



CITY OF GERMANTOWN TENNESSEE

1930 South Germantown Road • Germantown, Tennessee 38138-2815
Phone (901) 757-7200 Fax (901) 757-7292 www.germantown-tn.gov

Financial Advisory Commission Minutes

Tuesday, March 20, 2012, 6.30pm
Blue Room, 1920 S Germantown Rd

Members Present:

Ald. Mark Billingsley, Vincent Correale, Eddie Cox, Sharon Hammer, Chairman Clint Hardin, Thomas Harrison, Russell Johnson, Mark Kooker, Walter Krug, Howard Lasley, Frank Markus, Frederick Miller, Julius Moody, Armando Quinn, Ron Sklar, Harold Steinberg, Richard Wagoner, Jeff Weesner and Leslie Wolfgang,

Members Absent:

Mike Agee, Paul Volpe and Brian White

Staff Present:

Jeff Beaman, Tim Bierdz, George Brogdon, Butch Eder, Ralph Gabb, Kristen Geiger, Tim Gwaltney, Bo Mills, Joe Nunes, Chuck Porter, Phil Rogers, Adrienne Royals, Sherry Rowell, John Selberg, Jonathan Smith and Michael Stoll.

Others:

Sudhir Agrawal

Call to Order

Chairman Hardin called the March 20, 2012 Financial Advisory Commission meeting to order at 6:35 p.m.

Roll Call & Introduction

Chairman Hardin called roll and announced a quorum was present.

Kristen Geiger introduced the soon to be new member Sudhir Agrawal to the Commission.

Approval of Minutes

Chairman Hardin called for approval of the minutes from the February 28, 2012 FAC meeting.

****MOTION****

Vincent Correale moved to approve the minutes from the February 28, 2012 FAC meeting. Richard Wagoner seconded and the motion passed unanimously.

Presentation on Bicycle and Pedestrian Facilities – Jonathan Smith

Jonathan Smith began his power point presentation by stating the mission statement which is to provide a safe and efficient transportation system for all modes of transportation in the City. Each mode of transportation has different needs and impacts on the system. The aim is to reduce opportunities of conflict, to reduce confusion and to minimize delays. Bicycle routes should be designated so as to provide a network that 1) connects recognized destinations, and 2) connects local routes to routes in surrounding municipalities and unincorporated Shelby County. Destinations within Germantown include the Municipal Library, schools (public and private), parks, Germantown Municipal Center and other public facilities. Bicycle routes should use collector or arterial streets. Minor residential streets should not be designated as bicycle routes unless they connect directly to the Municipal Library, schools (public and private), parks, Germantown Municipal Center or other public facilities.

The proposed safety improvements are to have designated Lane Widths (no less than 5'), striped lanes, increased signage, intersection detection modifications and signals for midblock greenway crossings.

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Presentation on Bicycle and Pedestrian Facilities – Jonathan Smith (Cont'd)

Jonathan noted that the Public Safety Education Commission (PSEC) had established the Bicycle Education Committee in April 2011 for the purpose of promoting bicycle safety education and that the PSEC, Planning Division, and Engineering Division recognized the need for a comprehensive education program for drivers and cyclists. Summarizing that the goal is a safe and efficient transportation system and system that accommodates all modes of transportation, although this goal will require infrastructure modifications and an active education program, steps are underway to encourage an increase in cycling activity.

A question was raised as to where the cyclists would be going once they had finished riding on the proposed route. Jonathan stated that they would either come down Farmington Blvd which will still have bike lanes and that there is the possibility in the future that Farmington will be redesigned. Noting that cyclists that are comfortable with riding on the road will ride on the road regardless.

