

Capital Improvements Plan Advisory Committee

City Hall – Council Briefing Room

1945 E. Jackson Road, Carrollton, TX 75006

June 21, 2023, 6:30 P.M.

Minutes

A Capital Improvements Plan Advisory Committee (CIPAC) meeting was held on Wednesday, June 21, 2023, at the Carrollton City Hall in the Council Briefing Room.

Members Present:

Karim Ali Chairperson
Caryl Meeks
Jean Litzler
Rick McKinstry
Tim Cope
Carrie Cunningham

Other Attendees:

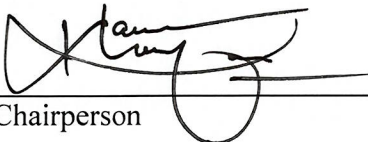
Nancy Cline City Council
Debbie Hughey TAC
Jonathan Wheat Engineering
Victor Hou Engineering
Emily Busby Engineering
Carmella Flemming Engineering
Isam Absousaid Library
Suzanna Dooling Parks & Rec
Diana Vaughn Finance
Melissa Everett Finance
Gage Hartley Finance

1. The meeting of the Capital Improvements Plan Advisory Committee (CIPAC) was called to order by Chairperson Karim Ali at 6:31 PM.
2. Ali opened the motion for approval of previous meeting’s minutes, and the motion was approved unanimously.
3. Updates On Bond Sale - Diana Vaughn, CFO, provided updates on the bond sale. She provided a breakdown of the sale, which included \$29.4 million of bonds sold, \$2.8 million in 2013 bonds redeemed, and had a total cost of issuance of \$300 thousand. Ali asked for the amount ~~the amount~~ of bonds refunded, which Vaughn responded with \$5.6 million. Vaughn also stated that revenue bonds, funded by water rates, will be issued in FY24.
4. Update On Current CIP Projects - At 6:51 PM, Jonathan Wheat, Director of Engineering, began the discussion on CIP project updates. He then turned the presentation over to Senior Engineer, Emily Busby. Busby stated that the City had five projects going into construction soon and 20 currently in the design phase. Additionally, she stated that no major projects had been completed since the March 22, 2023 CIPAC meeting. Busby also stated that the water tower project is nearly completed. Absousaid asked

Busby for an update on construction prices. Busby explained that prices have remained relatively stable and that she does not expect them to decrease in the upcoming years. Busby stated that the Engineering team recently hired on an experienced engineer to assist with increased workload. Wheat explained that the Engineering Department has been cross training engineering staff in order to keep projects on track and reduce workload among the engineering divisions. Wheat explained that projects are never delayed unless something is identified during the design phase which prevents the project from progressing. Wheat stated that 13 projects are currently pending, which Ali requested additional information on.

5. Discuss FY24 CIPAC Recommendations – Wheat began with an overview of the FY23 CIPAC recommendations. Ali stated that sidewalks were chosen as priority in FY23 due to increased usage by all ages. Ali opened the discussion to the Committee for input. Hughey stated that she would like to see an emphasis on street light projects followed by alley related projects. Wheat explained that alley conditions are the most common feedback the City receives from residents. He also provided some of the amounts provided to the recommendations in the FY23 budget. The committee discussed the recommendations and Ali opened the meeting for a vote. The committee completed the vote and the recommendations were as follows:
 1. Residential Street Lights
 2. Alleys
 3. Sidewalks
 4. Intersection Improvements
6. Schedule and Discussion of Future Meeting – The committee decided on September 20, 2023, for the next CIPAC Meeting.
7. Other Business – Ali requested a breakdown ^{of} the 2013/2018 bond packages, and a breakdown of the most recent bond sale by fund.
8. The CIPAC Meeting was adjourned by Chairperson Ali at 7:41 PM

