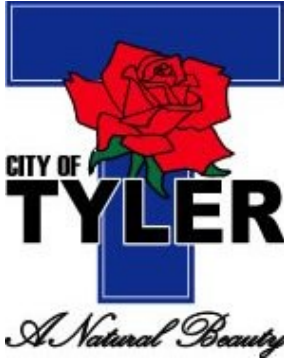


# HALF CENT SALES TAX CORPORATION MEETING



**TUESDAY, NOVEMBER 8, 2016  
4:00 PM  
TYLER DEVELOPMENT CENTER  
LARGE CONFERENCE ROOM  
423 W. FERGUSON  
TYLER, TEXAS**

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**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.

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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.***

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## AGENDA

1. Call meeting to order and establish a quorum.
2. Consider approval of Minutes: October 11, 2016.

3. Request that the Half Cent Sales Tax Board consider the final Reconciliation Change Order between Reynolds & Kay, Ltd and Tyler Pounds Regional Airport for the 2014 Runway 4-22 Rehabilitation Project 1 at Tyler Pounds Regional Airport.

4. Request that the Half Cent Sales Tax Board consider accepting a proposal from Baker & Reid Company to make emergency repairs to the existing 60' long pedestrian bridge along the South Tyler Trails in an amount not to exceed \$62,808.

5. City Engineer's Report on the status of Half Cent Projects, and the Half Cent 10-year Capital Improvement Projects Forecast.

6. Adjourn.

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### CERTIFICATE OF POSTING

This is to certify that on \_\_\_\_\_, **2016 at 5:30 p.m.**, the above notice of meeting was posted @ City Hall.

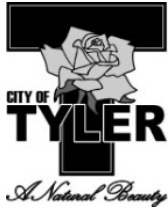
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### CERTIFICATE OF POSTING

This is to certify that on \_\_\_\_\_, **2016 at 8:00 a.m.**, the above notice of meeting was posted @ Tyler Development Center.

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**MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS OF THE  
TYLER HALF CENT SALES TAX CORPORATION, INC.  
CITY OF TYLER, TEXAS  
OCTOBER 11, 2016**

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, October 11, 2016 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 Walter Wilhelm Ralph Caraway Eloyce Green
City Engineer:	Carter Dellene, P.E.
City Manager:	Edward Broussard
Administrative Assistant to Traffic & Engineering Department:	Samuel Brady
Project Engineer:	Adrienne Leach
Airport Manager:	Davis Dickson
City Council Member:	Linda Sellers
Tyler Newspaper Reporter:	Faith Harper

**1. PUBLIC MEETING OPENED**

Chairman, Mark Whatley established a quorum.

**2. APPROVAL OF MINUTES – September 13, 2016**

On motion by Corporate Member Eloyce Green, seconded Corporation Member Chris Simmons, and carried unanimously, the Tyler One-Half Cent ( $\frac{1}{2}\phi$ ) Sales Tax Corporation, Inc., approved the minutes of the September 13, 2016 meeting.

**PRESENTATION BY DAVIS DICKSON**

The Airport Manager Davis Dickson presented to the Board on the proposed Instrument Landing System Relocation of the Runway 4/22 Rehabilitation Project at Tyler Pounds Regional Airport.

**3. DESIGN SERVICES FOR INSTRUMENT LANDING SYSTEM RELOCATION**

On Motion by Corporation Member Chris Simmons, seconded by Corporation Member Brian Brandt and carried by 100% of the vote, the Tyler One-Half Cent (½¢) Sales Tax Board approved funding the 10% local share in the amount of \$16,500 of Work Order No. 9 with Wisenbaker, Fix and Associates for engineering and design services for the Instrument Landing System Relocation of the Runway 4/22 Rehabilitation Project at Tyler Pounds Regional Airport which is 90% FAA Grant Funded.

#### **PRESENTATION BY CARTER DELLENEY**

City Engineer Carter Delleney presented on the Cumberland Road Extension Project showing the Board the total amount spent on the project and demonstrating the roads current capabilities and use. The proposed final acceptance and release of retainage would close out this completed project.

#### **4. FINAL ACCEPTANCE AND RELEASE OF RETAINAGE TO LONGVIEW BRIDGE AND ROAD, TLD. FOR THE CUMBERLAND ROAD EXTENSION PROJECT**

On Motion by Corporation Member Brian Brandt, seconded by Corporation Member Ralph Caraway and carried by 100% of the vote, the Tyler One-Half Cent (½¢) Sales Tax Board approved final acceptance and release of retainage in the amount of \$430,468.93 for a final contract amount of \$17,295,143.93 to Longview Bridge & Road, Ltd. For the Cumberland Road Extension Project.

#### **PRESENTATION BY ADRIENNE LEACH**

Project Engineer Adrienne Leach presented to the Board a proposed pavement condition survey and management services by Dynatest North America. This pavement survey would be compared to the previous pavement condition survey conducted in 2013 to help determine street conditions, rates of deterioration, and to prioritize resources on street maintenance and repairs.