Ambulance Status Update – Chief John Selberg and Asst Chief Jeff Beaman

Chief Selberg began his update stating that they were currently going through the negotiations for the contract extension as July will be at the end of the five year contract with the Shelby County ambulance service, but they have the option to extend it one more year. The budget for this current year was about \$426,000 for the ambulance service. The next fiscal year will be coming in at around \$480,000. The City's percentage of the cost has gone up because the call load has gone up (approx 1,800 in the previous year to 1,994 this past year) and the contract itself is also going up. There is also supposed to be another increase in the cost between 0% and 5% is built into the contract and the Rural Metro ambulance has asked for 3%. Shelby County has stated that they will not give them that and now they are negotiating. At one of the previous meetings meeting the city was told that if the 3% was not accepted then Rural Metro would not renew the agreement which has to be renewed by both sides. Basically, the future of the contract is uncertain. The county has discussed the new RFP but it will not be in place before FY13 so it will be put out for FY14. It is expected that during the FY13 budget year that an RFP will be done for the Shelby County Contract and a cost increase is expected. Numerous options have been discussed with one option being that Germantown to go out and get their own contract with a private company to basically have the criteria that we require. Another option is to bring the service in-house. The biggest thing with a new service will be the start up cost, purchasing of ambulances and getting personnel on board before the service begins.

An in depth discussion started regarding the ambulance service contract coming to an end in July 2012 and the possibility of the service being brought in-house or having the contract re-negotiated and how this would affect residents of Germantown. Members expressed their disappointment that the ambulance service had not been brought in-house after all the discussions last year and their concern that Shelby County will not step up to the plate and provide service.

FY13 Capital Improvements Program – Butch Eder

Butch Eder described each of the 28 projects in the CIP plan. These projects total approximately \$14.3 million, with the emphasis primarily on transportation and drainage.

General Government

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|---|---|-------------|
| New Vehicle Maintenance Shop Construction | - | \$1,600,000 |
| Vehicle Maintenance Shop FF&E | - | \$ 446,500 |
| Germantown Center Complex Generator | - | \$ 300,000 |
| Germantown Library Roof | - | \$ 100,000 |
| Fire Engine F-141 Replacement | - | \$ 560,000 |

FY13 Capital Improvements Program – Butch Eder (Cont'd)

Major Roads

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|--|---|-------------|
| Poplar Ave –Miler Farms to Dogwood | - | \$ 750,000 |
| Germantown Rd – Stout to City Limits | - | \$2,140,000 |
| Poplar Ave Culvert Replacement Phase III | - | \$ 500,000 |
| Germantown Rd Streetscape (Median Development) | - | \$ 88,000 |
| Farmington Blvd | - | \$ 250,000 |
| Wolf River Blvd Closeout Costs | - | \$3,000,000 |
| Wolf Trail Cove Extension Design | - | \$ 60,000 |

Intersections & Other

| | | |
|--|---|------------|
| Vehicle Video Detection | - | \$ 150,000 |
| Medical Center Transportation Plan | - | \$ 60,000 |
| Railroad Crossing Improvements – West St/Poplar Pike | - | \$ 30,000 |
| School Zone Improvements | - | \$ 120,000 |

Drainage

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|--|---|-------------|
| Lateral D - Farmington Blvd Culvert Protection | - | \$1,140,000 |
| Lateral F&G - Construction | - | \$1,500,000 |
| Lateral D&E - Design | - | \$ 163,500 |

Parks

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| Bobby Lanier Farm Park Phase II | - | \$1,400,000 |
| Skate Park – Houston Levee | - | \$ 220,000 |

Germantown Athletic Club

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|--|---|-------------|
| Germantown Athletic Club Expansion Phase I | - | \$1,000,000 |
| Repair Indoor Pool Surface | - | \$ 90,000 |
| Ultraviolet Sanitation Equipment | - | \$ 50,000 |

Utility Fund

| | | |
|--|---|------------|
| Sewer Lift Station Retrofit – 7118 Blue Grass Lane | - | \$ 163,000 |
| Seismic Retrofit/Refurbishment Aeration Towers – Southern Ave Water Plant | - | \$ 925,000 |
| Germantown Rd South – Sewer Extension | - | \$ 50,000 |
| Germantown Rd South Water Relocation | - | \$ 200,000 |

Chairman Hardin called for approval of the FY13 Capital Improvements Program.

