



The City of West University Place

A Neighborhood City

CITY COUNCIL

Bob Higley, Mayor
Kevin Trautner, Mayor Pro Tem
John P. Barnes, Councilmember
Lauri Lankford, Councilmember
Ed Sobash, Councilmember

STAFF

David J. Beach, City Manager
Alan Petrov, City Attorney
Thelma Gilliam, City Secretary

CITY COUNCIL CAPITAL IMPROVEMENT PROGRAM WORKSHOP MINUTES

The City Council of the City of West University Place, Texas, met in a workshop on **Tuesday, September 17, 2019**, in the Municipal Building, 3800 University, West University Place.

Call to Order. Mayor Higley called the workshop to order at approximately 5:30 p.m. in the Municipal Building Bill Watson Conference Room. Council and Staff in attendance were: Mayor Pro Tem Trautner, Councilmembers Barnes, Lankford and Sobash, City Manager Beach, City Secretary Gilliam, Finance Director Kalka, Police Captain Niko, Interim Public Works Director Barrera, Interim IT Director Dang, and Treasurer Harrison.

1. Community Improvement Program

Matters related to a workshop to discuss the City's Community Improvement Program. **Mr. Dave Beach, City Manager**

City Manager Beach presented to Council the 5-Year Community Improvement Program Plan, which is a planning document that identifies community improvement projects, funding, and the impact on annual operations and maintenance budgets.

A copy of the presentation and summary sheet are attached.

2. Adjourn

With no further discussion, at 6:56 p.m., Councilmember Barnes moved to adjourn the workshop. Councilmember Lankford seconded the motion. **MOTION PASSED.**

Ayes: Higley, Trautner, Barnes, Lankford, Sobash
Noes: None
Absent: None

Prepared by: Thelma A. Gilliam, TRMC, City Secretary

Council Approved: September 25, 2019

5 - YEAR COMMUNITY IMPROVEMENT PROGRAM

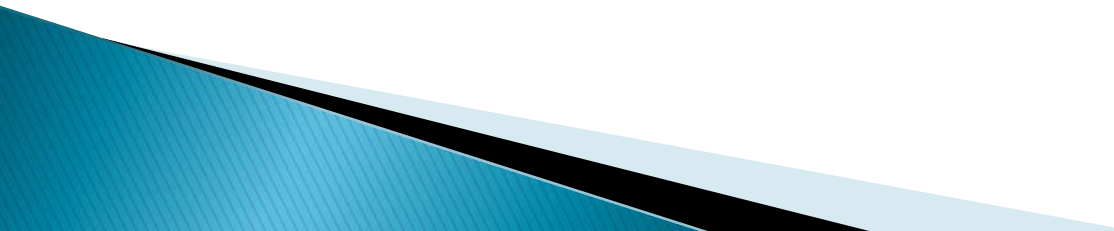
**CITY COUNCIL WORKSHOP
SEPTEMBER 17, 2019**



**City of
West University
Place**

5 - Year Community Improvement Program

What is a Community Improvement Program (CIP)?

- A 5-year Plan that:
 - Is a planning document
 - Identifies community improvement projects
 - Identifies options for funding
 - Identifies impact on annual operations and maintenance budgets
- 

5 - Year Community Improvement Program

The 2020-2024 Community Improvement Plan will address two broad areas of expenditures:

Protection of previous investment in physical assets (infrastructure) through maintenance and renovation

Planning and construction of new infrastructure to improve public safety, service delivery and quality of life for residents



5 - Year Community Improvement Program

- Project Types (Categories)
 - Drainage
 - Water
 - Wastewater
 - Streets and Sidewalks
 - Parks and Open Spaces
 - Facilities
 - Other Improvements (i.e. Land Acquisition, Traffic, Security, etc.)

