

Substandard Roads Task Force
Meeting Minutes
January 17, 2024

Sign in sheet attached.

1. Citizen Communications – Community members were late due to parking and entry into the building. A family and a community member spoke. This discussion occurred later in the agenda. Their concern is Lake Park Drive. This road is sometimes impassable. Lake Park Drive is one way in/one way out. It is a long road with 4 roads off Lake Park Drive. School bus pick up is at the mailbox cluster, buses will not come up Lake Park Drive. Activities including biking are not possible. They want Lake Park Drive to be considered for inclusion on the road upgrade list.
2. Discussion of the Substandard Road Program Resources - Kathy Hardin, P.E.
 - Discussion. Not much said about this. Kathy asked if anyone looked at the resources.
 - No additional information requests. Reminder that traffic volumes are not available.
 - Mapping Tool layer request to add emergency routing information was added and is at webpage with prior query roads layer.
 - No further review of resources.
3. Examples of prior review and assessment of requests to participate
 - No request made for prior review information. The Task Force has not decided if additional prior query information is warranted. Kathy will not continue to update that spreadsheet unless a request is made by the Task Force.
 - Kathy offered an example of Julie Lane. That road will be longer in length due to the requirement to connect to a maintained road. Higher cost but other substandard roads will be upgraded.
4. Discussed criteria each task force member brought forward.
 - Discussion of these items ad hoc included cost, current road surface, length, capacity, # of homes, impact to community. (Citizen communication occurred at this point). After that discussion, David offered to scribe criteria each task force member brought.
 - List is from white board:

Criteria for Matrix

1. Cost (Low, Med, High) 4 votes
2. # residents affected 4 votes
3. Connectivity (one way in/out) 3 votes
4. Emergency Response benefit 3 votes
5. School/Bus 3 votes (discussion of limits of school or bus consideration, school will be a different consideration from bus routes)
6. Equity (Kathy recommends using layer at GIS Mapping Tool, census data from Federal Govt, LMI) 1 vote
7. Poor visibility (trees, lighting) 1 vote
8. Traffic Volumes 1 vote (Kathy stated this information is not available)
9. Safety 1 vote (Striping is a consideration to make the road safe)
10. Environmental impacts 1 vote
11. Floodplain? 1 vote

12. Cost/mile/resident 1 vote
13. County been notified 1 vote (whoever proposed this needs to confirm wording)
14. Community Support (Historically the Court would want to understand this item before taking action to support or not) 1 vote
 - a. HOA
 - b. Mailboxes
 - c. Holdouts
 - d. Petition

5. General Discussion:

- Reducing standards to get more roads addressed, reduced width for example. Kathy stated that varying road standards may not be supported by Travis County.
- Kathy stated that some criteria do not have data or will be difficult to work into the matrix. For example, the road's quality, Criteria item 1, is not assessed and will require individual review of each road as will other criteria. There are 535 road segments. Very brief discussion on the COA ETJ. This may or may not affect substandard road projects.
- Discussion about Commissioners recommending roads for consideration, 3 from each precinct. Kathy recommended getting a greater number for consideration since 3 proposed may not work out when reviewed.
- Rajeev stated that he will work on a matrix based on the recommendations on the white board. He said he can have it out by next Wednesday.

6. Not discussed Standards and Funding discussion and below

- Discuss substandard road standard design requirements. The Task Force should decide the direction to move projects forward, use current standards or other standards. As we discussed last meeting, the Substandard Road Program has less stringent standards to get roads into the County Maintenance plan. (But see 5 above)
- The current estimate of 15% for engineering and \$400/lf may be obsolete depending upon path forward.
- Spending plan for next 5 years.
- Sidewalk costs per linear foot, 4' wide \$4.89/lf, not including curb ramps, driveways, grading.

7. Review future agenda discussions and timing

- Review Matrix developed by Rajeev at next meeting, 1/24/2024.
- Continue to accept Community communications and associated discussion.
- Confirm if we want Precinct recommended roads for our discussion and possible review.

8. Other

- Should we move items to next agenda that are not discussed tonight, I did not hear a decision.

Draft Current and Future Task Force Agendas

~~Week 1 – January 10, 2024~~

- ~~——— Introduce County staff (Katharine Hardin, John Routh, and David Greear)~~
- ~~Introduce Task Force Committee members~~
- ~~Discuss history, summarization, and challenges of substandard roads program~~
- ~~Lay out budget~~
- ~~——— Bond budget for Substandard roads is: \$10M~~
- ~~——— Provide list of Substandard Roads to Committee (attached)~~
- ~~—Provide general guidance on the cost per foot for a project~~

~~Week 2 – January 17, 2024~~

- ~~Task Force discuss how they would like to brainstorm ideas for assessing roads.~~
- ~~● What would move a road to the top of the list?~~
 - ~~○ Kathy will scribe ideas for group~~
 - ~~○ The Task Force can decide what parameters to consider and how to rank.~~
 - ~~○ Task Force to provide Kathy with a list of parameters. She will work on developing a draft road list for future consideration.~~
- ~~Determine cash flow over 5 years for projects~~
- ~~Based on Task Force parameters, Kathy will work with Jaime to create a road list. Timing for the next meeting to be determined. Depending upon the time to create the draft list, a week may be skipped.~~
- ~~Continue discussion of standards for Substandard Roads if necessary. If a decision is made to take an item to Court for their consideration, keep in mind it will take 2 weeks to get on their agenda.~~

Week 3 – January 24, 2024,

Continue selection of roads and agenda items not covered from prior meeting.

Week 4 – January 31, 2024

Committee to review their selections and adjust their selected road segments.

Week 5 – February 7, 2024

Committee to review their final selections and draft report.

Creation of report by Task Force or with assistance from Kathy

Week 6 – February 14, 2024

Committee review final report.

Sign-in Sheet
January 17, 2024

Name

Role

Contact information

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