

CAPITAL PROJECTS ADVISORY COMMITTEE (CPAC) MINUTES  
FEBRUARY 9, 2017 AT 6:00 PM  
COMMUNITY ROOM AT CITY HALL  
206 NORTH MURPHY ROAD  
MURPHY, TEXAS 75094

**1. CALL TO ORDER**

Chairman John Wideman called the meeting on February 9, 2017 to order at 6:02 pm.

Guests present: Don Kiertscher, Councilmember Don Reilly, Deputy Mayor Pro Tem Owais Siddiqui, and Celso Martinez.

Staff members present were: City Manager Mike Castro, City Secretary Susie Quinn, Police Chief Arthur "Trey" Cotten, Public Services Director, Tim Rogers, Public Services Facilities Manager, Brett Bertelli, Recreation Services Manager, Caitlyn Mullins, and Executive Administrative Assistant, Alicia Munoz.

**2. ROLL CALL & CERTIFICATION OF A QUORUM**

The following CPAC members present were: Chair John Wideman, Vice Chair Greg Matocha, Committee Member Chris George Committee Member Chris Holloway, Committee Member Kevin McGillis and Committee Member Frederick Olson. Absent was: Committee Member Wilson Pierce.

**3. PUBLIC COMMENTS**

No public comments were received.

**4. DISCUSSION AND ACTION ITEMS**

A. Approval of the minutes from the January 19, 2017 Capital Projects Advisory Committee meeting.

Chairman Wideman asked for a motion to approve the minutes from January 19, 2017 as presented in the agenda packet.

**Committee Action on Item 4A:**

**Committee Member McGillis made a motion to approve the minutes from the January 19, 2017 Capital Projects Advisory Committee meeting. It was seconded by Vice Chair Matocha. The motion was approved unanimously, 6 – 0 (Committee Member Wilson was absent).**

B. Discussion with Celso Martinez, Municipal Voice, regarding communication and public relations about the bond initiative to encourage citizen participation.

Mr. Martinez explained the communication plan including the Purpose, the Desired Outcomes, the Strategies, and the Tactics. He requested the group allow him to photograph them for publishing in the newspaper and on social media. The City's website page was also discussed. The website should be a current resource for citizens to visit during the process. The information currently has

the bond initiatives from the 2008 Bond package. It was announced that we have lost the IT manager and the City is about to without two key people in the Finance Department. The Bond Committee is hoping that the website will have information that will assist future committees in their decision processes. The importance of Facebook was discussed, along with the need for speakers to the HOA groups, the Chamber of Commerce and the Exchange Club. A consensus was reached by the group to accept the presented Communication Plan and a formal vote will be taken at a future meeting.

**Discussion only**

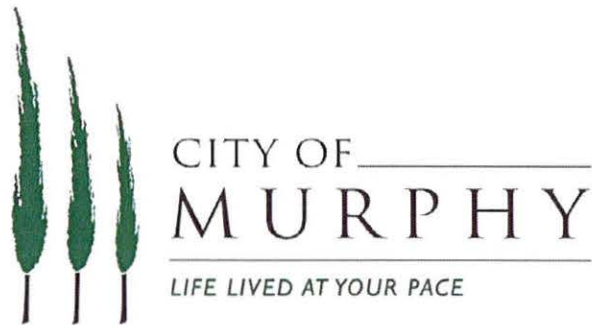
- C. Discussion with possible action regarding bond prioritization evaluation form and roll-up form to be used in the decision process.

Chair Wideman explained the Project Overview form (attached in these minutes on the next two pages), as a way of prioritizing information offered from the meetings. Suggestions are welcomed to change the look of the form. A roll-up form is still being developed and will presented at a future meeting for consideration.

One suggestion was to change "Address neglected maintenance" to "Address deferred maintenance". The forms will be used to reflect to Council how the various projects were prioritized. It was suggested to add "Project Number" to the form. Each Committee member will complete one of the forms for each project. An excel spreadsheet will be created to reflect all totals by Project. The qualitative comments can be added but kept anonymous if the group wants that. Everyone liked the form. Priority Ranking will be removed as that will be determined after all the forms are evaluated. Committee member Olison presented a draft update explanation of the criteria for everyone's review.

No action is necessary on this item.

**Discussion only**



## **CITY OF MURPHY**

**206 N. MURPHY RD MURPHY, TX 75094**

**CAPITAL PROJECTS ADVISORY COMMITTEE (CPAC)**

**Project Evaluation: (enter project name)**

**Revision Date: January 28<sup>th</sup>, 2017**

---

All information in this document are and shall remain the confidential and proprietary information of the City of Murphy, TX.

## Project Overview

**Project Name:** \_\_\_\_\_ (enter the project name)

**Department Requesting:**  Animal Control  Building Inspection  City Hall/Administration  
 (Select department requesting)  Fire  Parks & Recreation  Police  Public Works  Water

**Project Definition:**  Address neglected maintenance  
 (Please select one or more items)  Construct new facilities  
 Remodeling or expansion of existing facilities  
 A&E services related to capital project  
 Infrastructure improvements (streets, water, sewer, flood prevention, etc.)  
 Operating equipment/machinery for new or expanded facilities

