

Capital Improvements Authority
Minutes of Regular Meeting

May 16, 2012 - 4:00 p.m.

Present: Ambrose Buckman, Gene Deckard, Mike Edwards, John Hill, Bob Ingle, and Estella Morrison.

Absent: Jim Alderson.

Also Present: David Haugland, City Manager, Clint Reno, Police Lieutenant Chief, Kent Cantrell, Fire Chief, Katie Noyd, Parks and Recreation Director, and Shannon Stroud, Authority Secretary.

1. Approval of Minutes: Gene Deckard motioned to approve the March 12, 2012 meeting minutes; Mike Edwards seconded. Motion approved.
2. Approval: Budget Spreadsheet: Authority members reviewed the Budget Spreadsheet for March and April 2012. Steve Marriott, Director of Administrative Services thanked Authority members for stopping by the Finance Departments Open House and proceeded with presenting the Budget Spreadsheets. The Beginning Balance is \$2,067, 095.34. Total Revenues are \$68,684.55. Total Expenditures of \$66,692.17 leave a Total Ending Balance of \$2,069,087.72. Committed Funds were reviewed individually. The Total Available Cash Balance is \$ 1,555,071.06. The Gross Sales Tax Collections, Net Capital Improvement Sales Tax Collections, Gross Sales Tax Receipts, and Gross Sales Tax by Month are included and were reviewed. Mike Edwards motioned to approve the spreadsheet totals for March and April 2012; John Hill seconded. Motion approved.
3. Discussion: Completion of Retaining Wall at Fire Station: Kent Cantrell, Fire Chief reported that Construction Services has completed the wall. Photographs were provided to show before and after. The project sustained some rainy days and has not leaked. Cantrell congratulated Construction Services for a job well done and thanked the Capital Improvements Authority for aiding us in improving the Fire Station.
4. Approval: Driveway and Parking Lot at Fire Station: Kent Cantrell, Fire Chief began discussion of the Fire Station driveway and parking lot. Today, he is looking for an approval to push forward with the project. Portions of the concrete at the station's driveway entrance and the rear garage approaches have crumbled over time and are in need of replacement. This is a project that exceeds available funds through typical General Fund budgeting. This project was included in the "Capital Improvements Plan" presented in 2011. In 2011 staff had projected the cost of the project to be \$75, 000. If endorsement is received, a job proposal with costs estimates will be created by working with Chad Birdsong. Fund allocation would be brought back to a future meeting. Bob Ingle motioned to proceed; Mike Edwards seconded. Motion approved.
5. Approval: Lake Fountains and Installation at Golf Course: Gerald Edwards, Golf Board Chairman briefed Authority members on this issue. In an effort to bring our greens up to a competitive standard with area courses, bids went out for 2 fountains including installations for the lakes on holes #2 and #3. Estimates have been received. Midwest Pump & Fountain LLC submitted the low bid. Prep work for installation and electricity were obtained from S&M Electric. Eric Lane, Golf Superintendent explained the problem and commented that the maintenance would be minimal in taking this approach. Bob Ingle motioned to approve at a cost of \$8,620; Estella Morrison seconded. Motion approved.

6. Approval: Animal Control Center Request of Additional Funds: Chad Birdsong, Director of Public Works began discussion with a breakdown of the project. Some of the budgeted line items have exceeded the original budget figures for materials and labor and some have come in under. This has caused a cost over-run of \$93,308.39. Authority member, Bob Ingle asked Animal Control Officers if there is an appropriate dog run outside. There is not. Ingle recommended that the Authority allow additional funds to complete the project with the dog run. Animal Control Officer, Kristina Baxter commented that there is space in the back of the center but it does not include an outside dog run nor does it include a fenced area for larger, outside animals that are temporarily housed until a home is found for them. Bob Ingle motioned to approve the cost over-run of \$93,308.39 and an additional \$12,000 for a dog run and fencing; Estella Morrison seconded. Motion approved.
7. Discussion: Potential New Project: David Haugland discussed a potential project that is not in the 5 year plan. Keith Winge, Representative of DEP assisted in the discussion and will partner with the City on the project. The lot that housed Shelton's Carpet is now vacant. DEP would like to purchase it to construct a Covered Event Center for the farmers markets, musicals, etc., to provide shaded areas during events. Chad Birdsong has cost estimates for electrical, storm drains, wood trusses, etc. Total cost of the project would be approximately \$209,000. DEP would be purchasing the lot at \$20,000 and has an additional \$25,000 to assist in construction of the structure. David Haugland is seeking approval from the Authority to push forward. Authority members are in favor of the project.
8. Comments: None.
9. Adjourn: The meeting adjourned at 5:10 p.m.

Shannon Stroud/Secretary