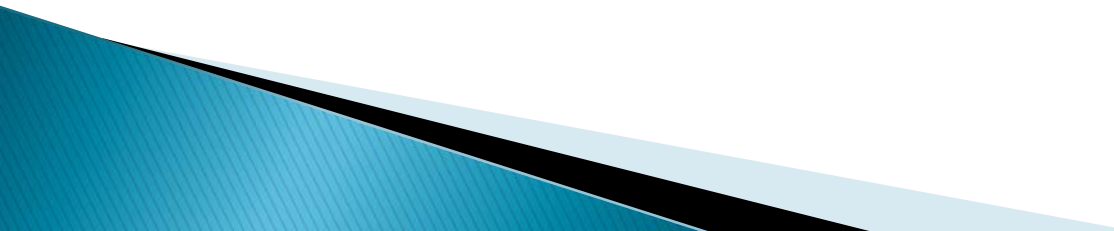
5 - Year Community Improvement Program

- Funding methods to implement CIP
 - **Pay As You Go (PAYG)**
 - Pay for CIP projects with existing resources (i.e. general fund, enterprise fund, Metro, etc.) PAYG projects do not require issuance of debt
 - **Issue Debt**
 - Certificates of Obligation (CO's)
 - General Obligation (GO's)
 - Revenue Bonds (water/sewer bonds)
 - **Other – Donations, Local, State & Federal Grants**
 - **Combination of all**

