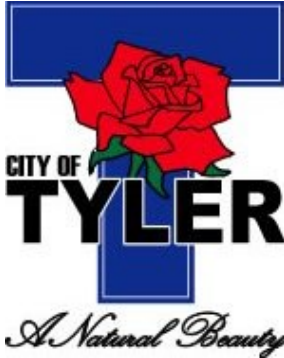


HALF CENT SALES TAX CORPORATION MEETING



TUESDAY, MARCH 14, 2017
4:00 PM

TYLER DEVELOPMENT CENTER
LARGE CONFERENCE ROOM
423 W. FERGUSON
TYLER, TEXAS

AMERICANS WITH DISABILITIES ACT NOTICE

The City of Tyler wants to ensure that Half Cent Sales Tax Board Meetings are accessible to persons with disabilities. If any individual needs special assistance or accommodations in order to attend this meeting, please contact, Carter Delleney at 903-531-1126 in advance so that accommodations can be made.

Please call (903) 531-1126 if you need assistance with interpretation or translation for this City meeting.

Si usted necesita ayuda con la interpretación o traducción de cualquier material en este sitio o en una reunión pública de la Ciudad de Tyler por favor llame al (903) 531-1126.

AGENDA

1. Call meeting to order and establish a quorum.
2. Consider approval of Minutes: February 14, 2017.

3. Request that the Half-Cent Sales Tax Board consider funding an amendment to the agreement with Adams Engineering for design of the Courtney Miller Drainage Project for an additional \$30,000.00.

4. Request that the Half Cent Sales Tax Board consider recommending the support of a Resolution by City Council authorizing the Transportation Alternative Set-Aside Program (TA Set-Aside) grant application for the City of Tyler BikeStripe project to be filed with the Texas Department of Transportation, and committing the local matching funds.

5. Request that the Half Cent Sales Tax Board consider authorizing City staff to advertise for bids for the construction of the 2017 Asphalt Enhancement Program.

6. Report on the status of Half Cent Projects, and the Half Cent 10-year Capital Improvement Projects Forecast.

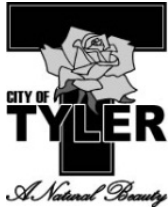
7. Adjourn.

CERTIFICATE OF POSTING

This is to certify that on _____,
the above notice of meeting was posted @ City Hall.

CERTIFICATE OF POSTING

This is to certify that on _____,
the above notice of meeting was posted @ Tyler
Development Center.



**MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS OF THE
TYLER HALF CENT SALES TAX CORPORATION, INC.
CITY OF TYLER, TEXAS
FEBRUARY 14, 2017**

A meeting of the Board of Directors of the Tyler One-Half Cent ($\frac{1}{2}\phi$) Sales Tax Corporation, Inc. was held on Tuesday, February 14, 2017 at 4:00 p.m. in the large conference room of the Tyler Development Center, 423 W. Ferguson, Tyler, Texas, with the following persons in attendance (unless noted otherwise):

Board of Directors: Mark Whatley
Chris Simons
Jason Trimble
Brian Brandt
Ralph Caraway
Eloyce Green
City Manager: Edward Broussard
City Engineer: Carter Delleney
Project Engineer: Kyle Dykes
Managing Director of Utilities & Public Works: Greg Morgan
Solid Bridge Construction: Vance Bridges
Jessie Seale
Senior Assistant City Attorney: Sharon Roberts

1. PUBLIC MEETING OPENED

Chairman, Mark Whatley established a quorum.

2. APPROVAL OF MINUTES – January 10, 2016

On motion by Corporate Member Ralph Caraway, seconded Corporation Member Jason Trimble, and carried unanimously, the Tyler One-Half Cent ($\frac{1}{2}\phi$) Sales Tax Board approved the minutes of the January 14, 2016 meeting.

PRESENTATION BY CARTER DELLENEY

City Engineer Carter Delleney presented to the Board an update on the Ashmore drainage situation and on the proposed contract funding the Ashmore Drainage Channel Improvements Project with Solid Bridge Construction, LLC. This presentation included a report from KSA in which they were tasked with reviewing Solid Bridge Construction's application for the Ashmore Drainage Channel Improvements Project and had elected to neither endorse nor recommend against the City selecting Solid Bridge Construction for the

proposed project and advise that the City put the project out for rebid with the intent of finding a contractor with more experience with slope stabilization.

Corporation Member Chris Simons asked what the significance of the slope stabilization is in this project. City Engineer Carter Delleney responded that it is the most important component of the proposed Ashmore Drainage Channel Improvements Project, and that getting a contractor with appropriate experience with Slope Stabilization is essential to this project's success.