#### **5. ENGINEERING SERVICES TO PROVIDE A PAVEMENT CONDITION SURVEY AND MANAGEMENT SERVICES**

On Motion by Corporation Member Ralph Caraway, seconded by Corporation Member Chris Simmons and carried by 100% of the vote, the Tyler One-Half Cent (½¢) Sales Tax Board approved authorizing funds for a contract with Dynatest North America, Inc. for engineering services to provide a pavement condition survey and management services for a total contract amount of \$143,800.

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

Carter Delleney, City Engineer provided the Board with an update of Half Cent Sales Tax major projects and provided the Board with a report about how many projects each Project Manager in Engineering is currently working on.

On request from City Council Member Linda Sellers, City Engineer Carter Delleney provided the Board with an update on the Ashmore Drainage situation.

No Action Required.

7. **ADJOURNMENT**

Meeting was adjourned at 4:52 pm.



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

**Date:** November 8, 2016

**Subject:** Request that the Half Cent Sales Tax Board consider the final Reconciliation Change Order between Reynolds & Kay, Ltd and Tyler Pounds Regional Airport for the 2014 Runway 4-22 Rehabilitation Project 1 at Tyler Pounds Regional Airport.

**Page:** 1 of 2

**Item Reference:** FAA AIP Project No. 3-48-0215-35-2014; Reconciliation Change Order

On September 24, 2014, the City of Tyler awarded 2014 Runway 4-22 Rehabilitation Project 1, at Tyler Pounds Regional Airport, to Reynolds & Kay, Ltd., for a total construction project cost of \$8,625,463.30.

The amended final construction project cost is \$8,423,030.32 (\$202,432.98 under budget). A reconciliation change order was submitted by Reynolds & Kay, Ltd, stating the decrease in final construction project cost, and increasing contract completion time by 117 calendar days due to weather and additional work items.

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<b><u>Contract Cost Detail:</u></b>	<b><u>Amount:</u></b>
Construction Contract Amount	\$8,625,463.30
Final Contract Amount	\$8,423,030.32
<b>Decrease</b>	<b>\$ 202,432.98</b>

<b><u>Final Funding:</u></b>	<b><u>Amount:</u></b>
FAA Funding from Grant 35 (90%)	\$7,580,727.29
Local Funds from the Half Cent Sales Tax Fund (10%)	\$842,303.03
<b>Total</b>	<b>\$8,423,030.32</b>

On August 18, 2014, the Airport Advisory Board unanimously recommended approval of award to Reynolds & Kay, Ltd. On October 14, 2014, the Half Cent Sales Tax Board approved funding the local match in an amount not to exceed \$862,546.33. On September 24, 2014, the City Council approved the award to Reynolds & Kay, Ltd, not to exceed \$8,625,463.30.

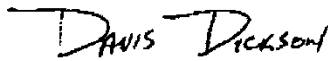
**RECOMMENDATION**

It is recommended that the Half Cent Sales Tax Board consider the final Reconciliation Change Order between Reynolds & Kay, Ltd and Tyler Pounds Regional Airport for the 2014 Runway 4-22 Rehabilitation Project 1 at Tyler Pounds Regional Airport .

**Attachments:**

1. KSA Reconciliation Change Order

**Drafted/Recommended By:**  
**Department Leader**

A handwritten signature in black ink that reads "DAVIS DICKSON". The letters are in all caps and have a cursive, slightly slanted appearance.

**Davis Dickson, Airport Manager**



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

**Date:** November 8, 2016

**Subject:** Request that Half Cent Sales Tax Board consider accepting a proposal from Baker & Reid Company to make emergency repairs to the existing 60' long pedestrian bridge along the South Tyler Trails in an amount not to exceed \$62,808.

**Page:** 1 of 1

**Item Reference:**

Earlier this year an approximately 24 inch diameter Pin Oak Tree fell onto an existing 60' Long x 15'6" Wide steel pedestrian bridge along the South Tyler Trail System, the first bridge south of Rieck Road. The bridge was fabricated in 2008 by Echo Bridge, Inc. of Pine City, NY and installed that year by Reid Construction, Inc. of Tyler, TX, working under the general contract of Reynolds and Kay, Ltd.

Upon performing a site investigation of the damaged bridge and reviewing multiple options, staff along with the Reid Construction and their Engineer feel that the existing structure can be repaired in place. A set of emergency repair construction plans will be developed, signed and sealed by their Professional Engineer. Once these plans are approved by the City, the emergency repairs as outlined in the attached proposal will be initiated. Reid was able to provide a very quick turnaround for this repair.

Additionally, the City will likely receive an insurance check for the bridge in the amount of \$20,000. However, the insurance company is reviewing the claim and staff will forward to Council additional information as the claim is processed. The adjuster is visiting the site the week of October 31, 2016.

**RECOMMENDATION:** It is recommended that the Half Cent Sales Tax Board accept a proposal from Baker & Reid Company to make emergency repairs to the existing 60' long pedestrian bridge along the South Tyler Trails in an amount not to exceed \$62,808.

**ATTACHMENTS:**

1. Baker & Reid Proposal

**Drafted/Recommended By:**

**Stephanie Franklin, MPA  
Managing Director of Culture, Recreation and Tourism**