## Prioritization & Selection Criteria

Criteria:	Quantitative Ranking:		
1. Public health, safety, or other legal concerns.	<input type="checkbox"/> 1 – Low	<input type="checkbox"/> 3 – Medium	<input type="checkbox"/> 5 – High
2. Existing Infrastructure Conditions.	<input type="checkbox"/> 1 – Low	<input type="checkbox"/> 3 – Medium	<input type="checkbox"/> 5 – High
3. Number of residents or geographic area served.	<input type="checkbox"/> 1 – Low	<input type="checkbox"/> 3 – Medium	<input type="checkbox"/> 5 – High
4. Return on investment, cost savings or revenue generation.	<input type="checkbox"/> 1 – Low	<input type="checkbox"/> 3 – Medium	<input type="checkbox"/> 5 – High
5. Sustainability or energy efficiency improvements.	<input type="checkbox"/> 1 – Low	<input type="checkbox"/> 3 – Medium	<input type="checkbox"/> 5 – High
6. Economic, environmental, aesthetic or social impacts.	<input type="checkbox"/> 1 – Low	<input type="checkbox"/> 3 – Medium	<input type="checkbox"/> 5 – High
7. Consistency with community plans and policies.	<input type="checkbox"/> 1 – Low	<input type="checkbox"/> 3 – Medium	<input type="checkbox"/> 5 – High
8. Public or political support.	<input type="checkbox"/> 1 – Low	<input type="checkbox"/> 3 – Medium	<input type="checkbox"/> 5 – High

**Qualitative Input:**

<b>Priority Ranking:</b>	(enter the numerical ranking on overall CPAC priority list)
--------------------------	---

D. Discussion regarding CPAC dates for additional CPAC Work Sessions.

Chair Wideman stated that work sessions are necessary as they don't have time to really exercise how they are to work with all the information that is being presented at the various meetings. A minimum of two work sessions will probably be needed. Saturday morning on February 18, 2017 at 8:00 am till 11:00 am for the first work session. Chair Wideman will provide breakfast (What A Burger taquitos) for the group. Staff will be present at the meetings. Also selected is Saturday, March 18, 2017 for the second work session. If a third work session is necessary a date will be selected later.

**Discussion only**

E. Presentation of the Street Scape – Pedestrian Initiatives.

Public Services Director Tim Rogers, Parks Superintendent Matt Foster and Deputy Mayor Pro Tem Siddiqui would all be involved in the slide presentations. Mr. Rogers provided some history on the last City of Murphy Streetscape and Beautification Plan in 2009. The cost was over a million dollars but it did not complete the entire plan. In December 2011, the project was completed with over 1,000 trees planted with irrigation on South Murphy Road, Heritage Parkway and West Betsy Lane. A new Beautification Plan would cost approximately \$125,000. The cost to complete FM544 is \$8.5 million. Pedestrian bridges underneath major roads was also discussed for connectivity to existing trails. The complete total to do all areas in Murphy is approximately \$20 million dollars. Xeriscape in areas was also discussed. Questions were asked about watering restrictions in these areas when the City is in a drought. The answer is that the same regulations apply to the City. They are considering drip lines rather than sprinklers. Wayfinding signage was discussed as was continuing perpetual maintenance and operations. Bicycles friendly areas were also discussed. Landscape awards should be attainable if \$20 million dollars is considered for spending. The prioritization criteria was discussed.

The Pedestrian Initiative was discussed and the importance of connecting all areas of Murphy. A map depicting all the areas that could be connected were discussed and the total cost would be between \$10 to \$12 million dollars. Hike and bike trail is not included in this presentation as it has been discussed at a previous meeting. Overlap between the two does exist. The prioritization criteria was also discussed in relation to this project.

Deputy Mayor Pro Tem Siddiqui expressed the need for Murphy to have different entry ways to identify our uniqueness. He discussed the phases a city goes through during its life cycle and one way to avoid the decline phase is a unique streetscape. Several photographs were displayed to show surrounding cities and ideas from other cities in other states. Pictures of the different entry way monuments were also displayed as well as different lighting displays. Banner signs help to display the community identity as well as advertise upcoming events. The fact that we do not have a true Main Street to help identify us. Perhaps the creation of a more pedestrian friendly route on FM544. The esthetics for Murphy are nonexistent. The major intersections could give us the biggest bang of the buck. Can more Cypress trees be incorporated around town since they are a part of the City's logo was asked. Lighting in other towns was discussed, including the costs. The availability of electrical lines along Murphy Road and FM544 was requested to be verified if they exist or not.

The CPAC committee asked the representing Councilmembers in attendance, their thoughts about how the projects should be presented for review. The dependencies importance was discussed by Deputy Mayor Pro Tem Siddiqui and Councilmember Reilly as well as the CPAC committee to determine how the packaging of the various projects will interrelate. The cycles of a city were discussed in relation to what is happening in Murphy currently. The public support is crucial to have a successful bond election.

**Discussion only**

**5. ANNOUNCEMENTS AND REQUESTS**

Chair Wideman would like the following information on an upcoming agenda to include:

- Explanation and vote on the selection criteria. CPAC Member Frederick Olison
- Review the evaluation form and roll-up form. CPAC Chair John Wideman
- To vote on Celso Martinez's communication plan. CPAC Chair John Wideman
- Ongoing costs to be presented from the prior presentations. CPAC Vice Chair Greg Matocha
- Prior presentations to have the prioritization criteria explained. CPAC Chair John Wideman
- Work session items should be presented by February 13 and March 13 respectively. CPAC Chair John Wideman

**6. ADJOURNMENT**

Chair Wideman requested a motion to adjourn.

**Committee Action on Item 6:**

**Committee Member George made a motion to adjourn. It was seconded by Committee Member McGillis. The motion was approved unanimously, 6 – 0 (Committee Member Wilson was absent).**

With no further business, the Committee meeting adjourned at 8:15 pm.

APPROVED BY:



John Wideman, Chair

ATTEST:



Susie Quinn, City Secretary