



CITY OF GERMANTOWN TENNESSEE

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FINANCIAL ADVISORY COMMISSION MINUTES

Tuesday, March 27, 2018, 6.00 p.m.
Economic & Community Development Klein Conference Room
1920 S. Germantown Road, Germantown, TN 38138

Members Present: Stacey Barrom, Hal Beckham, Brian Carney, Clint Hardin, Ashley Hopper, Alderman Rocky Janda, Russell Johnson, Julie Klein, Walter Krug, Christine Menzel, Paul Mosteller, Alan Richmond, Donnie Rose, Harold Steinberg, Denise Stumph, Richard Vosburg, Brandon Westbrook, Brian White, Scott Wickliffe

Members Absent: Blake Deaton, Jason Lowe, Chris Miller, Frederick Miller, Julius Moody

Staff Present: Alderman John Barzizza, Jeff Beaman, Pam Beasley, Paul Chandler, Reynold Douglas, De'Kisha Fondon, Alderman Mary Anne Gibson, Tim Gwaltney, Jason Huisman, Patrick Lawton, Bo Mills, Phil Rogers, Cameron Ross, Sherry Rowell, Adrienne Royals, Emily Rozar, Andrew Sanders, Chief John Selberg

CALL TO ORDER

Co-Chairman Johnson called the March 27th, 2018 Financial Advisory Commission meeting to order.

ESTABLISHMENT OF A QUORUM

Mr. Lawton then called the roll and announced that a quorum was present.

OVERVIEW OF THE FY19 CAPITAL IMPROVEMENT PROGRAM

Mr. Lawton said the Capital Improvement Plan (CIP) is a component of the City of Germantown's Financial Policies that are contained in the budget and adopted by the Board of Mayor and Aldermen (BMA) on an annual basis. Also, annually a capital improvements team is in place to look at the various submissions for all of the capital work to be done. After careful review and evaluation, this team prioritizes and then determines which projects will move on for further consideration.

Mr. Lawton advised that there are twenty-four proposed projects in the FY19 CIP Program totaling just over \$26 million; funding is provided through a combination use of reserves, bond proceeds from last year and grants obtained primarily from the Tennessee Department of Transportation (TDOT). Mr. Lawton further advised that there are a couple of school projects (administrative building and field house) with the Germantown Municipal School District (GMSD) that will appear as a form of a General Fund Transfer.

A) GENERAL GOVERNMENT PROJECTS

- The Grove Construction (\$3,200,000) – Improvements to the north side of the Germantown Performing Arts Center (GPAC) for the establishment of an outdoor venue for concerts and other outdoor related entertainment. The funding source includes reserves (\$2,000,000) and grants (\$1,200,000). After a short discussion regarding related traffic issues, Mr. Nick Dahl (Great Hall Manager) advised that there will be a pedestrian friendly pathway from the Thornwood entrance; also, per the Director of Engineering (Tim Gwaltney), a round-about will most likely be constructed to help with the traffic flow on Neshoba Road.

- City Hall Elevator Replacement (\$260,000) – The original elevator in City Hall failed in FY18; because it is not cost effective to neither repair nor replace it, the construction of a new elevator will begin in FY19. Total funding is from the Hall Income Tax.
- Fire Engine Replacement F-156 (\$860,000) – The purchase of a new fire pumper to replace the seventeen year old fire engine that is currently assigned to the fire station on Farmington Boulevard. Per Chief Selberg, this new engine will assure liability of our fleet as well as bring several enhancements and safety improvements. This too is totally funded through the Hall Income Tax.

B) MAJOR ROADS PROJECTS

- Poplar Avenue Culvert Replacement Phase IV – Construction and CEI (\$525,000) – Continuation of ongoing project to repair/replace damaged culverts under Poplar Avenue. Approximately 46 culverts were inspected and at least 31 need some form of rehab. Project funding is 100% by the State (TDOT).
- Forest Hill Irene Road Widening-Poplar Pike to Winchester Road (\$6,300,000) – Involves widening the road from existing 2-lanes to a 5-lane median with a divided urban cross-section. Mr. Gwaltney advised that construction is scheduled to start in early summer and hopefully will be completed roughly around the time that schools start back in the fall of 2019. This project is funded through City Reserves (proceeds from last September's bond issue).