5 - Year Community Improvement Program

2020-2024

PROJECT SUMMARY BY TYPE



5 - Year Community Improvement Program

City of West University Place, Texas

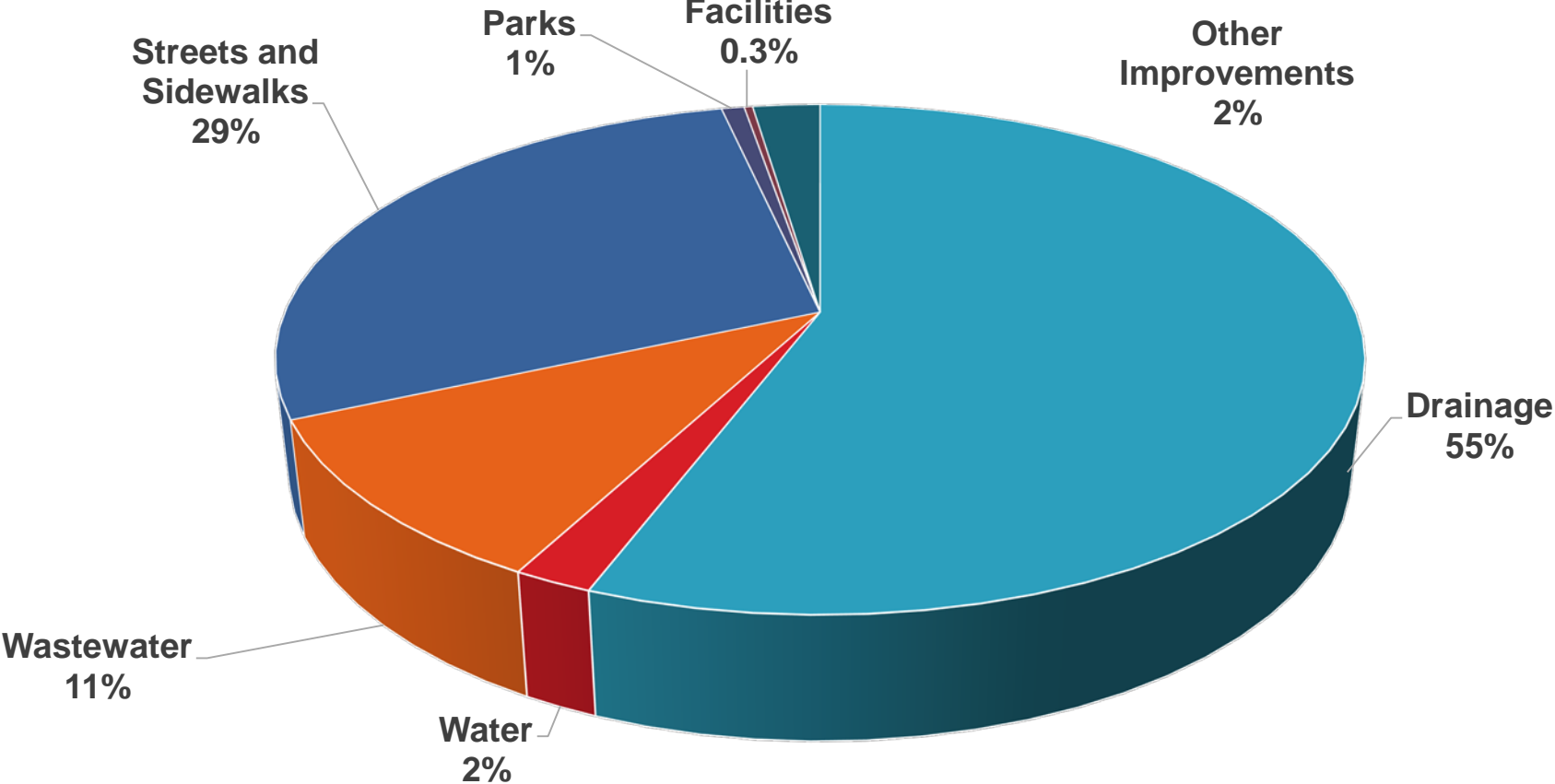
5-YEAR COMMUNITY IMPROVEMENT PLAN BY PROJECT TYPE

BY PROJECT TYPE	2020	2021	2022	2023	2024	Total
Drainage	29,650,000	2,869,000	24,842,200	13,461,000	0	70,822,200
Water	805,000	300,000	309,000	368,000	756,000	2,538,000
Wastewater	535,000	0	0	12,843,000	0	13,378,000
Streets and Sidewalks	33,240,000	842,000	910,000	1,128,000	1,147,000	37,267,000
Parks	595,500	293,000	175,000	0	0	1,063,500
Facilities	75,000	0	106,000	200,000	0	381,000
Other Improvements	2,570,000	460,000	0	0	0	3,030,000
Totals	67,470,500	4,764,000	26,342,200	28,000,000	1,903,000	128,479,700

**See handout for complete list of 2020-2024 projects*

5 - Year Community Improvement Program

2020-2024 Project By Type



5 - Year Community Improvement Program

FY 2020

**PAYG PROJECT
SUMMARY BY TYPE**



5 - Year Community Improvement Program

City of West University Place, Texas
FY 2020 – PAYG PROJECTS

BY PROJECT TYPE	2020
Drainage	1,650,000
Water	805,000
Wastewater	535,000
Streets and Sidewalks	640,000
Parks	595,500
Facilities	75,000
Other Improvements	2,570,000
TOTALS	6,870,500

5 - Year Community Improvement Program

City of West University Place, Texas

FY 2020 CIP

DRAINAGE	2020
Alternative Stormwater Detention Options Feasibility Study	50,000
College Ave/Shared System (pending grant funding)	1,600,000
DRAINAGE TOTALS	1,650,000

5 - Year Community Improvement Program

City of West University Place, Texas

FY 2020 CIP

WATER	2020
SCADA Programmable Logic Controller (PLC) Replacement	95,000
Flow Meter Replacement and Installation Project	110,000
Drinking Water Distribution Efficiency Study	150,000
Booster Pump Replacement	200,000
Water Line Replacement Program	250,000
WATER TOTALS	805,000

5 - Year Community Improvement Program

City of West University Place, Texas

FY 2020 CIP

WASTEWATER	2020
Feasibility study for water reclamation to potable water	50,000
WWTP Flood water protection feasibility study	75,000
Inflow and infiltration study	90,000
WWTP – basin gate replacement	120,000
WWTP Clarifier automation cleaning system	200,000
DRAINAGE TOTALS	535,000