****MOTION****

Frank Markus moved to approve the FY13 Capital Improvements Program. Harold Steinberg seconded and the motion passed unanimously.

FY13 Sanitation Fund – Joe Nunes

Joe Nunes stated that the FY13 projected operated revenues are \$3,519,300, a decrease from FY12 estimate and also a decrease from the FY12 budget. The operating expenses are \$3,505,900, an increase over the FY12 estimate and a decrease from the FY12 budget. FY12 program changes impacting budget were the 2 service levels with 66% of customers choosing curbside service. The previous contract estimate was 40% curbside. Staff believe the increase in curbside is a result of the lower fee. The back door household trash collection is \$24.50 versus \$20.00 for curbside which is 18% less when you include the cost of yard and recyclables. Joe noted that the other major change was the switch to single stream recycling (no sorting of material by resident or collector). This produces a collection savings of \$64,000. FY13 recycling reimbursement revenues are projected up by 33%. To date the city has delivered 10,145 carts which represents 80% of the households. The carts are equipped with a chip and the data from these should be available in approximately 30 days as to the number of households that are participating in this program.

Members expressed concern that the yard debris collection was not as good as previous contractor. Members also expressed their pleasure with the recycling program.

Chairman Hardin called for approval of the FY13 Sanitation Fund.

****MOTION****

Fred Miller moved to approve the FY13 Sanitation Fund. Julius Moody seconded and the motion passed unanimously.

FY13 Utility Fund – Bo Mills

Bo Mills started his presentation of the Utility fund by stating that the fund comprised of water treatment plants, distribution system and also the sanitary sewer collection. The FY13 operating revenues are \$8,075,000, an increase of 5.3% over FY12 estimate and an 8% increase over FY12 budget. FY13 operating expenses are \$7,554,400, an increase of 6.7% over FY12 estimate and a 5.3% increase over FY12 budget. Utility fund achievements include; Southern Treatment plant which is a two phase project costing \$2.6m with an estimated completion within 5-6 weeks, Sewer Lift Station Retrofits on Moore Rd and Stout Rd, Miller Farms Sewer Outfall Basin Improvements, Commercial and Residential Water Meter Replacement Program, Annual Sewer Main Rehabilitation (9,800 linear feet of 8" main), Annual Well and Pump Maintenance Program at Southern Ave/Johnson Rd Wellfields) and the new Wolf River Blvd Water Main.

Utility Fund – Projects and Initiatives

CIP - \$1,338,000

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| Germantown Road South Sewer Expansion | - | \$ 50,000 |
| Germantown Road South Water Main Relocation | - | \$ 200,000 |
| Retrofit Sewer Pumping Station Blue Grass | - | \$ 163,000 |
| Southern Water Treatment Plant – Aeration Towers | - | \$ 925,000 |

IRP - \$ 540,000

| | | |
|---|---|------------|
| Two Pick-Up Trucks | - | \$ 50,000 |
| Meter Reading Computer System Replacement | - | \$ 20,000 |
| Sewer Lift Station Rewiring | - | \$ 10,000 |
| Maintenance of Sewer Collection System | - | \$ 250,000 |
| Water Mains Maintenance | - | \$ 100,000 |
| Maintenance of Water Wellfield System | - | \$ 20,000 |
| Track Hoe Excavator | - | \$ 90,000 |

Chairman Hardin called for approval of the FY13 Utility Fund.

****MOTION****

Eddie Cox moved to approve the FY13 Utility Fund. Jeff Weesner seconded and the motion passed unanimously.

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FY13 Stormwater Fund – Bo Mills/Tim Bierdz

Bo Mills stated the FY13 operating revenues are \$1,078,900, a 10.3% increase over FY12 estimate and a 6.3% decrease from FY12 Budget. FY13 operating expenses are \$1,054,100, a 5.5% increase over FY12 estimate and a 5.9% increase over FY12 Budget. Stormwater management achievements include annual street sweeping contract to remove debris from curbs and gutters, annual leaf removal program to remove leaves from streets, curbs, gutters and drain inlets, and quarterly monitoring program to do visual stream surveys and inventory. Projects and initiatives include continuing with the Wolf River water quality index monitoring, implementing a homebuilder stormwater permit, utilizing GIS technology, utilizing stormwater funds to restore existing infrastructure “hot spot” areas. Tim Bierdz explained the Wolf River monitoring procedure to members.