Corporation Member Ralph Caraway asked about any risk to homes in close proximity to the Ashmore Drainage Channel Improvement Project. City Engineer Carter Delleney that there is some element of risk doing this sort of a project near homes and as a result of that risk the City has taken appropriate actions to have insurance, indemnities, and bonds in place. City Engineer Carter Delleney also informed the Board that Solid Bridge Construction has been insured for this project and has taken appropriate precautions to meet the requirements of this project.

City Council Member Linda Sellers asked if there is any risk of losing FEMA participation in the Ashmore Drainage Channel Improvement Project if the project were to be delayed. Project Engineer Kyle Dykes informed the Board that he was not aware of any time limitation attached to FEMA's participation in the Ashmore Drainage Channel Improvement Project.

QUESTIONS AND ANSWERS WITH REPRESENTATIVES OF SOLID BRIDGE CONSTRUCTION

Chairman Mark Whatley asked Solid Bridge Construction representatives Vance Bridges and Jessie Seal about their experience doing similar work to the proposed Ashmore Drainage Channel Improvements and their confidence in the project. Vance Bridges and Jessie Seal with Solid Bridge Construction informed the Board that their application includes Solid Bridge Construction taking on all liability associated with the slope stabilization portion of the project and that they are confident in their firm's ability to successfully execute this contract.

Corporation Member Jason Trimble asked Solid Bridge Construction representatives Vance Bridges and Jessie Seal about what would constitute an unknown meriting a change order to the proposed contract. Solid Bridge Construction representatives Vance Bridges and Jessie Seal informed the Board that a failure with the far side of the wall of the Ashmore Channel would constitute a change order were such an event to happen.

PRESENTATION BY REPRESENTATIVES OF SOLID BRIDGE CONSTRUCTION

On request by Chairman Mark Whatley, Representatives of Solid Bridge Construction presented to the Board on the proposed Ashmore Drainage Channel Improvements including what in their words the project would encompass. Following this presentation the Representatives of Solid Bridge Construction were thanked for their time and dismissed from the Tyler One-Half Cent ($\frac{1}{2}\%$) Sales Tax Board Meeting to allow the Board to discuss the proposed contract for the Ashmore Drainage Channel Improvements Project.

DISCUSSION ON THE PROPOSED CONTRACT FOR THE ASHMORE DRAINAGE CHANNEL IMPROVEMENTS PROJECT

The Board discussed the proposed contract for Ashmore Drainage Channel Improvements. City Manager Edward Broussard informed the Board that he believed KSA's decision to decline endorsing Solid Bridge Construction for this project was a decision made to mitigate KSA's liability in the event that anything were to go wrong with the Ashmore Drainage Channel Improvements.

The Board discussed whether the Ashmore Drainage Channel Improvement Project should be rebid as KSA had recommended or if the Board should vote to enter into a contract with Solid Bridge Construction for the project.

3. CONTRACT FOR ASHMORE DRAINAGE CHANNEL IMPROVEMENTS PROJECT TO SOLID BRIDGE CONSTRUCTION FOR \$1,737,654.00.

On Motion by Corporation Member Chris Simons, seconded by Corporation Member Ralph Caraway and carried by 100% of the vote, the Tyler One-Half Cent ($\frac{1}{2}\%$) Sales Tax Board approved authorizing funding a contract for the Ashmore Drainage Channel Improvements to Solid Bridge Construction in the amount of \$1,737,654.00.

4. CITY ENGINEER'S REPORT – STATUS OF HALF CENT SALES TAX PROJECTS UNDER CONSTRUCTION

City Engineer Carter Delleney provided the Board with an update of the Half Cent Sales Tax major projects.

- Bergfeld Park Amphitheater
- Palace 26th and Grand
- Legacy Trails Project
- Runway Enhancement Programs 2 and 3

On request by Chairman Mark Whatley City Manager Edward Broussard provided the Board a breakdown of the recent months of Sales Tax revenue with any context he could provide.

No Action Required

5. **ADJOURNMENT**

Meeting was adjourned at 4:53 pm.



**CITY OF TYLER
HALF CENT SALES TAX BOARD
COMMUNICATION**

Date: March 22, 2017

Subject: Request that the Half Cent Sales Tax Board consider funding an amendment to the agreement with Adams Engineering for design of the Courtney Miller Drainage Project for an additional \$30,000.00.

Page: 1 of 2

Item Reference: C-A-2, 5/10/2006

The Courtney Miller Drainage project has been on the Half Cent Sales Tax project list for over 20 years. In 2006 Adams Engineering was commissioned to study the problem and design a solution. The project has experienced delays multiple times due to easement acquisition and funding constraints.