Respectfully Submitted,


Chairperson


Staff Liaison

CITY OF CARROLLTON - MAJOR CAPITAL IMPROVEMENT PROJECTS

		Project	Construction Cost	Start Date	Projected Finish	% Complete	Work Involved or Remaining Work
Facilities, Utilities & Drainage		Nob Hill 1 Street Reconstruction ¹³	\$4,779,864	Q1 2023	Q2 2024	35%	Streets include Reunion, Railhead, Haney, Spyglass, Stain Glass, and Lookout Place
		Screening Wall along Webb Chapel	\$616,054	Q1 2023	Q3 2023	50%	Screening wall along Webb Chapel Road between Belt Line Road and Gateway Lane/city limit
		Monument Sign Project	\$507,974	Q3 2022	Q2 2023	99%	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
		Denton Drive Drainage Improvements	\$1,216,030	Q1 2023	Q3 2023	60%	Closed system improvements from Northside Drive to Hutton Branch
		Josey EST Replacement ^{PAYG}	\$5,778,000	Q1 2021	Q2 2023	99%	Replacement of 1.5 MG tank with new 2.0 MG tank. New tank in service & old tower demolished. Final tie-ins & site demo underway
		Crosby/Broadway Culvert Improvements	\$1,000,000	Q2 2021	Q4 2022	95%	Replacement of box culverts
		Don Cline Pump Station Improvements ^{PAYG}	\$10,000,000	Q4 2022	Q4 2024	40%	Modernization & rehabilitation of city's main pump station. Interior remodel complete in mid-summer.
		Rosemeade Rec Center Gym ^{18&22}	\$8,000,000	Q2 2023	Q3 2024	10%	Addition of new gym, multi-purpose, esports & elevated walking track. Construction started April 2023
		Ridgecrest Estates Phase 1 ¹⁸	\$2,997,048	Q1 2023	Q1 2024	5%	Street and sanitary sewer reconstruction on Hawthorne, Crest View, North Crest, West Crest, South Crest and Alleys
		Project	Construction Estimate	Const. To Start	Projected Finish		Work Involved
Going to Construction		Crosby Estates North Street Reconstruction ¹⁸	\$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
		Northland Estates ¹⁸	\$5,266,909	Q2 2023	Q2 2023	0%	Streets include Northland, Evergreen, Greenmeadow, Greenhill
		2022 Alley Replacements	\$2,550,000	Q3 2023	Q1 2024	0%	City wide alley replacements with a total of 13745 LF
		McInnish & R.E. Good Concession/Restroom ¹⁸	\$1,200,000	Q2 2023	Q4 2023	0%	Two new concession/restroom buildings at McInnish & RE Good, rehab of parking lot
		Project	Est. Budget	Design Complete	Expected Start	% Complete	Work Involved
Projects in Design		Windmill Hill Street Reconstruction 1&2#	\$12,060,000	Q4 2023	Q1 2024	40%	Delaford Dr, Cir, Pl, Ct, Brighton Dr, Mayflower Dr, Cutler Pl, St. James Dr, Northview, Castille Dr, Arledge, Paxton Dr, and associated alleys
		Nob Hill 2 Street Reconstruction ¹³	\$3,000,000	Q3 2023	Q3 2023	100%	Streets include Gold Rush, Station Place, Big Canyon, Sausalito, Turtle Rock & Indigo
		Carrollton Heights Street Reconstruction ¹⁸	\$12,000,000	Q1 2023	Q2 2023	90%	N. Main, Jackson, Erie, Clint, Maryland, Warner, Baxley, Spring, Rosemon, Walnut, Oak, and associated alleys
		Duncan Heights Street Reconstruction ¹⁸	\$11,700,000	Q2 2023	Q3 2023	95%	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	70%	Webb Chapel Road Reconstruction, between Belt Line Road and Gateway Lane
		Ridge Crest Estates Ph 2 ¹⁸	\$5,000,000	Q3 2022	Q1 2024	95%	Streets include Woodcrest, Valleycrest, Millview
		Perry Road & Country Club Drive Street Reconstruction ¹⁸	\$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 ¹⁸	\$10,400,000	Q3 2023	Q4 2023	30%	Sandy Lake Road from PGBT to IH-35E
		Misc. Street Reconstruction 2022 ¹⁸	\$7,250,000	Q2 2023	Q3 2023	95%	Study Lane, Cromwell Drive, Jackson Road (McCoy to Josey); Cemetery Hill Road (Peters Colony to Rosemeade Pkwy)
		Whitlock Subdivision Street Reconstruction ¹⁸	\$12,557,600	Q3 2024	Q4 2024	30%	W Alan, E Alan, W Russell, E Russell, Noble, Ryan, Cottonwood, Ann, Mary, Pat, Norris, Homer, Faye, and associated alleys
		Woodlake Sec. 4 & 5#	\$10,920,000	Q3 2023	Q4 2023	65%	Woodlake sections 4&5 reconstruction, including street, alley, water, sewer and storm (2 projects)
	Utilities	Misc. Water Line Replacements 2019 ^{PAYG}	\$2,000,000	Q3 2022	Q4 2022	100%	Replacement lines in Vantage, Trend, Venture, Realty, Belt Line & Willowgate
		Misc. Water Line Replacements 2021 ^{PAYG}	\$2,800,000	Q3 2022	Q4 2022	90%	Replacement lines in Josey Ln, Rosemeade Parkway and Frankford Rd
		Misc. Water & Sewer Line Replacements 2022 ^{PAYG}	\$3,500,000	Q1 2026	Q2 2026	65%	Water Lines - Belt 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
	Drainage	Lower Dudley Branch Improvements ¹³	\$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 Beltline Storm lift station and evaluation of 8 sanitary lift stations
	Facilities	Detention Center Expansion & Upgrades ¹⁸	\$4,450,000	Q3 2023	Q4 2023	60%	Upgrade of security control systems, infill of existing pod to increase holding capacity, misc 15 yr maint. Design underway
		Fire Station 6 Replacement ¹⁸	\$6,000,000	Q1 2024	Q2 2024	5%	Replacement of existing station. Designer selected, Reevaluating site location
		Woodlake Boardwalk & Trail Improvements ¹⁸	\$800,000	2023	2023	30%	Add trail lighting, boardwalk, and water feature
			Project Name	Cost	Started	Finished	
Projects Completed Since January 2021	Streets	Northcrest Estates 3 Street Reconstruction ¹⁸	\$2,885,595	4/20	8/21	100%	Complete
		Crosby Estates South Street Reconstruction ¹⁸	\$5,188,682	3/22	3/23	100%	Complete
		Woodlake #3 Alley Reconstruction ^{PAYG}	\$1,175,100	10/20	6/21	100%	Complete
		Golden Bear Pump Station Imp ^{PAYG}	\$1,637,000	6/20	04/21	100%	Complete
		Northcrest Estates 2 Street Reconstruction ¹⁸	\$3,217,538	4/22	1/23	100%	Complete
		Northcrest Estates 1 Street Reconstruction ¹⁸	\$3,249,133	3/21	1/22	100%	Complete
		A.W. Perry Street Reconstruction ^{PAYG}	\$1,975,807	9/21	10/22	100%	Complete