5 - Year Community Improvement Program

City of West University Place, Texas

FY 2020 CIP

STREETS AND SIDEWALKS	2020
Pedestrian Bridge Management Program	65,000
Storm Water Management Program	100,000
Sidewalk Management Plan (* short driveway/sidewalk replacement)	475,000
STREETS AND SIDEWALKS TOTALS	640,000

5 - Year Community Improvement Program

City of West University Place, Texas

FY 2020 CIP

PARKS	2020
Colonial Park Pool Resurface	117,500
Colonial park Water Feature Replacement	215,000
Colonial Park East Redevelopment	263,000
PARKS TOTALS	595,500

5 - Year Community Improvement Program

City of West University Place, Texas

FY 2020 CIP

FACILITIES	2020
City Wide Facilities Condition and Security Assessment	75,000
FACILITIES TOTALS	75,000

5 - Year Community Improvement Program

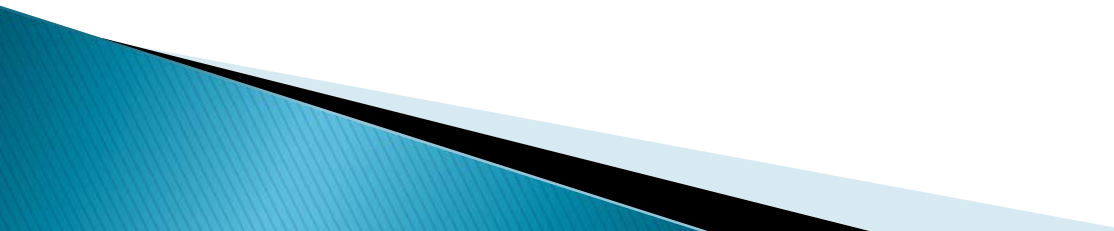
City of West University Place, Texas

FY 2020 CIP

OTHER IMPROVEMENTS	2020
City Hall Council Chambers & Meeting Room Audio Visual Upgrades	110,000
Virtual Gate – Phase I	300,000
Virtual Gate – Phase II	2,160,000
OTHER IMPROVEMENTS TOTALS	2,570,000

5 - Year Community Improvement Program

CIP BOND OPTIONS



5 - Year Community Improvement Program

Types of Debt Obligations

■ **Certificates of Obligation (CO'S)**

- Not voted, requires public notice of intent to issue and is subject to a petition
- Secured by property taxes, revenues or a combination of the two
- City is able to levy a tax to pay for the certificates

■ **General Obligation (GO's)**

- Voted (Bond Election)
- Secured by property taxes
- City is able to levy a tax rate to pay for the bonds

5 - Year Community Improvement Program

Types of Debt Obligations

- **Revenue Bonds (Water/Sewer)**
 - Not voted
 - Secured by revenues from collection of water/sewer fees
 - Not payable with property taxes
 - Requires additional bond covenants with bondholders since revenues fluctuate

5 - Year Community Improvement Program

Certificate of Obligation

Texas Local Government Code Chapter 271 authorizes a home rule city to issue certificates of obligation to pay for obligations incurred for public works construction projects without the need for an election.

Prior to issuing CO's, the city must:

- Publish a notice once a week for two (2) consecutive weeks in newspaper of general circulation
- The date of the first publication is to be at least forty-six (46) days before the passage of the ordinance authorizing the issuance of certificates
- Notice must be published on city website for at least 45 days before the passage of the ordinance authorizing the issuance of certificates

5 - Year Community Improvement Program

Certificate of Obligation Notice

The notice must state:

- Time and place set for passage of ordinance
- Maximum amount and purpose of certificates to be authorized
- Manner in which certificates will be paid (i.e. taxes, revenues or combination of both)
- Maximum maturity date/structure
- Estimated combined principal and interest required to pay Certificates on time and in full
- Estimated interest rate on the Certificates

5 - Year Community Improvement Program

Certificate of Obligation

The City may not proceed with issuance of the Certificates if:

- City secretary receives petition signed by at least five percent of qualified voters protesting against the issuance of the bonds

If no petition is received, the city may proceed with issuance of certificates as described in the notice.

