

PROPERTY MANAGEMENT COMMITTEE

March 22, 2012

5:30 p.m.

Courthouse

MINUTES:

MEMBERS PRESENT:

Commissioner Adam Coggin
Commissioner Carol Cook
Commissioner Gary Farley
Commissioner Chantho Sourinho
Commissioner Matt Young
Commissioner Allen McAdoo, C

OTHERS PRESENT:

Ernest Burgess Laura Bohling
Randy Garrett Brian Rich
Ashlee Reaves Becky Shelton

Chairman McAdoo presided and called the meeting to order at 5:30 p.m. with five members being present at that time.

MINUTES:

"Commissioner Cook moved, seconded by Commissioner Sourinho, to approve the minutes of the last meeting as mailed. This motion passed unanimously by acclamation."

FOSTERVILLE-MIDLAND VOLUNTEER FIRE DEPARTMENT LEASE:

The Committee was first provided a proposed ten year lease with the Fosterville-Midland Volunteer Fire Department at One Dollar (\$1.00) per year. Although no feedback has been received from the volunteer fire department, the County is in partnership with the volunteer fire department to build the building, the volunteer fire department will then turn the building over to the County and the County in turn will lease the premises back to the volunteer fire department. Bids are being taken April 17 and Mayor Burgess advised he wanted the lease arrangement handled before taking bids. Following discussion,

"Commissioner Farley moved, seconded by Commissioner Sourinho, to approve execution of the Lease Agreement with the Fosterville-Midland Volunteer Fire Department concurrent with the transfer of the property to the County with final approval of the Lease Agreement by the County Attorney. This motion passed unanimously by roll call vote."

REPORT ON S.O. KITCHEN RENOVATION/EXPANSION BIDS:

Mayor Burgess and Randy Garrett advised the work started last week and has a 200 day completion.

UPDATE ON S.O. BRICK REMEDIATION:

Mayor Burgess advised as of February 20 approximately 53% was completed. Randy Garrett advised three-fourths of the work has now been completed. Mayor Burgess advised he thought the project would be within budget.

UPDATE ON SMYRNA HEALTH DEPARTMENT ADDITION:

Mayor Burgess advised the project is a little behind but is progressing.

UPDATE ON FOSTERVILLE/MIDLAND VOLUNTEER FIRE DEPARTMENT BUILDING:

Mayor Burgess advised bids will be taken April 17 and is funded \$130,000 with County funds and \$20,000 from the volunteer fire department. The building is to be bid in three phases including (1) a shell building with infrastructure; (2) further extension of walls or

(3) complete building. Mayor Burgess advised the County Attorney has advised the County is required to secure surety bonds on projects over \$100,000 and this may prevent some smaller companies from bidding on the job. There are, however, options available to contractors on the bond and the Mayor will convey this information to the contractors.

UPDATE ON FIRE/RESCUE BUILDING:

Mayor Burgess advised it was anticipated the County will be in the building by May 1 and the project is within budget.

CAPITAL PROJECTS UPDATE:

Chairman McAdoo advised he had heard that capital project requests were being turned into the Mayor's Office and inquired if there was any report to the Committee. Mayor Burgess advised in the budget process capital project requests were turned into the Mayor's Office but these are generally cars, technology, etc. and not necessarily building projects. Mayor Burgess advised the Finance Department prepares a Capital Building Projects report and this should be provided to the Committee.

Commissioner Young inquired if any information was available on future capital building plans. Commissioner Farley advised plans have been prepared in the past but not always followed. The Committee was advised the School Board has projected one elementary school to be built in 2014. Mayor Burgess advised when the County goes to the bond market the information is provided and included the Joe B. Jackson Parkway, new Judicial Building, jail addition, etc. The jail addition can now be removed from the list. Commissioner Farley advised when the County does a bond issue the Finance Director advises of the potential capital projects.

Mayor Burgess advised any new Judicial Building will have to be paid for through general fund revenue because the Litigation Fund is dedicated to the Correctional Work Center and Juvenile Detention Center. Circuit Court Clerk Bohling advised no additional fees are available through T.C.A. to help fund this construction. Mayor Burgess advised the new Judicial Building takes the entire block previously acquired minus the old Health Department with no room for parking which would have to be elsewhere. Commissioner Farley advised it would probably require a 20¢ tax increase to build the Judicial Building now. Mayor Burgess advised the County has the ability to pay off \$25,000,000 per year and borrow another \$25,000,000 without affecting the tax rate. However, this year will be difficult to balance the operating budget.

Chairman McAdoo advised the County has an entire block and needs to know what to do with it including selling. Mayor Burgess advised the County will build the Judicial Building within the next five years. The Development Tax can be used for capital projects also but has been spent down to \$1,000,000. Various tools of the County have been spent down and the County does not have as many resources available.

Commissioner Coggin advised a 3 to 5 year strategic plan would be a helpful tool. Chairman McAdoo advised new commissioners need to be brought up to date on outstanding projects. Commissioner Farley advised the Finance Director reviewed in the Commission outstanding projects. Mayor Burgess advised he could have held an orientation session on this.

Circuit Court Clerk Bohling advised the courts have already hit the 2015 stats projected for the new Judicial Building and she would like to review the plans to see if they are still sufficient.

There appearing to be no further business to come before the Committee, Chairman McAdoo declared the meeting adjourned at 6:19 p.m.

ALLEN McADOO, Chairman