Chairman Hardin called for approval of the FY13 Stormwater Fund.

****MOTION****

Eddie Cox moved to approve the FY13 Stormwater Fund. Vincent Correale seconded and the motion passed unanimously.

FY13 Germantown Athletic Club Fund - Phil Rogers

Phil Rogers began the presentation stating that the FY13 operating revenues are \$3,729,700, a 3.1% increase over FY12 estimate and a 0.3% increase over FY12 budget. FY13 operating expenses \$3,657,100, a 4.2% increase over FY12 estimate and a 8.3% decrease from FY12 budget. Noting the GAC Mission Statement; we believe a strong family and community begin with a central place that fosters relationships and improves the health and quality of life of every member. 60% of members are residents and 40% are non-residents. Projects and initiatives include continued improvement and focus of commitment to customer service, increased member retention up 9% fiscal YTD over FY11, increased communication over the first 30 days, letters, fitness consultations, touches and continual reinvestment back into the Club.

Germantown Athletic Club

CIP - \$1,140,000

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|------------------------|---|-------------|
| UV system for the pool | - | \$ 50,000 |
| Pool liner surface | - | \$ 90,000 |
| Renovations to Club | - | \$1,000,000 |

A discussion ensued regarding retaining membership.

Chairman Hardin called for approval of the FY13 Germantown Athletic Club Fund.

****MOTION****

Frank Markus moved to approve the FY13 Germantown Athletic Club Fund. Eddie Cox seconded and the motion passed unanimously.

FY13 Great Hall Fund - Chuck Porter

Chuck Porter began his presentation by stating the FY13 operating revenues were \$224,200, a 5.0% increase over FY12 estimate and a 38.7% increase over FY12 budget. FY13 operating expenses are \$472,000, a 2.4% increase over FY12 estimate and a 1.9% decrease from FY12 budget. Chuck stated that the Great Hall continues to establish value for the community and to maintain customer orientated and focused employees that work continuously to raise productivity and rental sales.

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FY13 Great Hall Fund- Chuck Porter (Con'td)

Great Hall achievements include a branding and marketing plan that has been received well in the community; and that resident's use in the 2012 Community Survey increased 22% over the 2011 Community Survey. GHCC Commission continues to provide outstanding leadership Continuation of the GHCC Taskforce recommendations implemented continued implementation of the GHCC taskforce include developing of other revenue sources, developing a community network, and increasing street visibility with new Germantown Road sign. Chuck also noted the projects and initiatives of the Great Hall including infrastructure enhancement, increases in room rentals, linens, pipe and drape, and non-alcoholic beverage service, and continue to increase visibility among the business community by direct involvement via internet, Germantown Chamber, Collierville Chamber, Memphis Chamber, Memphis Convention & Visitors Bureau, International Association of Venue Managers, National Association of Catering Executives and Business Networking International Mid-South

Great Hall

CIP - \$77,000

| | | |
|-------------------------------------|---|-----------|
| Hallway Carpet | - | \$ 17,000 |
| Portable Dance Floor | - | \$ 11,000 |
| Audio/Visual and related components | - | \$ 20,000 |
| Signage | - | \$ 15,000 |
| Washer/Dryer/Installation | - | \$ 14,000 |

A discussion ensued regarding expenses of the Great Hall and as to whether it was making any money.

Chairman Hardin called for approval of the FY13 Great Hall Fund.

****MOTION****

Frank Markus moved to approve the FY13 Great Hall Fund. Eddie Cox seconded and the motion passed – 14 yes, 1 no.

Hearing no further business Chairman Hardin called for a motion to adjourn the meeting.

****MOTION****

Jeff Weesner moved to approve the motion. Richard Wagoner seconded and the motion passed unanimously. The meeting adjourned at 9.27 p.m.