5 - Year Community Improvement Program

General Obligation Bonds

Texas Local Government Code Chapter 1331 authorizes the city to issue bonds for construction or purchase of permanent improvements inside municipal boundaries including work for

- Public buildings
- Waterworks
- Sewer

Prior to issuance of any GO's, such bonds must be authorized by a majority of qualified voters of the municipality. Bond elections must be held on uniform election dates as proscribed by the legislature in the Texas Election Code.

5 - Year Community Improvement Program

General Obligation Bonds Election

In order to call a bond election on a uniform election date, the city must order the election no later than the seventy-eight (78th) day before the uniform election date.

- For May 2, 2020 election
 - City must order election no later than Friday February 14, 2020

- For November 3, 2020 election
 - City must order election no later than Monday August 17, 2020

A bond election must be canvassed between eight and eleven (8-11) days after the election. If no election contest is filed within 30 days following the canvass of the election, the election becomes incontestable and the GO's may be issued.

5 - Year Community Improvement Program

Revenue Bonds (Water/Wastewater Bonds)

A revenue bond is secured by a pledge of revenue from an income-producing facility. For the City to issue new revenue bonds, revenues shall be a minimum of 125% of an average annual debt service and 100% of the debt service for the year in which the debt requirements are scheduled to be the greatest.

Bonds that are not payable or secured from property taxes and are not required to be submitted to the voters for approval.

Note: revenue bonds have a higher interest rate and will need to provide a reserve fund equal to the average annual debt service.

Due to the City's AAA bond rating, Revenue Bonds would not be recommended

5 - Year Community Improvement Program

Available Debt Service Funding

No impact to the current debt service rate

■ General Fund (CO & GO)

- 30-year bond \$110 million

CO & GO bonds are recommended at 30-years because they are funding improvements with a life expectancy of 50+ years

■ Water & Sewer Fund (recommending CO)

- 25-year bond \$18 million

Revenue bonds are recommended at 25-years because they are funding improvements with a life expectancy of 25 – 30 years

5 - Year Community Improvement Program

General Obligation and Certificates of Obligation Bonds

The following bond packages are recommended for Council's consideration for street and drainage improvements

■ Package 1

- \$42.4 million (w/ approval of pending grants for Buffalo Speedway)
- \$56.8 million (w/o approval of pending grants for Buffalo Speedway)
 - \$31 million (Drainage Improvements only, excludes Buffalo Speedway)

■ Package 2

- \$67.4 million (w/ approval of pending grants for Buffalo Speedway)
- \$81.8 million (w/o approval of pending grants for Buffalo Speedway)
 - \$56 million (Drainage Improvements only, excludes Buffalo Speedway)

■ Package 3

- \$80.9 million (w/ approval of pending grants for Buffalo Speedway)
- \$95.3 million (w/o approval of pending grants for Buffalo Speedway)
 - \$69.5 million (Drainage Improvements only), excludes Buffalo Speedway)

5 - Year Community Improvement Program

Bond Package 1:

- Total Bonds \$42.4 million (w/ pending grants for Buffalo Speedway)
- Total Bonds \$56.8 million (w/o grants for Buffalo Speedway)
 - Drainage Improvements - \$31 million
 - Planning Areas 1, 2, 3 & 6
 - Buffalo Speedway Road & Drainage Improvements
 - \$11.4 million (w/ approval of pending grant applications)
 - \$25.8 million (w/o approval of pending grant applications)

Note – *Planning Areas for drainage improvement are identified in the Final Draft Drainage Report (Citywide Drainage Study) dated April 19, 2019*

