

Capital Improvements Plan Advisory Committee
City Hall – Council Briefing Room
1945 E. Jackson Road, Carrollton, TX 75006
March 22, 2023, 6:30 P.M.

Minutes

A Capital Improvements Plan Advisory Committee (CIPAC) meeting was held on Wednesday, March 22, 2023, at the Carrollton City Hall in the Council Briefing Room.

Members Present:

Karim Ali	Chairperson
Neil Anson	
Caryl Meeks	
Jean Litzler	
Rick McKinstry	
Tim Cope	


Other Attendees:

Nancy Cline	City Council
Debbie Hughey	TAC
Jonathan Wheat	Engineering
Victor Hou	Engineering
Emily Busby	Engineering
Isam Absousaid	Library
Stephanie Valadez	Parks & Rec
Herbert Cavenaugh	Fire Department
Claudia Gallegos	Treasury
Diana Vaughn	Finance
Melissa Everett	Finance
Gage Hartley	Finance

1. The meeting of the Capital Improvements Plan Advisory Committee (CIPAC) was called to order by Chairperson Karim Ali at 6:32 PM.
2. Ali opened the motion for approval of previous meeting's minutes, and the motion was approved unanimously.
3. Diana Vaughn, CFO, discussed the bond sale and presentation that was presented to City Council on March 21, 2023. She explained that 55-60% of all capital projects are funded through "pay-as-you-go" funding and 40-45% of capital projects are funded through debt generated via bond sales.
4. Vaughn clarified to attendees what a bond sale is in comparison to a bond election. She stated that bond sales generally happen annually and that bond elections occur every 4 – 5 years. Vaughn also stated that the upcoming bond sale will be for approximately \$29.6 million, with approximately 50% coming from the 2018 bond authorization.

5. Vaughn stated that staff have been preparing for a meeting with credit rating agencies scheduled for March 23, 2023. Vaughn explained to attendees that credit rating has an impact on debt service and interest rates. She stated that Carrollton is one of the few remaining municipalities that have maintained a AAA bond rating in the state of Texas.
6. Jonathan Wheat, Director of Engineering, gave an update of the bond allocations. He presented allocation updates to the 2018 bond program and 2022 bond program. He gave an overview on project status and explained that approximately \$14.2 million from the 2018 bond authorization will be sold in the upcoming bond sale. Attendees sought clarification on 2018 bond projects receiving funds from the upcoming bond sale. Wheat explained that funds can be allocated to similar projects as priorities change and projects progress. Ali requested that Staff look into a different way of presenting projects that were part of the 2018 bond election.
7. Emily Busby, Senior Engineer, began by giving an overview of the current construction in progress. She stated that 10 projects have been completed since January 2021, 20 are in design, 4 are going to construction, and 9 are under construction. Busby explained that each project can have multiple phases, with each phase potentially bring new challenges that can delay timelines.
8. Wheat followed with the date of the next CIPAC meeting, June 21, 2023
9. Chairperson Ali welcomed new CPIAC members, and members went around the conference table introducing themselves.
10. The CIPAC Meeting was adjourned by Chairperson Ali at 7:44 PM

