

*****October 28, 2013*****

The Signal Mountain Town Council held a special agenda meeting on Monday, October 28, 2013 at 10:00 a.m.

Those present were: Vice Mayor Susan Robertson
Councilmember Annette Allen
Councilmember Dick Gee
Councilmember Bill Wallace

Others present were: Town Manager Chris Dorsey
Police Chief Boyd Veal
Finance Director/Recorder Carol White
See attached list for others present

Barbara Womack, Tree Board Vice Chair, requested that the Council allow her to recruit a sub-committee to address treatment of the woolly adelgid to protect native hemlocks. Ms. Womack explained that this effort will include fund raising along with selection and treatment of trees for a 5 to 10 year period. She informed the Council that the committee should be comprised of members from the Tree and Parks Boards along with members of the community. After discussion, the Council decided to authorize a Hemlock Conservation Task Force under the Citizen's Advisory Board.

Loretta Hopper, Public Works Director, presented the Council with a preliminary cost estimate for the proposed public works facility (copy attached). Rice Williams, Principal of ArTech and his staff presented a graphic representation of the proposed facility and answered questions from the Council. Mr. Williams explained that the facility will include administration offices, a maintenance garage with three bays, a covered equipment storage building with a tool room, and a semi-enclosed truck wash.

Ms. Hopper informed the Council that a public hearing was held on Monday, October 21st. This meeting was attended by residents of Jamestown and residents of the area surrounding the public works facility site. Some of the concerns expressed by the residents dealt with drainage, site line visibility and lighting. Ms. Hopper stated that all of the residents' concerns were addressed in the currently proposed plan, and that the residents had expressed satisfaction with the current proposal.

Chris Dorsey, Town Manager, informed the Council that there are other costs that are not currently reflected in the cost estimate. These include such items as site work, architectural services, phone and computer systems, a truck scale, furniture and equipment, fencing, etc. He agreed to provide the Council with the estimates for these additional costs at a later meeting.

RESOLUTIONS

1. "A RESOLUTION ENCOURAGING THE TENNESSEE DEPARTMENT OF ENVIRONMENTAL CONSERVATION (TDEC) TO APPROVE ORANGE GROVE'S APPLICATION FOR HUB AND SPOKE GRANT FUNDS TO IMPROVE AND EXPAND ITS RECYCLING EFFORTS."

Vice Mayor Robertson explained that Orange Grove had asked the Council for a resolution to support its application for grant funds. Councilmember Allen made a motion to approve the resolution. Councilmember Gee seconded the motion. All present being in favor, the resolution was passed.

DISCUSSIONS

Police Chief Boyd Veal informed the Council that the Police Department has received a grant from the Governor's Highway Safety Office to use for traffic control and DUI enforcement. He explained the grant, in the amount of \$4,995, will cover overtime and related expenses.

Mr. Dorsey informed the Council that he had spoken with MTAS consultant Honna Rogers to establish a date for a strategic planning session. Ms. Rogers had requested that the Council choose a Friday to have the session. After discussion, the Council determined that January was the earliest time the Council could meet. The Council members agreed to let Mr. Dorsey know their preference for Fridays in January.

Mr. Dorsey asked the Council to consider hiring the Southeast Tennessee Development District for assistance with planning, design and zoning issues previously provided by the RPA. Mr. Dorsey sent the SETDD 6 months of minutes from the Planning Commission and the BZA. Based on that information, the SETDD estimates our costs would be around \$12,500 per year. This is less than one fourth of what a full-time staff planner would cost.

Councilmember Allen and Missy Cantrell, Planning Commission Secretary, visited with SETDD officials. Councilmember Allen reported that they were impressed with the depth and breadth of the services to be provided. In addition to helping the Planning Commission with its review of the zoning ordinance, the SETDD will review plats, hold public meetings, attend Planning Commission meetings, provide support to the BZA, and work with the DRC on design guidelines for commercial and multi-family residences.