5 - Year Community Improvement Program

Bond Package 2:

- Total Bonds \$67.4 million (w/ pending grants for Buffalo Speedway)
- Total Bonds \$81.8 million (w/o grants for Buffalo Speedway)
 - Drainage Improvements - \$56 million
 - Includes Pkg. 1 - Planning Areas 1, 2, 3 & 6
 - Adds Planning Areas 4, 5, 9, 10 and Academy Trunk Line
 - Buffalo Speedway Road & Drainage Improvements
 - \$11.4 million (w/ approval of pending grant applications)
 - \$25.8 million (w/o approval of pending grant applications)

Note – *Planning Areas for drainage improvement are identified in the Final Draft Drainage Report (Citywide Drainage Study) dated April 19, 2019*

5 - Year Community Improvement Program

Bond Package 3:

- Total Bonds \$80.9 million (w/ pending grants for Buffalo Speedway)
- Total Bonds \$95.3 million (w/o grants for Buffalo Speedway)
 - Drainage Improvements - \$69.5 million
 - Includes Pkg. 1 - Planning Areas 1, 2, 3 & 6
 - Includes Pkg. 2 - Planning Areas 4, 5, 9, 10 & Academy Trunk Line
 - Adds Planning Areas 7, 8, 11 & 12
 - Buffalo Speedway Road & Drainage Improvements
 - \$11.4 million (w/ approval of pending grant applications)
 - \$25.8 million (w/o approval of pending grant applications)

Note – *Planning Areas for drainage improvement are identified in the Final Draft Drainage Report (Citywide Drainage Study) dated April 19, 2019*

5 - Year Community Improvement Program

Water & Sewer Improvements

The following water & sewer bond packages are for future consideration in 2022

- Package 1

- \$13 million

- Package 2

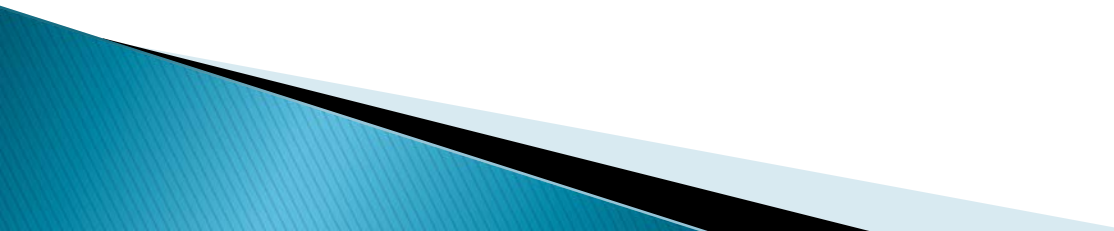
- \$14.5 million

This package adds \$1.5 million for projects that fall outside of the 5-year CIP

This slide is for informational purposes only. Discussion will happen prior to the 2022 Budget process

5 - Year Community Improvement Program

RECOMMENDATIONS & FEEDBACK



5 - Year Community Improvement Program

Recommendations and Feedback Needed

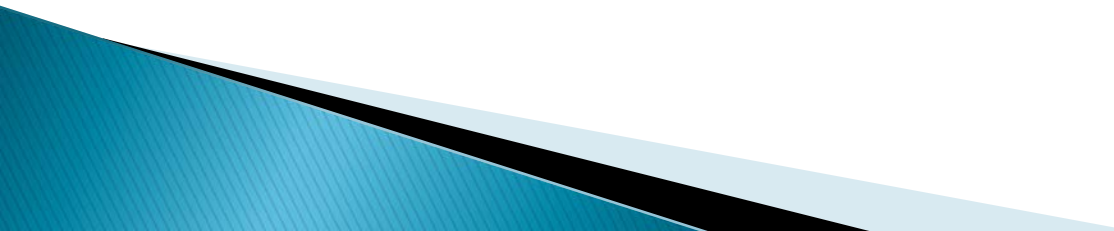
- General and Enterprise Funds
 - Continue to use PAYG for annual projects (non-drainage and major street repairs)