Respectfully Submitted,



Chairperson



Staff Liaison

2018 Carrollton Bond Program Updates

Proposition A				
Project Examples	Estimated Cost	Bonds Secured	Bonds Unissued	Status
Street Improvements	\$ 78,010,000	\$ 63,815,000	\$ 14,195,000	
Subdivision Panel Replacements	\$ 2,500,000	\$ 1,000,000	\$ 1,500,000	Design/Const
Traffic signals	\$ 1,500,000	\$ 1,050,000	\$ 450,000	Design/Const
Turn Lane Improvemets	\$ 500,000	\$ 300,000	\$ 200,000	Design/Const
Arterial Street Lights	\$ 500,000	\$ 500,000	\$ -	Complete
Monetary Lane	\$ 1,680,000	\$ 1,680,000	\$ -	Complete
Perry Road	\$ 3,250,000	\$ 3,250,000	\$ -	Design
Main/Fourth Street	\$ 2,010,000	\$ 1,720,000	\$ 290,000	TBD
Crowley Drive	\$ 890,000	\$ 890,000	\$ -	Complete
Country Club Drive	\$ 3,270,000	\$ 3,270,000	\$ -	Design
Study lane	\$ 600,000	\$ 100,000	\$ 500,000	Design
Whitlock Lane	\$ 1,720,000	\$ -	\$ 1,720,000	TBD
Cemetery Hill Road	\$ 2,800,000	\$ 2,800,000	\$ -	Design
Jackson Road	\$ 2,130,000	\$ 230,000	\$ 1,900,000	Design
Sandy Lake Road	\$ 4,210,000	\$ 4,210,000	\$ -	Design
Myerwood	\$ 730,000	\$ 730,000	\$ -	Complete
Cromwell Drive	\$ 1,100,000	\$ 1,100,000	\$ -	Design
Northside Drive	\$ 1,590,000	\$ 1,590,000	\$ -	Design
Ridgecrest Estates	\$ 2,250,000	\$ 2,250,000	\$ -	Construction
Ridgecrest Estates Alleys	\$ 880,000	\$ 880,000	\$ -	Construction
Residential Streeets	\$ 2,130,000	\$ 655,000	\$ 1,475,000	Pre-Design
Green Valley Estates	\$ 2,000,000	\$ 2,000,000	\$ -	Complete
Green Valley Estates Alleys	\$ 270,000	\$ 270,000	\$ -	Complete
N.O.T.I.C.E. Neighborhoods				
Whitlock West	\$ 2,200,000	\$ -	\$ 2,200,000	Design
Whitlock West Alleys	\$ 260,000	\$ 260,000	\$ -	Design
Whitlock East	\$ 4,340,000	\$ 380,000	\$ 3,960,000	Design
Whitlock East Alleys	\$ 1,120,000	\$ 1,120,000	\$ -	Design
Carrollton Heights	\$ 5,690,000	\$ 5,690,000	\$ -	Design
Crosby Estates	\$ 7,630,000	\$ 7,630,000	\$ -	Construction
Crosby Estates Alleys	\$ 1,680,000	\$ 1,680,000	\$ -	Construction
Belaire Heights	\$ 1,500,000	\$ 1,500,000	\$ -	Complete
Northcrest Estates	\$ 9,230,000	\$ 9,230,000	\$ -	Complete
Northcrest Estates Alleys	\$ 610,000	\$ 610,000	\$ -	Complete
Northland Estates	\$ 3,640,000	\$ 3,640,000	\$ -	Design
Northland Estates Alleys	\$ 1,600,000	\$ 1,600,000	\$ -	Design

Proposition B				
Project Examples	Estimated Cost	Bonds Secured	Bonds Unissued	Status
Public Safety Facilities Improvements	\$ 6,250,000	\$ 5,250,000	\$ 1,000,000	
Fire Station 5 Remodel	\$ 400,000	\$ 400,000	\$ -	*Moving funds to FS 6
Fire Station 6 Remodel	\$ 400,000	\$ 400,000	\$ -	Pre-Design
Expansion & Upgrades to City Jail	\$ 3,450,000	\$ 3,450,000	\$ -	Pre-Design
Future Public Safety Facility Improvements	\$ 2,000,000	\$ 1,000,000	\$ 1,000,000	*Moving funds to FS 6

Proposition C				
Project Examples	Estimated Cost	Bonds Secured	Bonds Unissued	Status
Parks & Recreation Improvements	\$ 18,420,000	\$ 16,170,000	\$ 2,250,000	
Rosemeade Recreation Center Improvements	\$ 4,250,000	\$ 4,250,000	\$ -	Desgin Complete
Rosemeade Rainforest Aquatic Complex	\$ 4,770,000	\$ 4,770,000	\$ -	Complete
Crosby Recreation Center Improvements	\$ 1,250,000	\$ -	\$ 1,250,000	FY23/24
Downtown Trail: Crosby Rec to Farmers Branch	\$ 1,400,000	\$ 1,400,000	\$ -	Pre-Design
McInnish Sports Complex Improvements	\$ 4,250,000	\$ 3,250,000	\$ 1,000,000	Design
Woodlake Pond Enhancements	\$ 2,500,000	\$ 2,500,000	\$ -	Design