Concerns were expressed about the road widening for the northern segment of FHI. Alderman Janda and Mr. Lawton advised that this project is not included in the current five year plan (outer years); although it has been identified, cost (approximately \$3 million) is the primary reason for its postponement as it did not make the final cut. The formation of a sub-committee was considered and Mr. Vosburg recommended that staff put it back in the plan for subsequent years. Mr. Lawton said the project would be revisited.

- Winchester Road Milling, Paving and Striping—Construction and CEI (\$1,460,000) – Mr. Gwaltney said this is the milling (removal of existing surface asphalt) and repaving of Winchester Road from Forest Hill Irene (FHI) Road out to the eastern City limits. He further stated that the City is being reimbursed 80% (\$1,168,000) by the State/Federal government. The remaining 20% (\$292,000) will come from reserves.

C) INTERSECTIONS & OTHER PROJECTS

- Wolf River Boulevard/Germantown Road Intersection Improvements – Construction and CEI (\$3,800,000) – This project entails adding lanes and making signal modifications to all approaches of this major intersection in order to increase passage as well as safety. This project is 100% funded by State/Federal government.
- Signal Upgrades – Hacks Cross @ Poplar Pike; Kirby @ Poplar Avenue; Poplar Pike @Germantown Road/Arthur Road (\$1,050,000) – Upgrades include replacement of existing span bar, signalized intersections with Germantown's standard mast arms. This project is also 100% funded by State/Federal Government.
- Decorative Street Signs (\$25,000) – This proposed project is for the Fox Meadows subdivision. Mr. Cameron Ross, Director of Economic and Community Development advised that there are approximately 30 decorative posts in which the total cost is split 50/50 with Fox Meadows residents (\$12,500 from the City and \$12,500 from the neighborhood). Once they come up with the funds, the City will match the money and put it in the budget.
- Safe Routes to School Phase I (\$139,000) & Phase II (\$173,000) – A grant was awarded for the Riverdale Elementary School area. The project involves sidewalk installation along Miller Farms and installation of bike lanes along Poplar Estates. These two phases are currently in the design stage and construction will begin later this summer. Funds provided by State/Federal government.
- Central Business District Streetscape Master Plan Implementation (\$500,000) – This is the continued implementation of the Streetscape Master Plan for Germantown's Central Business District (CBD). Improvements to visual elements (streets, sidewalks, landscaping, open spaces etc.) will help to enhance the district's character. The Hall Income Tax is the source of funding for this project.
- ADA Transition Plan (\$175,000) – This plan takes into account all of the City's public right-of-ways including right-of-ways to the entrances of all public facilities. Funding includes an 80/20 split with TDOT; 80% (\$140,000) is paid by State/Federal government and 20% (\$35,000) comes from City reserves.

D) DRAINAGE PROJECTS

- City Wide Master Drainage Plan and Infrastructure Inventory (\$150,000) – Per Mr. Gwaltney, this is the third phase of the plan. Rough boundaries include west Brierbrook, east Allenby, south Poplar and the north side of Wolf River Boulevard. This goal is to develop a comprehensive drainage plan for the entire City that addresses existing drainage and flooding

problems and will also help to avoid creating future drainage issues as well. Source of funding is provided by the State/Federal government.

- Annual Miscellaneous Drainage Improvements (\$50,000) – Addresses small isolated emergency problems that do not require detailed plans/specifications. This project is funded from our City reserves.

E) PARKS

- Greenway Trail Connectors Phase IV (\$1,850,000) – Per Ms. Pam Beasley (Director of Parks and Recreation), this project is actually two small connectors. The original design called for a short 10' wide section to connect Neshoba Park to the new section (east of Stern Medical all the way to Cameron Brown Park) of greenway. The second connection will be an extension from Cameron Brown Park all the way east to the intersection of Farmington and WRB. Funding is \$1,480,000 (80%) paid by State/Federal government, plus \$370,000 (20%) paid from City reserves.
- Farmington Playground Renovation Phase II (\$430,000) – This project includes site work to improve drainage and erosion control to address safety concerns and deterioration of the park. Source of Funding is \$215,000 from reserves and \$215,000 in grant money.
- Parks Master Plan System Design (\$400,000) – The initial focus is on neighborhood parks, Cameron Brown Park and parks along Poplar Pike. Ms. Beasley advised that this is a twenty-year plan and noted the following 4 takeaways:
 - Reinvestment in existing parks;
 - Completion of Greenways and trails (Greenway Master Plan);
 - The acquirement of additional park land for expansion to some of our major parks which in turn, will allow growth and development of youth sports. Also per Ms. Beasley, provisions need to be made for a neighborhood park in south Germantown; and
 - The redesigning of the City's Legacy parks. Cameron Brown Park, Municipal Park and the Collection of Parks are considered "destination" parks because they are the most used and have the most volume. The \$400,000 that is being requested from reserves will allow us to begin some of the design process.