- Recommended CO Bonds for Buffalo Speedway
 - Worst case - issue CO's for \$25.8 million (w/o grant approval)
 - Best case – issue CO's for approx. \$11.4 million (w/ grant approval)
 - Pending grant applications:
 - FEMA-HGMP (approx. \$12 million)
 - HUD CDBG-DR (approx. \$2.4 million)

- Options for GO Debt Service on Drainage Improvements
 - Package 1 \$31 million PA 1, 2, 3 & 6
 - Package 2 \$56 million PA 1 – 6, 10 & Academy Trunk Line
 - Package 3 \$70 million PA 1 – 12 & Academy Trunk Line

5 - Year Community Improvement Program

QUESTIONS?



City of West University Place, Texas
5-YEAR COMMUNITY IMPROVEMENT PLAN
Presented 9/17/2019

	2020	2021	2022	2023	2024	Total
DRAINAGE						
Alternative Stormwater Detention Options Feasibility Study	50,000	-	-	-	-	50,000
College Ave/Shared System (grant funding)	1,600,000	-	-	-	-	1,600,000
Planning Area 1	7,861,000	-	-	-	-	7,861,000
Planning Area 2	9,518,000	-	-	-	-	9,518,000
Planning Area 3	10,621,000	-	-	-	-	10,621,000
Planning Area 4	-	-	3,750,200	-	-	3,750,200
Planning Area 5	-	-	5,114,000	-	-	5,114,000
Planning Area 6	-	2,869,000	-	-	-	2,869,000
Planning Area 7	-	-	-	3,160,000	-	3,160,000
Planning Area 8	-	-	-	2,341,000	-	2,341,000
Planning Area 9	-	-	3,182,000	-	-	3,182,000
Planning Area 10	-	-	3,182,000	-	-	3,182,000
Planning Area 11	-	-	-	3,629,000	-	3,629,000
Planning Area 12	-	-	-	4,331,000	-	4,331,000
Academy Trunk Line Improvements	-	-	7,614,000	-	-	7,614,000
Academy Trunk Line Improvements (Land Acq.)	-	-	2,000,000	-	-	2,000,000
DRAINAGE TOTALS	29,650,000	2,869,000	24,842,200	13,461,000	-	70,822,200
WATER						
SCADA Programmable Logic Controller (PLC) Replacement	95,000	-	-	-	-	95,000
Flow Meter Replacement and Installation Project	110,000	-	-	-	-	110,000
Drinking Water Distribution Efficiency Study	150,000	-	-	-	-	150,000
Booster Pump Replacement	200,000	-	-	-	-	200,000
Water Line Replacement Program	250,000	300,000	309,000	318,000	328,000	1,505,000
Water Well No 8 Renovation	-	-	-	50,000	428,000	478,000
WATER TOTALS	805,000	300,000	309,000	368,000	756,000	2,538,000
WASTEWATER						
Feasibility Study for water reclamation to potable water	50,000	-	-	-	-	50,000
WWTP Flood Protection Feasibility Study	75,000	-	-	-	-	75,000
Inflow and Infiltration Study	90,000	-	-	-	-	90,000
WWTP - Gate Replacement	120,000	-	-	-	-	120,000
WWTP Clarifier Automation Cleaning System	200,000	-	-	-	-	200,000
WWTP Basin Slide Gate Replacement	-	-	-	131,000	-	131,000
WWTP Priority Electrical Improvements	-	-	-	2,048,000	-	2,048,000
WWTP Treatment Process Optimization	-	-	-	2,853,000	-	2,853,000
WWTP Clarifier Rehab	-	-	-	1,180,000	-	1,180,000
WWTP Chlorine Conversion/Dechlor Improvements	-	-	-	517,000	-	517,000
WWTP - New Headwork System	-	-	-	1,330,000	-	1,330,000