2022 Carrollton Bond Program Updates

Proposition A - Street Improvements				
Project Examples	Estimated Cost	Bonds Secured	Bonds Unissued	Status
Street Improvements	\$ 102,450,000	\$ 1,555,000	\$ 100,895,000	
Windmill Hill	\$ 8,125,000	\$ 900,000	\$ 7,225,000	Design
Webb Chapel Rd	\$ 3,075,000	\$ 330,000	\$ 2,745,000	Design
Francis Perry*	\$ 4,200,000	\$ -	\$ 4,200,000	--
Country Villas	\$ 3,525,000	\$ -	\$ 3,525,000	--
Rollingwood Estates(1 Section)	\$ 9,525,000	\$ -	\$ 9,525,000	--
Hutton Dr	\$ 2,525,000	\$ -	\$ 2,525,000	--
Crooked Creek Dr	\$ 2,500,000	\$ -	\$ 2,500,000	--
Cemetery Hill Rd	\$ 2,450,000	\$ -	\$ 2,450,000	--
Mc Coy Rd	\$ 3,075,000	\$ -	\$ 3,075,000	--
Traffic Signals	\$ 1,500,000	\$ -	\$ 1,500,000	--
Turn Lanes	\$ 500,000	\$ -	\$ 500,000	--
Arterial Streetlights	\$ 1,500,000	\$ -	\$ 1,500,000	--
Intersection Improvements	\$ 1,500,000	\$ -	\$ 1,500,000	--
Residential Streetlights	\$ 500,000	\$ -	\$ 500,000	--
Rosemeade Pkwy E	\$ 9,000,000	\$ -	\$ 9,000,000	--
Frankford Rd W	\$ 14,450,000	\$ -	\$ 14,450,000	--
EW Brake	\$ 5,250,000	\$ -	\$ 5,250,000	--
Countryside	\$ 8,675,000	\$ -	\$ 8,675,000	--
Woodlake 4	\$ 3,100,000	\$ 325,000	\$ 2,775,000	Design
Briarwyck	\$ 11,175,000	\$ -	\$ 11,175,000	--
Peters Colony Rd E	\$ 2,825,000	\$ -	\$ 2,825,000	--
Metrocrest Dr	\$ 1,725,000	\$ -	\$ 1,725,000	--
Old Mill Rd	\$ 1,425,000	\$ -	\$ 1,425,000	--
Burning Tree Ln	\$ 325,000	\$ -	\$ 325,000	--

Proposition B - Public Safety Facilities Improvements				
Project Examples	Estimated Cost	Bonds Secured	Bonds Unissued	Status
Public Safety Facilities Improvements	\$ 8,800,000	\$ -	\$ 8,800,000	
Fire Station Reconstruction	\$ 8,800,000	\$ -	\$ 8,800,000	Pre-Design

Proposition C - Parks & Rec Facilities Improvements				
Project Examples	Estimated Cost	Bonds Secured	Bonds Unissued	Status
Parks & Recreation Facilities Improvements	\$ 18,900,000	\$ -	\$ 18,900,000	
Rosemeade Rec Center	\$ 7,300,000	\$ -	\$ 7,300,000	Design Complete
Oak Creek Tennis Center	\$ 5,100,000	\$ -	\$ 5,100,000	--
McInnish Athletic Complex	\$ 1,800,000	\$ -	\$ 1,800,000	--
A.W. Perry Homestead Museum	\$ 4,700,000	\$ -	\$ 4,700,000	--

Proposition D - Animal Shelter Facilities Improvements				
Project Examples	Estimated Cost	Bonds Secured	Bonds Unissued	Status
Animal Shelter Facilities Improvements	\$ 4,800,000	\$ -	\$ 4,800,000	
Animal Shelter	\$ 4,800,000	\$ -	\$ 4,800,000	--

Proposition E - Trail Improvements				
Project Examples	Estimated Cost	Bonds Secured	Bonds Unissued	Status
Trail Improvements	\$ 2,000,000	\$ -	\$ 2,000,000	
Trails Through T.C. Rice Park	\$ 2,000,000	\$ -	\$ 2,000,000	--