F) GERMANTOWN ATHLETIC CLUB

- GAC Renovations Phase IV (\$800,000) – Mr. Phil Rogers (Director of Germantown Athletic Club) said this phase will consist of the construction of a mezzanine at the 2nd floor which will create space for a café and sitting area. Also, the front entry check-in desk will be reconfigured and moved to the middle for better traffic flow upon entering and leaving the front entrance of the facility. And lastly, a facelift will be given to the exterior of the Club. Renovations will be paid from City reserves.
- Interior Security Cameras (\$150,000) – The current security camera system that is in place is approximately 15 years old. It is not working properly but is out of date as well. The requested amount of \$150,000 will allow a new, scalable system that will operate within the facility, outside the facility and eventually will integrate with other City entities. Again, funding is from City reserves.

G) UTILITY FUND

- Western Gateway Sewer Improvements – Construction (\$2,000,000) – Per Mr. Mills, this project involves the actual construction of approximately 9,000 feet of new sewer line and easements necessary to accommodate full build-out of the Western Gateway. Source of Funding is from City reserves.
- Southern Avenue Water Treatment Plant Electrical Panel Upgrade Phase II (\$175,000) – This project includes the replacement of original electrical panels that was constructed in 1978. This is actually a project continuance from last year. Once the project was evaluated and examined by experts, the cost of repairs exceeded the FY18 budgeted amount of \$183,000. The re-budgeting of \$175,000 (reserves) will allow additional cabinets, a new transfer switch and panel upgrades.
- Annexation Area Water Main Construction – Phase1 (\$1,140,000) – Installation of approximately 1,350 linear feet of 24 inch water main and 4,500 feet of 12 inch water main to serve the new school, and to connect the City's system in at Poplar Pike to the system in Winchester Road bringing more volume and pressure to the area (south of Winchester).
- Water Main for Elevated Water Tower – East of New School (\$243,100) –A proposed CIP project for FY20 is in place to construct a new elevated tank just east of the new school. Per Mr. Mills, it is imperative that we bring the 24 inch water main from the ROW of Forest Hill to the site to supply the water while the school infrastructure is under construction. The main purpose of this project is to lay 1,350 linear feet of 24 inch water main to serve the new elevated tower. Funding will come from City reserves.

In closing, Mr. Lawton spoke briefly on the Funding Summary for FY19. He said expenditures just over \$26 million include funding from the City's General Government/Utility/GAC Reserves, bond proceeds leftover from last year (General and Utility), State/Intergovernmental/Grants, and the Hall Income Tax. Mr. Lawton further advised that there are no plans for General Obligation Bonds at this point and time.

Mr. Vosburg stated that there are two main issues regarding the FY19 Capital Improvements Program: 1) funding availability for the Wolf River milling and paving *west* of Germantown Road and 2) Timing of the FHI widening *north* of Poplar Avenue. He mentioned that the road widening project disappeared or dropped off last year's CIP plan. Mr. Lawton agreed and said this is due primarily to funding—we are not 100% sure that all projects will be completed, especially this one which cost approximately \$3 million. He also explained that \$1.7 million is land acquisition money; there was no increase in price as \$3.8 million is the actual construction price now. Also, Alderman Janda added that the increase in cost is mainly due to the construction of the right-of-way. After noting some significant changes from last year's CIP plan, commission members asked to be informed of any major changes prior to the actual meeting.

****MOTION****

Mr. Mosteller moved to approve the FY19 Capital Improvements Program as presented. Mr. Westbrook seconded and the motion passed unanimously.

OTHER BUSINESS

Mr. Lawton said additional capital projects may be presented for consideration when Superintendent Jason Manuel presents the FY19 Germantown Municipal School District Budget on April 17th. Outside of additional school projects, Mr. Lawton said the five year budget plan hopefully is set however, it may have to be adjusted depending on what we see at the district level and/or after a review of the General Fund which is where most of the dollars will come from. Additionally, Special Revenue Funds for FY19 will also be presented at the April 17th, 2018 meeting.

****MOTION****

Mr. Steinberg moved to adjourn the meeting. Mr. Hardin seconded and the motion passed unanimously.

ADJOURNMENT

With that, the meeting was adjourned.