



Substandard Roads Task Force
Meeting Minutes
February 28, 2024

Sign in sheet attached.

Online attendance, David Greear, Glenn Trubee

Substandard Road Task Force members:

Ge'Nell Gary - attended

Rajeev Jain

Daniel Lee - attended

Patrick Lopez - attended

Glenn Trubee - attended

Travis County TNR representatives:

David Greear, P.E., Public Works Director - attended

John Routh, P.E., PMP, Public Works Assistant Director - attended

Kathy Hardin, P.E., Public Works Engineer - attended

	Time minutes	Moderator	Item
1	20	Kathy	Welcome to all and take Citizen Communications. Please use the form if time runs out. Use chat if calling in to make comment and time has expired.
2	60	Kathy	Task Force subgroup will review Chapter 384 and solicit input. Goal to finalize recommended edits.
3	20	Kathy	Review DRAFT short list of roads, review criteria with task force. Goal to finalize ranking matrix.
4	15	Kathy	Discuss process to create Task Force Report for Court, Court agenda date options and presentation.
5	5	Kathy	Other 1. Substandard roads that in general meet Travis County Road standards. 2.

Total	2 hours
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1. Two citizens attended but did not speak other than to state they attended so we do not forget about their roads, Deer Creek roads.
2. Chapter 384 reviewed by GeNell and Glenn. Decision made to change the edit format and send back to the Task Force. Plan is to finalize at the next meeting.
 - a. Task Force agreed to word 384 to include specific language regarding City of Austin permitting, drainage requirements and water quality. Kathy reminded the group that the Substandard Road Program maintains existing roads. Some substandard roads require more work with low water crossings.

- b. Task Force agreed to consider variances or waivers from the Substandard Road Program for roads that in general meet County standards. TNR staff will determine which roads are in general compliance and send road list to Court for consideration without improvements. Chapter 384 will include language for this consideration. The variance/waiver may include masonry mail boxes, minimal driveways, but should not result in more work for TNR R&B. All variance/waivers cannot be approved and will be case by case.
 - c. Chapter 384 will include language to consider improved ranking if CDBG recommends funding assistance for a road that meets Travis County CDBG and HUD criteria.
 - d. Reference to 1997 may need to be removed from Chapter 384. Kathy will check in with Sara of Development Services to determine if access to fiscal after 1997 is available.
 - e. We do want to remove tax assessment language, this is not a desirable situation.
3. Kathy reviewed the Draft short road list ranking she created and filed here https://teams.microsoft.com/l/team/19%3avBx2Hta035nnttN1o_H--X9rpIVtPbCywd5u5d510DE1%40thread.tacv2/conversations?groupId=7ba0108c-010d-4a7b-a051-f99bcc6d0670&tenantId=86fc21f4-a511-4f82-b4d1-36f7d1e8a9ea . She recommended "Community Support" move to a qualifying item, not a ranking item.
 - a. The qualifying assessment will include:
 - i. Community Support, recommend this item be removed from matrix.
 - ii. Constructability beyond that rank by the matrix. See Hill Drive for example.
 - iii. Kathy reported that CDBG has agreed to continue to work with the Substandard Road Program. We recommend the Task Force consider language in 384 allowing CDBG approved roads to move up in ranking when HUD supplemental funding is available. Julie Lane may be an option for CDBG, along with Lawrence Drive.
 - iv. Chapter 384 or the Task Force report should discuss ranking and qualifying, and the difference. Ranking is matrix driven and Qualifying is assess by TNR staff.
 - b. Kathy recommends a list of roads be included in Report to Court, perhaps the draft list as provided, highest ranking roads, 12 roads, equate to approximately 3 miles. Make the recommendation the Court approve this draft list for this bond cycle.
 - c. Sarah from Deer Creek brought up a good point, that roads need to make sense in terms of timing of construction. For example, Lake Park needs to be built prior to other parts of this area. Everyone in general agreed that is a good point.
4. Task Force Report for Court
 - a. Use template from CBAC. Patrick started working on an outline from that template.
 - b. GeNell volunteered to present report and recommendations, she requested someone for back up.
 - c. David and John will introduce Task Force to Court and turn it over to Task Force. Kathy will provide technical back up as needed during presentation.
 - d. It is a two-week time to get from final documents to get on agenda. Kathy must submit to John by a Tuesday, then it is two-weeks from that Tuesday.
 - e. TNR will brief TNR subcommittee and each Commissioner as they are available.
 - f. Consider timing of funding and impact to 112 miles of substandard roads. \$10M may be considered a yearly minimum if the goal is to impact the miles of road within 10 years.
 - g. Reasoning for keeping the Substandard Road Program standards the same can also be based on Senate Bill 6. This bill does not make annexation inevitable. Therefore, the improvements we make will be anticipated to be maintained by Travis County, not the City of Austin.
 - h. Kathy will make sure the Task Force has the statistics regarding substandard roads by precinct for possible inclusion in the report.
5. Other
 - a. Look at legend at GIS Mapping Tool, it is hard to read with the black background. Kathy will get with Jaime.

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Name

Role

Contact information

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