CITY OF CARROLLTON - MAJOR CAPITAL IMPROVEMENT PROJECTS

		Project	Construction Cost	Start Date	Projected Finish	% Complete	Work Involved or Remaining Work
Projects Under Construction	Streets & Alleys	Crosby Estates South Street Reconstruction**	\$4,891,375	Q1 2022	Q4 2023	90%	Streets include Crosby, Fannin, Crockett, Travis, Nolan, Bowie, Austin, and alleys
		Nob Hill 1 Street Reconstruction*	\$4,779,864	Q1 2023	Q2 2024	5%	Streets include Reunion, Railroad, Haney, Spyglass, Stain Glass, and Lookout Place
		Screening Wall along Webb Chapel	\$616,054	Q1 2023	Q3 2023	0%	Screening wall along Webb Chapel Road between Belt Line Road and Gateway Lane/city limit
		Monument Sign Project	\$507,974	Q3 2022	Q2 2023	85%	Updates and/or new construction for 17 Gateway Monument Signs and 1 Wall Sign citywide
		Indian Creek Phase 1	\$675,000	Q2 2021	Q4 2021	90%	Repair of eroded areas along Indian Creek north of Hebron
	Utilities & Drainage	Denton Drive Drainage Improvements	\$1,216,030	Q1 2023	Q3 2023	10%	Closed system improvements from Northside Drive to Hutton Branch
		Josey EST Replacement***	\$5,778,000	Q1 2021	Q1 2023	95%	Replacement of 1.5 MG tank with new 2.0 MG tank. New tank in service.
		Crosby/Broadway Culvert Improvements	\$1,000,000	Q2 2021	Q4 2022	95%	Replacement of box culverts
		Don Cline Pump Station Improvements***	\$10,000,000	Q4 2022	Q4 2024	30%	Modernization & rehabilitation of city's main pump station
Going to Construction	Project		Construction Estimate	Const. To Start	Projected Finish		Work Involved
		Crosby Estates North Street Reconstruction**	\$4,960,000	Q2 2023	Q2 2024	0%	Streets include Milam Way & Circle, Sam Houston & Circle, Reagan, Crosby, and alleys
		Improvements along Hebron Parkway	\$465,000	Q2 2023	Q4 2023	0%	1,035 LF of traffic rail with sidewalk and Skyrocket Juniper along the south side of E Hebron between 1st Street and Marsh Ridge Road
		Ridgecrest Estates Phase 1**	\$2,997,048	Q1 2023	Q1 2024	0%	Street and sanitary sewer reconstruction on Hawthorne, Crest View, North Crest, West Crest, South Crest and Alleys
		Rosemeade Rec Center Gym**	\$8,000,000	Q2 2023	Q3 2024	0%	Addition of new gym, multi-purpose, esports & elevated walking track. Bids received 3/16/23
			Est. Budget	Design Complete	Expected Start	% Complete	Work Involved
		Windmill Hill Street Reconstruction 1&2#	\$12,060,000	Q4 2023	Q1 2024	30%	Delaford Dr, Cir, Pl, Ct, Brighton Dr, Mayflower Dr, Culler Pl, St, James Dr, Northview, Castille Dr, Arledge, Paxton Dr, and associated alleys
		Nob Hill 2 Street Reconstruction*	\$3,000,000	Q3 2023	Q3 2023	100%	Streets include Gold Rush, Station Place, Big Canyon, Sausalito, Turtle Rock & Indigo
		Carrollton Heights Street Reconstruction**	\$12,000,000	Q1 2023	Q2 2023	90%	N. Main, Jackson, Erie, Clint, Maryland, Warner, Baxley, Spring, Rosemont, Walnut, Oak, and associated alleys
		Duncan Heights Street Reconstruction**	\$7,500,000	Q3 2022	Q3 2022	75%	Streets include Donald, Willow, Keneipp, Cottonwood, Random, Carmen, and Northside (2 projects)
Projects in Design	Streets	Webb Chapel Street Reconstruction#	\$4,015,000	Q4 2023	Q1 2024	50%	Webb Chapel Road Reconstruction, between Belt Line Road and Gateway Lane
		Northland & Ridge Crest Estates**	\$10,000,000	Q3 2022	Q1 2024	95%	Streets include Northland, Evergreen, Greenmeadow, Greenhill, Woodcrest, Valleycrest, Millview, Hawthorne, Crest (3 projects)
		Perry Road & Country Club Drive Street Reconstruction**	\$8,200,000	Q2 2023	Q3 2023	65%	Perry Road from Walnut Ave to Ryan Ave Country Club Drive from Josey Lane to Kelly Blvd
		Sandy Lake Road Paving & Utility Improvements**	\$7,500,000	Q3 2023	Q4 2023	30%	Sandy Lake Road from PGBT to IH-35E