The construction plans were originally signed and sealed in 2011. However, additional services are needed at this time for Adams to address the ever changing environmental regulations and finalize the bid package. The proposed amendment includes additional engineering design, bid phase services, and environmental permitting services, and updates the eleven (11) year old hourly rate schedule to today's rates. See Attachment A for details of the proposed amendment.

The original contact amount is \$33,445 and included survey, study, design, permitting, and limited construction phase services. The proposed amendment adds scope and fee to each item as necessary to complete the design phase and bid the project out. Another amendment is anticipated in order to cover construction phase services at the award of the construction phase.

FUNDING: Half Cent Sales Tax

RECOMMENDATION:

It is recommended that the Half Cent Sales Tax Board fund an amendment to the agreement with Adams Engineering for design of the Courtney Miller Drainage Project for an additional \$30,000.00.

ATTACHMENTS:

1. Exhibit A – Scope of Services, Amend. 1
2. Exhibit B – Location Map

Drafted/Recommended By:
Department Leader

A handwritten signature in black ink, appearing to read "C. Delleney", enclosed within a thin black rectangular border.

Carter Delleney, P.E. City Engineer

Edited/Submitted By:
City Manager



**CITY OF TYLER
HALF CENT SALES TAX BOARD
COMMUNICATION**

Date: March 14, 2017

Subject: Request that the Half Cent Sales Tax Board consider recommending the support of a Resolution by City Council authorizing the Transportation Alternative Set-Aside Program (TA Set-Aside) grant application for the City of Tyler BikeStripe project to be filed with the Texas Department of Transportation, and committing the local matching funds.

Page: 1 of 1

Item Reference:

The federally funded TA Set-Aside provides opportunities to expand transportation choices and enhance the transportation experience as outlined in 43 Texas Administrative Code (TAC) 11.300-11.317 and 16.153-16.154. Allowable projects include striping of bike lanes for bicyclists and other non-motorized forms of transportation.

TxDOT has issued the 2017 TA Set-Aside Call for Candidate Projects, which is limited to eligible project sponsors in nonurban areas (population < 200,000). Up to 80 percent of the construction cost is eligible for reimbursement by federal and state funds.

Total estimated eligible construction cost:	\$1,000,000
City portion of eligible cost:	\$230,000
City expense for non-eligible costs:	\$150,000

The total City participation is estimated not to exceed \$380,000. In order to apply for grants to fund these projects, the City must adopt a Resolution authorizing the applications and committing the local match funds if the funds are approved for the City of Tyler.

FUNDING: Half Cent Sales Tax Fund

ATTACHMENTS:

1. Resolution

RECOMMENDATION:

It is recommended that the that the Half Cent Sales Tax Board recommend the support of a Resolution by City Council authorizing the Transportation Alternative Program (TA Set-Aside) grant application for the City of Tyler BikeStripe project to be filed with the Texas Department of Transportation, and committing the local matching funds.

Drafted/Recommended By:
Department Leader

Carter Delleney, P.E. City Engineer

Edited/Submitted By:
City Manager



**CITY OF TYLER
HALF CENT SALES TAX BOARD
COMMUNICATION**

Date: March 14, 2017

Subject: Request that the Half Cent Sales Tax Board consider authorizing City staff to advertise for bids for the construction of the 2017 Asphalt Enhancement Program.

Page: 1 of 1

Item Reference:

The Engineering Department, in conjunction with the Street Department, has completed a visual inspection of all streets with the lowest PCI ratings. The PCI is a number calculated by a pavement management software program; the higher the number, the better the condition of the street. Numbers range from 0 to 100, with 100 indicating a new or newly overlaid street.

Streets needing to be overlaid were identified and will be included in this year's asphalt enhancement program. This project will also include edge milling on all streets with curb and gutter. Additions to this year's program include long and short line striping for the Traffic Department and pavement repair for a waterline replacement within the project limits.

The Half Cent Sales Tax Program has allotted \$3,000,000 for this program. A list of the proposed streets needing improvement is attached. This list is subject to change based on the unit prices provided at the time of bidding.

Funding: HALF CENT

RECOMMENDATION:

It is recommended that the Half Cent Sales Tax Board authorize City staff to advertise for bids for construction of the 2017 Asphalt Enhancement Program.

ATTACHMENTS:

1. List of streets for 2017 Asphalt Enhancement Program
2. Map of streets for 2017 Asphalt Enhancement Program

Drafted/Recommended By:

Department Leader

Carter Delleney, P.E. City Engineer

Edited/Submitted By:

City Manager