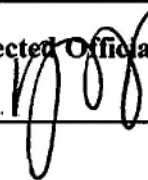


AGENDA PLACEMENT FORM

(Submission Deadline – Monday, 5:00 PM before Regular Court Meetings)

Date: May 20, 2024
Meeting Date: May 28, 2024
Submitted By: Jennifer VanderLaan
Department: Public Works
Signature of Elected Official/Department Head:


Court Decision:
This section to be completed by County Judge's Office



May 28, 2024

Description:
Update on Master Thoroughfare Plan and Potential for a Road Bond Program
Motion: to move forward with Freese & Nichols

(May attach additional sheets if necessary)

Person to Present: Jennifer VanderLaan

(Presenter must be present for the item unless the item is on the Consent Agenda)

Supporting Documentation: (check one) PUBLIC CONFIDENTIAL
(PUBLIC documentation may be made available to the public prior to the Meeting)


Estimated Length of Presentation: 10 minutes

Session Requested: (check one)
 Action Item Consent Workshop Executive Other _____

Check All Departments That Have Been Notified:
 County Attorney IT Purchasing Auditor
 Personnel Public Works Facilities Management

Other Department/Official (list) Engineering

Please List All External Persons Who Need a Copy of Signed Documents
In Your Submission Email

TO: Jennifer Vanderlaan, Director
CC: Commissioners Court
FROM: Chris Bosco, P.E. 
SUBJECT: Johnson County Bond Program Planning
DATE: May 20, 2024

The purpose of this memo is to summarize a scope and fee amendment to the County Thoroughfare Plan that will complete the planning phase by incorporating the development of a transportation bond program. The County Thoroughfare Plan highlighted many opportunities that now need to be evaluated and packaged together to advance forward. The scope will include the following major milestones:

- Program Planning
- Stakeholder Collaboration and Meetings
- Public Communication and Education
- Final Documentation

The following summarizes the detailed scope for each of the major milestones

Program Planning – FNI will hold preliminary meetings with each of the County Commissioners and Cities to vet the opportunities identified in the County Thoroughfare Plan as well as to consider any other applicable opportunities. Potential projects will be chosen from the opportunities identified. For each project potential project, a project fact sheet will be created that includes a GIS exhibit, cost estimate and relevant facts for consideration. The various stakeholders in the planning phase will use the project fact sheets to evaluate those projects for inclusion into a transportation bond program. This will be done concurrently with the Stakeholder Collaboration and Meetings, incorporating their feedback in an iterative process.

Stakeholder Collaboration and Meetings – To provide stakeholders with relevant information and gain continual feedback from them, we will plan on holding regular meetings with County staff, conducting two meetings with the Thoroughfare Plan Steering Committee, providing monthly court updates, and facilitating funding partnership meetings with TxDOT and NCTCOG.

Public Communication and Education – Once the Commissioners Court calls for a transportation bond election for November 2024, we will begin developing educational materials for public communication. The educational materials will include developing a website, preparing information for news releases, preparing a bond program flyer, and responding to questions and comments regarding the proposed transportation bond program.

We will also work with Red Productions, Inc. to develop a social media strategy aimed at educating the public about the transportation bond program. This will primarily involve the development of videos. The creative approach and content strategy for each video involves crafting scripts, conceptualizing ideas, and establishing timelines for County approval. Once approved, our team will create a

comprehensive video lasting approximately 2 to 3 minutes, along with up to six shorter videos lasting approximately 15 to 30 seconds each.

We will use the materials developed to deliver educational presentations (up to 5) to key stakeholder groups countywide, including stakeholder groups, chambers of commerce, and City Councils. Prior to the election, we will create and distribute a bond program flyer.

Final Documentation – Following the November bond election, we will compile a final program report for court acceptance. This report will encompass a program write-up summarizing the development and communication efforts, the final project prioritization list with corresponding fact sheets, presentation materials, newspaper articles, and the bond election results.

Fee Summary – The proposed fee (shown below) for the County Thoroughfare Plan amendment, as outlined above, amounts to **\$112,310**. Additionally, the schedule for the proposed bond program planning is provided as an attachment.

Category	Work Description	Proposed Contract Amendment
Planning Services	Program Planning	\$36,080
	Stakeholder Collaboration and Meetings	\$18,200
	Public Communication and Education*	\$54,650*
	Final Documentation	\$3,380
	Total Amendment #1:	\$112,310

*Note: the social media campaign and development of videos is \$36,420 of this fee

Johnson County

Transportation Bond Program Planning Schedule

ID	Task Name	Duration	Start	Finish
1	Bond Program Planning	161 days	Mon 3/25/24	Mon 11/4/24
2	Court Meeting (Bond Program) General Discussion	0 days	Mon 3/25/24	Mon 3/25/24
3	Steering Committee Meeting	0 days	Fri 4/12/24	Fri 4/12/24
4	Court Meeting (Approval and Kickoff)	0 days	Tue 5/28/24	Tue 5/28/24
5	1.0 Projects Identification	25 days	Tue 5/28/24	Mon 7/1/24
6	Meetings with Commissioners (County Project Needs)	10 days	Tue 5/28/24	Mon 6/10/24
7	County Staff & Steering Committee Meeting No. 1	5 days	Tue 6/11/24	Mon 6/17/24
8	Project Scoping, Concepts, Estimates	10 days	Tue 6/18/24	Mon 7/1/24
9	Milestone (Initial Project List)	0 days	Mon 6/24/24	Mon 6/24/24
10	Court Meeting (Project & Financial Update)	0 days	Mon 6/24/24	Mon 6/24/24
11	2.0 Project Evaluation	20 days	Mon 6/24/24	Mon 7/22/24
12	Meetings with Commissioners (Update Project List)	10 days	Mon 6/24/24	Fri 7/5/24
13	County Staff & Steering Committee Meeting No. 2	5 days	Mon 7/8/24	Fri 7/12/24
14	TxDOT & NCTCOG Coordination Meetings	10 days	Mon 7/8/24	Fri 7/19/24
15	Court Meeting (Program Presentation)	0 days	Mon 7/22/24	Mon 7/22/24
16	Bond Election	61 days	Mon 8/12/24	Mon 11/4/24
17	Court Meeting (Court Approval of Bond Election)	0 days	Mon 8/12/24	Mon 8/12/24
18	Last Day to Call Election for Bond Program	0 mons	Tue 8/13/24	Tue 8/13/24
19	Election Communication	60 days	Tue 8/13/24	Mon 11/4/24
20	Make Presentations to Key Groups (Chamber Meetings, etc.)	60 days	Tue 8/13/24	Mon 11/4/24
21	Early Voting	10 days	Mon 10/21/24	Fri 11/1/24
22	Election Day	0 days	Mon 11/4/24	Mon 11/4/24