City of West University Place, Texas
5-YEAR COMMUNITY IMPROVEMENT PLAN
Presented 9/17/2019

	2020	2021	2022	2023	2024	Total
WWTP - Mechanical Step Screen	-	-	-	672,000	-	672,000
WWTP - Grit Chamber	-	-	-	1,010,000	-	1,010,000
WWTP - Consolidated Operations and Maintenance Manual	-	-	-	74,000	-	74,000
WWTP - NEW Lab Admin Building	-	-	-	1,839,000	-	1,839,000
WWTP - Site Work	-	-	-	425,000	-	425,000
WWTP - Structural Evaluation	-	-	-	37,000	-	37,000
WWTP - Convert Thickener to Digester	-	-	-	354,000	-	354,000
WWTP - Security Improvements (Cameras)	-	-	-	45,000	-	45,000
WWTP - Relocate Digester Pumps	-	-	-	328,000	-	328,000
WASTEWATER TOTALS	535,000	-	-	12,843,000	-	13,378,000
STREETS AND SIDEWALKS						
Pedestrian Bridge Renovations	65,000	-	-	-	-	65,000
Storm Water Mgt Program	100,000	103,000	106,000	109,000	112,000	530,000
Sidewalk Management Plan (short driveway/sidewalk replacement)	475,000	489,000	504,000	519,000	535,000	2,522,000
Buffalo Speedway Road & Draining Improv. - Design & TXDOT	4,617,000	-	-	-	-	4,617,000
Buffalo Speedway Road Construction	11,445,000	-	-	-	-	11,445,000
Buffalo Speedway Drainage Construction	16,538,000	-	-	-	-	16,538,000
ROW Master Plan (complete condition assessment and plan repairs)	-	250,000	300,000	500,000	500,000	1,550,000
STREETS AND SIDEWALKS TOTALS	33,240,000	842,000	910,000	1,128,000	1,147,000	37,267,000
PARKS						
Colonial Park Pool Resurface	117,500	-	-	-	-	117,500
Colonial Park Water Feature Replacement	175,000	-	-	-	-	175,000
Colonial Park East Redevelopment	263,000	-	-	-	-	263,000
Wier Park Improvements	-	-	175,000	-	-	175,000
Colonial Park Pool Safety Equipment Improvements	-	82,000	-	-	-	82,000
Huffington Park Improvements	-	103,000	-	-	-	103,000
Judson Park Improvements	-	108,000	-	-	-	108,000
PARKS TOTALS	555,500	293,000	175,000	-	-	1,023,500
FACILITIES						
City Wide Facilities Condition and Security Assessment	75,000	-	-	-	-	75,000
HVAC Equipment Replacement Program	-	-	-	200,000	-	200,000
Replacement of Roof in the Fire Bay Area	-	-	106,000	-	-	106,000
FACILITIES TOTALS	75,000	-	106,000	200,000	-	381,000

City of West University Place, Texas
5-YEAR COMMUNITY IMPROVEMENT PLAN
Presented 9/17/2019

	2020	2021	2022	2023	2024	Total
OTHER IMPROVEMENTS						
City Hall Council Chambers & Meeting Room Audio Visual Upgrades	110,000	-	-	-	-	110,000
Virtual Gate - Phase I	300,000	-	-	-	-	300,000
Virtual Gate - Phase II	2,160,000	-	-	-	-	2,160,000
Weslayan - Traffic Signal Improvements	-	310,000	-	-	-	310,000
City Wide Engineering Traffic Study/Implementation	-	150,000	-	-	-	150,000
OTHER IMPROVEMENTS TOTALS	2,570,000	460,000	-	-	-	3,030,000
CIP GRAND TOTALS						
	67,430,500	4,764,000	26,342,200	28,000,000	1,903,000	128,439,700