

Capital Improvements Plan Advisory Committee

May 18, 2022

6:00 p.m.

Carrollton Municipal Court Community Room

Minutes

A meeting of the Capital Improvements Plan Advisory Committee (CIPAC) was held on Wednesday, May 18th, 2022, at Carrollton Council Briefing room.

Members Present:

Barbara McAninch

Chairperson

Greg Kramer

Vice Chairperson

Karim Ali

Neil Anson

Caryl Meeks

Isam Abousaid

Library Board

Suzanna Dooling

Parks and Recreation Board

Jeffrey Wheeler

Carrie Cunningham

Debbie Hughey

Traffic Advisory Committee

Rajab Ali

Members Absent:

Jason Carpenter

Planning and Zoning Commission

Others in Attendance:

Rusty Pendleton

City Council

Crystal Davis

Assistant City Manager

Diana Vaughn

Chief Financial Officer

Claudia Gallegos

City Treasurer

Elise Loftis

Senior Accountant

Carmella Flemming

Administrative Support Specialist

Jonathan Wheat

Director of Engineering - Staff Liaison

Andrew Combs

Capital Improvements Project Manager

Melissa Everett

Director of Finance

Cory Heiple

Environmental Services Director

Scott Whitaker

Parks and Recreation Director

Michael Thompson

Chief Fire

Kevin Pike

Public Works Manager – Streets

Jody Byerly

Public Works Director

Joshua Cohron

PW Manager Water

Rick Vaughn

Assistant Fire Chief

Victor Hou

Senior Civil Engineer

Jon Bunner

Senior Civil Engineer

Emily Busby

Senior Civil Engineer


CIPAC Minutes

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1. The meeting of the Capital Improvements Plan Advisory Committee (CIPAC) was called to order by Chairperson Barbara McAninch at 6:35pm.
2. Barbara McAninch moved for approval of the April 20, 2022, meeting minutes. Greg Kramer moved for approval of the minutes as written and Karim seconded. It was unanimously approved.
3. Jonathan Wheat, Director of Engineering, presented the bond review dates and explained the bond project prioritization.
4. Claudia Gallegos, Treasure Manager, explained to the Committee how the bond projects prioritized and must be attached to the meeting minutes as a record of the recommendations of the committee.
5. Barbara McAninch, Chairperson, reminded all that the final list of the projects, which go to Council for approval, must be attached to the meeting minutes as a record of the recommendations of the committee. She also asked for a yearly report to be shared with the Committee showing total expenditure per projects and what project was completed or not.
6. Gallegos explained the debt and bond projections and that it is planned to leave an extra amount on contingency for projects to be completed. Gallegos also explained that projections are built in a way that include inflation.
7. Diana Vaughn, Chief Financial Officer, explained about the budget process, what is included other than bond funds and how Council appropriates those funds throughout the City.
8. Scott Whitaker, Director of Parks and Recreation, explained to the Committee what his team will advocate for to council and that it will include both TC Rice and Perry Museum.
9. Andrew Combs, Capital Improvements Project Manager, provided an overview of the status of projects.
10. Wheat reviewed the CIPAC recommendation and McAninch reviewed the prioritization of projects. The CIPAC recommendation was finalized and is attached.
11. Vaugh explained about the funds allocated to sidewalks.
12. Melissa Everett, Director of Finance, provided the dates for the budget deliberations and access budget.
13. The next meeting was scheduled for Wednesday, August 31st, 2022, at the Environment Room at the Josey Ranch Library. Gallegos explained that staff cannot advocated for any items related to the bond election, but they will facilitate a meeting for the Committee can act as an ambassador to foster votes for the bond election. On that day, the City Secretary will be at the August 31st meeting to provide the rules.
14. Barbara McAninch adjourned the meeting at 8:08 p.m.

