

**MINUTES**  
**CAPITAL PROJECTS ADVISORY COMMITTEE**  
**REGULAR MEETING**  
**CITY OF MURPHY**  
**206 North Murphy Road**  
**Murphy, Texas**

September 14, 2006  
7:00 P.M.

**CALL TO ORDER**

City Manager, Craig W. Sherwood, called the meeting to order at 7:08 p.m.

**WELCOME BY THE CITY MANAGER**

Mr. Sherwood welcomed the Capital Projects Advisory Committee to their first meeting.

**ROLL CALL AND CERTIFICATION OF A QUORUM**

Heather McGee certified a quorum with the following Committee Members present: Michael Cohen, Nathaniel Graham, Troy McSimov, Richard Arvizu, Brian Ishmael, David Burwinkel, and Keith Wine.

The following Staff members were also present: City Manager Craig W. Sherwood, Community Development Director Jeff Bickerstaff, and Staff Secretary Heather McGee.

**INTRODUCTION OF COMMITTEE MEMBERSHIP**

Keith Wine:

Mr. Wine lives in the Rolling Ridge subdivision and is the Senior Vice President of Special Projects at Countrywide. He was born in Virginia and has a political background.

David Burwinkel:

Mr. Burwinkel has lived in Murphy for 5 years. He owns his own internet marketing firm and is a member of the CLC (Community Leadership Council).

Brian Ishmael:

Mr. Ishmael has lived in Murphy since November 2000. He is the Vice President at Staff Care and was a manager for Fidelity Investments for 7 years.

Richard Arvizu:

Mr. Arvizu and his family have lived in the Aviary subdivision for a little over a year. He is a professional engineer in the field of civil engineering and works for Binkley & Barfield Engineers. Mr. Arvizu has about 12 years of experience working on capital improvement projects for the City of Richardson, Allen, Plano and McKinney and is a member of the CLC (Community Leadership Council).

Troy McSimov:

Mr. McSimov is the Vice President of Lehman Brothers – Private Equity Division. Mr. McSimov is new with getting involved with city politics and is excited to volunteer.

Nathaniel Graham:

Mr. Graham has lived in Murphy for 5 years and has been an engineer for 34 years, primarily in water/wastewater design. This is a new experience and is looking forward to it.

Michael Cohen:

Mr. Cohen has lived in Murphy for 2 ½ years. He has worked for the newspaper industry for 10 years as the Director of Marketing and as of April of this year owns his own business as a consultant to the newspaper industry. Mr. Cohen has a master's degree in International Economics and Diplomacy.

Craig W. Sherwood:

Mr. Sherwood has been the City Manager for 2 years and has worked with municipalities for about 20 years. Mr. Sherwood's primary background is in water/wastewater and municipal government.

## **ELECTION OF OFFICERS**

- **Chairman**

Committee Action

Committee Member Ishmael made a motion to elect Keith Wine as Chair of the Capital Projects Advisory Committee. Committee Member Burwinkel seconded the motion.

Committee Member McSimov made a motion to elect Richard Arvizu as Chair of the Capital Projects Advisory Committee. Committee Member Graham seconded the motion.

Committee Member Wine made a motion to cease the nominations. Committee Member Burwinkel seconded the motion. Motion passed 7-0.

After the motion to cease was made, City Manager Sherwood asked for a vote for those in favor of electing Keith Wine as Chair and those in favor of electing Richard Arvizu as Chair. Mr. Wine was nominated by a vote of 4-3 with Michael Cohen, Nathaniel Graham, Keith Wine and Brian Ishmael voting for Keith Wine and Troy McSimov, Richard Arvizu and David Burwinkel voting for Richard Arvizu.

- **Vice-Chairman**

Committee Action

Committee Member McSimov made a motion to elect Richard Arvizu as Vice-Chairman of the Capital Projects Advisory Committee. Committee Member Burwinkel seconded the motion. Motion passed 7-0.

## **OVERVIEW OF THE PURPOSE OF THE COMMITTEE**

- **Presentation from City Manager**

Mr. Sherwood stated the Committee's primary focus was stated in Resolution 05-R-507, Section 4(d) which states the Committee will make recommendations to the City Council on future bond programs and grant applications.

- **Presentation from Jason Hughes of First Southwest Company**

Mr. Hughes of First Southwest Company introduced himself to the Committee and discussed the role and importance of a Bond Committee. Mr. Hughes stated the Bond Committee must have a thorough understanding of the project needs and costs and involve various members of the community throughout the decision making process and must communicate clearly to the public on the costs and benefits. Mr. Hughes also explained the different types of debt, GO Bonds and Certificates of Obligation. A GO Bond must be voted and approved by a majority of voters and only carries a tax pledge and is generally used for

larger projects or quality of life projects. Certificates of Obligation are subject to referendum by petition signed by 5% of registered voters and carry both a tax and revenue pledge. A notice of intent must be authorized and published. Certificates of Obligation are generally used for "everyday" projects.

Mr. Hughes stated in order to have a bond election on November 6, 2007, the committee needs to compile a Preliminary Capital Improvement Plan and give their recommendation to City Council on June 15, 2007. City Council then has 70 days to call the election before the Election Day. If approved, the bonds will sell in January 2008 and it will take approximately 30 days to process. The city should have the funds by February 2008.

## **INDIVIDUAL ITEMS**

### **1. Consider and/or act upon setting a meeting schedule.**

#### **Committee Action**

Vice-Chairman Arvizu made a motion to hold the Capital Projects Advisory Committee meetings every second Monday of the month at 7 p.m. Committee Member Ishmael seconded the motion. Motion passed 7-0.

## **EXCUSED ABSENCES**

There were no excused absences reported.

## **AGENDA ITEMS AND/OR REQUESTS FROM THE COMMITTEE**

There were no agenda items and/or requests from the Committee.

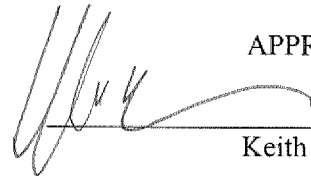
## **REPORTS AND UPDATES FROM CITY STAFF**

There were no reports or updates from city staff.


## **ADJOURNMENT**

With no other business before the Committee, the meeting was adjourned at 8:19 p.m.

APPROVED BY:

  
\_\_\_\_\_  
Keith Wine, Chair

ATTEST:

  
\_\_\_\_\_  
Heather Y. McGee, City Staff