Facilities/Utilities	Monetary Lane ¹⁸	\$1,082,411	12/20	06/22	100%	Complete
	Critical Bridge Repair on Frankford ¹⁸	\$233,475	11/22	12/22	100%	Complete
	Hebron Storage Tank Fence Replacement 2021 ^{PAYG}	\$336,831	5/22	8/22	100%	Complete
	City Hall Remodel ^{PAYG}	\$1,134,000	2/21	1/22	100%	Complete
	in const and to start in design Active & design All listed projects	\$50,011,879 \$120,502,600 \$170,514,479 \$192,630,052				
	¹³ ¹⁸ ²² PAYG	2013 Bond Program 2018 Bond Program 2022 Bond Program Pay As You Go				

Capital Improvement Plan Advisement Committee

June 21, 2023

Where Connections Happen



Agenda

- | | |
|---|----------------|
| I. Call Meeting to Order | Karim Ali |
| II. Approval of previous Minutes | Karim Ali |
| III. Updates on Bond Sale | Diana Vaughn |
| IV. Update on Current CIP Projects | Emily Busby |
| V. Discuss FY 2024 CIPAC Recommendations | Jonathan Wheat |
| VI. Schedule and Discussion of Future Meeting | Jonathan Wheat |
| VII. Other Business | Karim Ali |

Updates on Bond Sale

Diana Vaughn

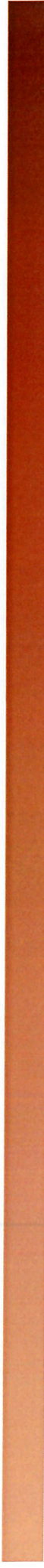
Where Connections Happen



Update on Current Projects

Emily Busby

Where Connections Happen



Discuss FY24 Recommendations

Emily Busby

Where Connections Happen



FY23 Recommendation

For FY23, CIPAC Recommended the following programs for additional year-end non-recurring funding:

- 1) Sidewalks
- 2) Residential Streetlights
- 3) Alleys
- 4) Intersection Improvements

FY24 Recommendation

- 1)
- 2)
- 3)
- 4)

Future Meeting

Jonathan Wheat

Where Connections Happen





Questions?