Mr. Dorsey explained that the SETDD would be a valuable resource to assist the Town with the development agreement currently required for Jack Kreusi's new PUD. Councilmember Allen explained that more developments are expected now that new waste treatment options are available. Mr. Dorsey explained that the RPA is planning to charge for their services and may no longer be available when needed.

The Council requested that approval of an agreement be added to the next meeting agenda.

Mr. Dorsey informed the Council that preliminary numbers are in for the Hodgepodge Fall Festival. Based on the pre-reconciliation of the accounts, the estimated profit will be approximately \$3,500. Barb Storm, MACC Director, gave the Council a review of how well this year's Hodgepodge was received by visitors.

The Council discussed various potential sources for funding several large capital projects currently under review—a new public works facility, the resurfacing of James Boulevard and repairs to the MACC facility. Mr. Dorsey reminded the Council that there currently is no budget set up to allow payments for debt service. It was determined that further evaluation of potential options is required.

Mr. Dorsey informed the Council that the slip culvert for the emergency road repair on Wood Sorrell in the Fox Run subdivision will be delivered on Tuesday. The contractor is mobilizing today and will perform the repair as soon as the culvert arrives at the site.

Mr. Dorsey explained that the most recent cost estimates requested by the Council were completed by CTI Engineering for the James Boulevard project. The costs of the options requested: standard concrete is \$9 per square foot; river rock and sand is \$15.00 per square foot (which adds approximately \$220,000 to the project); and colored concrete is \$18.00 per square foot and is not recommended by the concrete contractor because the color will wear off in time. The Council asked that a decision/action item be added to the next regular meeting agenda so that the Council can vote on which options to pursue for the James Boulevard project.

Ms. Hopper informed the Council that she had spoken with Melissa Taylor, Director of Strategic & Long Range Planning for the RPA, who stated that the grant for James Boulevard is capped in the amount of \$592,800.00. However, Ms. Hopper explained that a review of the TIPS grant form that she had on file indicates the grant cap is \$638,800.00. Ms. Hopper said she will get clarification to determine the exact amount.

Based on an 80/20 grant of \$592,800.00, the state's share will be \$474,240.00. Mr. Dorsey explained to the Council that this means that any costs that exceed the \$474,240.00 will be the responsibility of the town. The Council discussed the costs of the projects as follows:

Estimate for construction of road at 38' wide, concrete, with rails	\$517,000.00
Estimate for engineering, mobilization, demo, etc.	<u>\$325,000.00</u>
Estimated total project costs	\$842,000.00
Less TIPS grant	<u>\$474,240.00</u>
Balance due from Town	\$367,760.00
Estimate for construction of road at 38' wide, asphalt, with rails	\$302,000.00
Estimate for construction of road at 38' wide, asphalt, w/o rails	\$232,000.00

The Council again discussed potential funding sources for this project along with several other projects currently under consideration. Vice Mayor Robertson stated that efforts to explain to

the public the need for these projects should begin as soon as possible. She said it was important to have the public's support before moving forward.

Councilmember Gee requested clarification of the timing of borrowing \$3 million in January and the impact that would have on the budget. Mr. Dorsey explained that if the Council borrowed \$3 million in January, the first interest payment would be due July or August, with principal and an additional interest payment due at one year. Mr. Dorsey cautioned that while the expense would be budgeted, the revenue to make the payments would also need to be included and right now it is not there.

Councilmember Gee asked if it is possible for the Town to be under a loan agreement before the end of the year. Mr. Dorsey stated that would not be realistic because we have not yet gone out for bids, and therefore the amount we would have to borrow has not yet been established.

Vice Mayor Robertson asked what the annual payment would be on \$3 million. Mr. Dorsey explained that the payment would be approximately \$200,000 per year based on information obtained from the Tennessee Municipal Bond Fund. He reminded the Council that this estimate is based on a very modest interest rate for the first 5 years, however that interest rate could then increase dramatically and affect the amount of the yearly payment.