* 2013 Bond Election project
** 2018 Bond Election project

Projects in Design		Project Name	Cost	Started	Finished	75%	Study Lane; Cromwell Drive; Jackson Road (McCoy to Josey); Cemetery Hill Road (Peters Colony to Rosemeade Pkwy)
Utilities	Misc. Street Reconstruction 2022**		\$7,250,000	Q2 2023	Q3 2023	75%	
	Whitlock Subdivision Street Reconstruction**		\$12,557,600	Q3 2024	Q4 2024	25%	W Alan, E Alan, W Russell, E Russell, Noble, Ryan, Cottonwood, Ann, Mary, Pat, Norris, Homer, Faye, and associated alleys
	2022 Alley Replacements		\$2,550,000	Q2 2023	Q3 2023	75%	City wide alley replacements with a total of 13745 LF
	Woodlake Sec. 4 & 5#		\$10,920,000	Q3 2023	Q4 2023	50%	Woodlake sections 4&5 reconstruction, including street, alley, water, sewer and storm
	Misc. Water Line Replacements 2019***		\$2,000,000	Q3 2022	Q4 2022	100%	Replacement lines in Vantage, Trend, Venture, Really, Bell Line & Willowgate
	Misc. Water Line Replacements 2021***		\$2,800,000	Q3 2022	Q4 2022	90%	Replacement lines in Josey Ln, Rosemeade Parkway and Frankford Rd
	Misc. Water & Sewer Line Replacements 2022***		\$3,500,000	Q1 2026	Q2 2026	65%	Water Lines - Bell Line (John Connally to Marsh); Kelly Blvd (Trinity Mills to Rosemeade Pkwy); Keller Springs (Josey to RR Xing) Sewer Lines - Creek Xing NW of Auburn/Countryside; Chestnut
	Lower Dudley Branch Improvements*		\$3,000,000	2022	2022	75%	Channel improvements
	Lift Station Evaluation/Replacement 2022		\$850,000	Q3 2023	Q3 2024	70%	Replacement of pumps and electrical components at the Bellline Storm lift station and evaluation of 8 sanitary lift stations
	Detention Center Expansion & Upgrades**		\$4,450,000	Q3 2023	Q4 2023	40%	Upgrade of security control systems, infill of existing pod to increase holding capacity, misc 15 yr maint. Designer selected
Facilities	Fire Station 6 Replacement**		\$8,000,000	Q1 2024	Q2 2024	5%	Replacement of existing station. Designer selected. Reevaluating site location
	Woodlake Boardwalk & Trail Improvements**		\$800,000	2023	2023	30%	Add trail lighting, boardwalk, and water feature
		Project Name	Cost	Started	Finished		
Streets	Northcrest Estates 3 Street Reconstruction**		\$2,885,595	4/20	8/21	100%	Complete
	Woodlake #3 Alley Reconstruction***		\$1,175,100	10/20	6/21	100%	Complete
	Golden Bear Pump Station Imp***		\$1,637,000	6/20	04/21	100%	Complete
	Northcrest Estates 2 Street Reconstruction**		\$3,217,538	4/22	1/23	100%	Complete
	Northcrest Estates 1 Street Reconstruction**		\$3,249,133	3/21	1/22	100%	Complete
	A.W. Perry Street Reconstruction***		\$1,975,807	9/21	10/22	100%	Complete
	Monetary Lane**		\$1,082,411	12/20	06/22	100%	Complete
	Critical Bridge Repair on Frankford**		\$233,475	11/22	12/22	100%	Complete
	Hebron Storage Tank Fence Replacement 2021		\$336,831	5/22	8/22	100%	Complete
	City Hall Remodel***		\$1,134,000	2/21	1/22	100%	Complete
Facilities/Utilities			\$45,886,345				
		in const and to start in design	\$120,952,600				
		Active & design	\$166,838,945				
	All listed projects	\$183,765,836					
Projects Completed Since January 2021							