services (Traffic Control)(Single Lane Closure)	day @ \$1,474.00						\$0.00
Subtotal - Other Direct Expenses							\$8,000.00
GRAND TOTAL							\$15,131.68



***Economic Development Board Meeting
1/23/2024
Agenda Item Transmittal***

Agenda Item: 8.

Agenda Title: Discussion and update related to Work Force Housing.

Board Action:

Department: Administration

Staff Contact: Clint Garza

1. INTRODUCTION/PURPOSE

This will be an update on the RFP, Eco-depo site, Skaggs, and Avanti Hills.

2. DESCRIPTION/JUSTIFICATION

a) Background

b) Issues and Analysis

3. FINANCIAL/BUDGET

Amount Requested	Fund/Account No.
Cert. Obligation	GO Funds
Other source	Grant title
Addtl tracking info	

4. TIMELINE CONSIDERATIONS

5. RECOMMENDATION



Economic Development Board Meeting
1/23/2024
Agenda Item Transmittal



Economic Development Board Meeting
1/23/2024
Agenda Item Transmittal



***Economic Development Board Meeting
1/23/2024
Agenda Item Transmittal***

Agenda Item: 11.

Agenda Title: Discussion regarding future administrative items, meeting times and dates.

Board Action:

Department: City Secretary

Staff Contact: Kaylynn Holloway, City Secretary

1. INTRODUCTION/PURPOSE

2. DESCRIPTION/JUSTIFICATION

a) Background

b) Issues and Analysis

3. FINANCIAL/BUDGET

Amount Requested	Fund/Account No.
Cert. Obligation	GO Funds
Other source	Grant title
Addtl tracking info	

4. TIMELINE CONSIDERATIONS

5. RECOMMENDATION