



Substandard Roads Task Force
Meeting Minutes
April 3, 2024

Sign in from those present: Mick Long, Rajeev Jain, John Routh, David Greear, Patrick Lopez, Glenn Trubee, Dan Lee, Cindy Decker, Sarah Perez

From Teams chat: Jaime Escobar and Mauricio Gonzalez

Substandard Road Task Force members (TF):

Ge'Nell Gary

Rajeev Jain

Dan Lee

Patrick Lopez

Glenn Trubee

Travis County TNR representatives:

David Greear, P.E., Public Works Director

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

Kathy Hardin, P.E., Public Works Engineer

1. Citizen Communications: none other than to confirm all the roads in the Lake Park area are included in the area package. Two community members present, Cindy and Sarah.
2. Task Force ran the meeting. Discussion included:
 - a. Budgeting for Substandard Roads - TF stated that increase in maintenance costs is understood. In order to move forward with road construction another FTE may be warranted. TF may consider including financial information in report. If they include the recommendation to add an FTE, a PM/Eng Sr. is recommended by TNR. Patrick will add financial bit in report. Rajeev will assist.
 - b. David sent Chapter 384 to internal stakeholders. We anticipate adding Env comments, and those we received from the stakeholders. Glenn will add and send out. Glenn asked about the need for a clean version and a legislative version. David recommended both be provided to Court. David stated he gave the stakeholders a deadline.
 - c. Patrick presented the draft of the report.
 - i. Comments received and Patrick updated as we reviewed. Rajeev offered to assist with writing parts of the report. Patrick agreed. Patrick will get report out Friday or Monday. David will provide Court language for Patrick to include.
 - d. Example graphics for the report or back up provided by Jaime. David and the TF were comfortable with the work. Kathy will get Jaime updated short list and request a couple road specific graphics and the overall map with roads highlighted. Kathy will work on language for graphics with Jaime. Kathy created road areas as directed. Deer Creek, La Paloma and Cardinal Hills. Cindy Decker may send photos, not pdf, of roads in Deer Creek. Amy Batchelor stated she would send photos at last weeks meeting.
 - e. Ranking model (formerly matrix) was discussed. Columns that are repetitive will be deleted and noted where the information is captured. We discussed how the ranking model adds up the score. We agreed to keep cost a component of ranking model along with benefits. It is not possible to include actual costs at this stage and a rough guess is not beneficial as the roads are not fully vetted. Only a desk top review is made at this stage.

- f. Other conversations were had but not captured. al to have documents completed and decisions made in two weeks.
- 3. New time line was agreed:
 - a. Court date to shoot for is 5/14
 - b. No later than 4/17 draft documents in final format to go out. At this point, it is anticipated the documents are near final.
 - c. 4/24 - last meeting to finalize documents, get packet together.
 - d. Patrick will send out report 4/8.
- 4. 4/10 Task Force meeting will be on-line or in-person, tbd.