Respectfully Submitted,



Chairperson



Staff Liaison

CIPAC Recommendation

Fiscal Year 2023 Budget

The mission of the Capital Improvements Projects Advisory Committee is to review the multi-year capital spending schedule for the City, make recommendations to the City Council on the most effective and efficient use of capital funds, and communicate to the community by informing citizens through periodic progress reports with enhanced use of the City's website. As a general rule, the highest priority should be given to completing the projects approved previously in City bond elections. Exceptions are those projects that due to lack of right-of-way, permitting, sequencing or other delays cannot be completed before other projects that were approved later. When debt capacity changes occur, projects previously approved by the voters can be moved up or delayed using the priorities set by the City Council's strategic goals and related planning documents considering logical sequencing of projects and the ability of City staff to effectively administer the projects. Outside funding sources, such as funding from the State or Counties, should be utilized whenever possible, realizing that this may result in the reprioritization of projects as outside funding becomes available. Sound financial policies as adopted by the City Council, including an ad valorem tax ratio of 60% to operations and 40% to debt service, should be followed.

The attached project plan represents the capital spending recommendations for the upcoming fiscal year and current voter-approved projects scheduled for future years.

Additional specific recommendations are as follows:

Funding Recommendations

Any additional surplus, year-end non-recurring funds should be used towards the following programs in priority order:

- 1) **Sidewalks**
- 2) **Residential Street Lights**
- 3) **Alleys**
- 4) **Intersection Improvements**

Note: Once a recommendation is accepted by City Council, it will not be carried forward to the next year.

Bond Project Summary

Bond Totals		
Total	\$ 134,950,000	100%
Infrastructure	\$ 102,450,000	76%
Parks & Facilities	\$ 32,500,000	24%

Type Summary	
Traffic	\$ 5,500,000 5%
Residential	\$ 53,575,000 52%
Collector	\$ 14,325,000 14%
Arterial	\$ 29,050,000 28%
Parks	\$ 18,900,000 58%
Public Safety	\$ 8,800,000 27%
Envir. Serv.	\$ 4,800,000 15%

Regional Summary			
ALL	\$ 5,500,000	W	\$ 2,525,000
NW	\$ 42,425,000	NE	\$ 22,725,000
SW	\$ 9,775,000	SE	\$ 19,500,000

Infrastructure Projects									
Priority	Project	2017 Average PCI	Projected Total Cost	Region	Map Note	Total LF	Type	Included	Notes
1	Windmill Hill	56.00	\$ 8,125,000	NW	R1	12,466	Residential	Y	Multiple water and wastewater issues, high call volume.
2	Webb Chapel Rd	44.27	\$ 3,075,000	SE	AC1	1,981	Arterial	Y	Gateway to Belt Line
3	Francis Perry*	49.04	\$ 4,200,000	SW	R2	6,171	Residential	Y	E/W streets only, N/S have previously been completed
4	Country Villas	48.34	\$ 3,525,000	SE	R3	5,140	Residential	Y	Clay Sewers and some Water line Replacements.
5	Rollingwood Estates(1 Section)	44.26	\$ 9,525,000	NE	R6	14,173	Residential	Y	Clay Sewers, Base Failure, multiple sections can no longer be Milled and Overlayed. Originally concrete streets
6	Hutton Dr	57.36	\$ 2,525,000	W	AC11	2,135	Arterial	Y	Crosby to Belt Line
7	Crooked Creek Dr	63.92	\$ 2,500,000	NW	AC3	3,793	Collector	Y	McCoy to Woodbury
8	Cemetery Hill Rd	58.96	\$ 2,450,000	NW	AC4	3,695	Collector	Y	McCoy to Frankford
9	Mc Coy Rd	59.29	\$ 3,075,000	NW	AC5	3,790	Collector	Y	Trinity Mills to Cemetery Hill
10	Traffic Signals		\$ 1,500,000	ALL			Traffic	Y	
11	Turn Lanes		\$ 500,000	ALL			Traffic	Y	
12	Arterial Streetlights		\$ 1,500,000	ALL			Traffic	Y	
13	Intersection Improvements		\$ 1,500,000	ALL			Traffic	Y	
14	Residential Streetlights		\$ 500,000	ALL			Traffic	Y	
15	Rosemeade Pkwy E	58.14	\$ 9,000,000	NW	AC6	7,860	Arterial	Y	Old Denton to Josey; Streetlights
16	Frankford Rd W	58.14	\$ 5,150,000	NW	AC7	3,328	Arterial	Y	Dickerson to Old Denton
17	Frankford Rd W	59.95	\$ 9,300,000	NW	AC8	6,808	Arterial	Y	West End to Dickerson
18	EW Brake	58.31	\$ 5,250,000	SW	R8	7,809	Residential	Y	
19	Countryside	52.95	\$ 8,675,000	NE	R9	12,942	Residential	Y	Clay sewers, some water line work.
20	Woodlake 4	51.89	\$ 3,100,000	NE	R10	4,896	Residential	Y	Clay sewers.
21	Brianwyck	63.17	\$ 11,175,000	SE	R7	16,889	Residential	Y	Some Clay Sewers, Waterline work.
22	Peters Colony Rd E	57.95	\$ 2,825,000	NW	AC9	3,835	Collector	Y	Standridge to Josey
23	Metrocrest Dr	36.73	\$ 1,725,000	SE	AC10	2,697	Collector	Y	Belt Line to Country Club
24	Old Mill Rd	56.69	\$ 1,425,000	NE	AC2	2,343	Collector	Y	Cliffbrook to Kelly
25	Burning Tree Ln	48.40	\$ 325,000	SW	AC13	664	Collector	Y	Broadway to Pleasant Run
26	Randolph St	29.20	\$ 725,000	SW	AC14	1,240	Collector	B1	Broadway St to School
27	Perry Rd S	54.98	\$ 1,125,000	SW	AC15	1,861	Collector	B2	Pleasant Run to Crosby
28	Standridge Dr	58.13	\$ 1,550,000	NW	AC16	2,051	Collector	B3	Frankford to Peters Colony
29	Summerfield	53.27	\$ 2,675,000	SE	R5	4,196	Residential	B4	Some water and sewer work.
30	Summertree	52.29	\$ 9,275,000	SE	R12	13,349	Residential	N	Clay sewers
31	Copperwood	53.92	\$ 7,200,000	SE	R11	11,016	Residential	N	Clay sewers.
32	College Ave W		\$ 5,000,000	W	AC12	3,857	Collector	N	Luna to Broadway; Build connector to Luna
33	Park Terrace	58.77	\$ 6,800,000	SW	R4	9,342	Residential	N	