The November 11, 2013 regular meeting agenda was discussed as follows:

- James Boulevard Discussion/Action
- Resolution Recognizing Green Giant Swim Team
- Appointing MACC Board Member
- Resolution to Award Contract to Southeast Development District
- Ordinance Pro-Rating Town Facility Fees – second reading

Mr. Dorsey informed the Council that he and the Mayor had met with Phil Noblett, Town Attorney. They presented him with a copy of the evaluation criteria that the Council has decided on. Mr. Noblett will review the criteria and provide comments at a later time. However, his initial impressions were that the criteria were ok. Mr. Dorsey would like the Mayor to speak to the Council about this at the next agenda meeting.

Councilmember Gee informed the Council that residents are speeding when using the Hidden Brook Subdivision as a short-cut to James Boulevard (Timberlinks to Mountain Creek Road to Hidden Brook Lane up through Birnam Wood to Inverness to James Blvd.). Councilmember Gee asked if this route can be designated as a non-thoroughfare. Chief Veal will have a speed dolly placed on that route.

Mr. Dorsey reminded the Council that the Plan of Services the Town agreed to provide during the recent annexation requires a study to be performed within the first year to determine the need for fire services. Fire Chief Eric Mitchell has been working with MTAS to get that study started. In addition, Chief Mitchell informed the Council that the town is also due for a new ISO rating review.

There being no further business, the meeting was adjourned.



Bill Lusk, Mayor



Recorder



SIGNAL MOUNTAIN PUBLIC WORKS
PRELIMINARY COST ESTIMATE SUMMARY
10.31.13

Maintenance / Office Building

Total Square Feet = 7,000
Estimated Cost per Square Foot = \$88.00

Total Cost: = \$616,000.00

Truck Wash

Total Square Feet = 840
Estimated Cost per Square Foot = \$75.00

Total Cost: = \$63,000

Equipment Shed / Tool Room

Total Square Feet = 4,000
Estimated Cost per Square Foot = \$60.00

Total Cost: = \$240,000

SUMMARY:

\$616,000
63,000
240,000
\$919,000

Additional Costs Not Included

Site Cost
Permitting
Architectural / MEP Fees
Civil Fees

Signal Mountain Public Works Facility
Civil Engineering Site Work Estimate

Date 10/25/2013 12:42

Item Description	Quantity	Units	Unit Price	Item Total
Demolition of Existing Shed	3500	sf	\$ 1.00	\$ 3,500.00
Demolition of Existing Maintenance Building	3500	sf	\$ 3.00	\$ 10,500.00
Remove existing sanitary line	180	lf	\$ 10.00	\$ 1,800.00
Construct new site retaining wall	150	sf	\$ 45.00	\$ 6,750.00
Undercut portion of new building pad	600	cy	\$ 18.00	\$ 10,800.00
General site grading	58,000	sf	\$ 2.00	\$ 116,000.00
Install new drainage structure	1	ea	\$ 5,000.00	\$ 5,000.00
Install new storm drain pipe	180	lf	\$ 35.00	\$ 6,300.00
Install rainwater harvesting system	1	ea	\$ 3,500.00	\$ 3,500.00
Install new water line	140	lf	\$ 25.00	\$ 3,500.00
Install new sanitary sewer	200	lf	\$ 10.00	\$ 2,000.00
Install grinder pump	1	ea	\$ 12,000.00	\$ 12,000.00
Install new force main	700	lf	\$ 12.00	\$ 8,400.00
Install new gas line	425	lf	\$ 9.40	\$ 3,995.00
Provide new driveway pavement	5000	sf	\$ 6.00	\$ 30,000.00
Subtotal				\$ 224,045.00
Contingency			20%	\$ 44,809.00
Total Estimated Cost				\$ 268,854.00