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Parks & Facilities Projects					
Priority	Project	Projected Total Cost	Type	Included	Notes
1	Fire Station Replacement	\$ 8,800,000	Public Safety	Y	Fire Station 5.
2	Rosemeade Rec Center	\$ 7,300,000	Parks	Y	Additional funding for elevated track, gymnastics, storage, e-sports, and master plan
3	Oak Creek Tennis Center	\$ 5,100,000	Parks	Y	4 new courts, 6 pickleball courts, new meeting/shower/RR bldg, renovate exist bldg, & expand parking
4	Mcinnish Athletic Complex	\$ 1,800,000	Parks	Y	Replace field #16 (soccer/football) with synthetic turf
5	Animal Services	\$ 4,800,000	Envir. Serv.	Y	8.3 Million Original Expansion to include surgcl clinic, 2-3 offices, and breakroom
6	A.W. Perry Museum	\$ 4,700,000	Parks	Y	Replace wood frame barn with a venue suitable for 100-150 people
7	TC Rice Complex	\$ 6,400,000	Parks	N	Phase 1: General site prep, nature play area, and activity meadow
8	Trails	\$ 4,000,000	Parks	N	Continue implementation with updated Trails Master Plan
9	Downtown Dog Park	\$ 520,000	Parks	N	New dog park in an unspecified location accessible to downtown area (does not include land cost)
10	Pickle Ball Courts	\$ 850,000	Parks	N	Outdoor pickle ball courts at nspecified locaion (6 Courts)

Updated 2022 Bond Election Schedule

Date	Time	Type	Description
May 18, 2022	6:30 PM	CIPAC Meeting	Prioritize Projects & Discuss FY23 CIPAC Recommendations
July 12, 2022	5:30 PM	City Council Worksession	CIPAC Presentation and Proposition Review
July 26, 2022	5:30 PM	City Council Worksession	Follow-Up Questions and Proposition Review
August 16, 2022	5:30 PM	City Council Consent Agenda	2022 Bond Election Call and Ordinance Adoption
August 31, 2022	6:30 PM	CIPAC Meeting	Election Call Information - Main Library - Environmental Classroom
November 8, 2022	TBD	Election	Bond Election