City of Spring Hill, Tennessee
Budget and Finance Advisory Committee (BFAC) Agenda
4:30 pm – March 4, 2019 – City Hall

Call To Order: Chairman Amy Wurth called the BFAC meeting to order at 4:40pm


Absent: Bruce Hull

BOMA Agenda Item Recommendations:

Item #1 - Recommendation on first reading of Ordinance 19-08 amending fiscal year 2018-2019 budget Ordinance No. 18-18 as amended providing for revisions to the General and Water & Sewer funds – Patti Amorello, Finance Director

Ms. Amorello was on vacation, but had provided a detailed email with the included proposed revisions. Ms. Wurth asked about the additional $80,000 for water purchase for resale. Mr. Moore spoke to this and the increase is due to growing demand, including irrigation. This is a pass through ccst. Ms. Wurth motioned to favorably recommend this item to the BOMA, and Mayor Graham seconded. Motion carried 2-0.

Item #2 - Recommendation on R19-33 authorizing a contract with G and C Supply Company, Inc. for Sanitary Sewer Manhole Inserts – Chip Moore, Infrastructure Director

Mr. Moore explained that the previous contract is expiring and so it went out for bid. G&C was the sole bidder. Ms. Wurth asked how many we were buying and Mr. Moore stated that the total was 2,356 covers. Ms. Wurth motioned to favorably recommend this item to the BOMA, and Mayor Graham seconded. Motion carried 2-0.

Item #3 - Recommendation on R19-34 to authorize purchase of Fire Hydrants from Core and Main – Chip Moore, Infrastructure Director

Mr. Moore explained that we went to bid and had 3 bidders. Core & Main were the most competitive and is the staff recommendation. Ms. Wurth asked how many more we will budget, and Mr. Moore stated that we buy them as needed and the resell them. Ms. Stahl stated that we did this b/c process so that we would have a vendor on hand. This cost is a complete pass through. Ms. Wurth motioned to favorably recommend this item to the BOMA, and Mayor Graham seconded. Motion carried 2-0. 9:50

Item #4 - Recommendation on Resolution 19-36 to approve change orders for Beechcroft Road Improvement Projects Water Line Relocation – Missy Stahl, Senior Project Manager

Ms. Stahl explained that she received and email from TDOT that our two surveys on Beechcroft Rd were incorrect and we have to move our water lines. We have two changes orders; one is approximately $28,000 and the other is $34,000. Ms. Stahl asked TDOT why we had to pay for it
since it was not our error. TDOT has agreed to reimburse all but about $8,000 of it. Ms. Wurth motioned to favorably recommend this item to the BOMA, and Mayor Graham seconded. Motion carried 2-0.

Item #5 - Recommendation on Resolution 19-37 to authorize the disposal and sale of Motorola Portable Police Department radios – Don Brite, Chief of Police

Chief Brite explained that as we have all discussed, these 60 radios are not compatible with Williamson County’s radio system. This res will allow us to dispose of them through sale. Mr. Fitterer asked if Govdeals.com allows us to set a reserve, and Chief Brite stated that they did. Ms. Wurth motioned to favorably recommend this item to the BOMA, and Mayor Graham seconded. Motion carried 2-0.

Item #6 - Recommendation on Resolution 19-35 to approve purchase of previously leased Harley Davidson motorcycle – Don Brite, Chief of Police

Chief Brite explained that the lease on this motorcycle is coming up and the PD would like to exercise the purchase option, which is $11,000. Mayor Graham asked if the other bike was the one involved in the wreck, and Chief Brite explained that that one was leased 2 years ago. The bike on the current resolution was involved in the accident as was replaced through an insurance claim. Ms. Wurth motioned to favorably recommend this item to the BOMA, and Mayor Graham seconded. Motion carried 2-0.

Item #7 - Recommendation on Ordinance 19-11, an Ordinance to amend Title 5, Chapter 5-Impace Fee and Title 5, Chapter 6 Adequate Facility Tax – Chuck Downham, Assistant City Administrator

Mr. Downham explained that the first consideration for this item is the major thoroughfare plan which is under the planning commissions authority. The BOMA may want to consider adopting it by resolution also. The impact fee study is the second component. Volkert has conducted the study. The second component is the adequate facilities tax which was put into place in the mid 90’s. The fee is $500 currently. One of the items that came out of the study is to make sure that the two do not conflict, so one item precludes use of the AFT in cases where the project is on an arterial road. Also, definitions are made very clear to ease confusion. Ms. Wurth asked about the impact fee in the ordinance and the yellow highlighted areas. Mr. Downham explained that these are the areas where text from the draft needs to be added. Ms. Wurth stated that these are significant increases to our fee structure and requested that the fees be shown on the screen during the BOMA meeting. Ms. Wurth motioned to make no recommendation on the item. Mayor Graham seconded. Motion carried 2 – 0.

Item #8 - Recommendation on Ordinance 19-10, to commit proceeds from a property tax increase for Capital Improvement Projects include Roadway Infrastructure – Matt Fitterer, Alderman

Mr. Fitterer stated that in the event of a property tax increase, new funds would be dedicated to roadway projects that are identified in the capital improvement plan, and that they would sunset (expire) upon completion of those projects. This may need to be a resolution instead of an ordinance. This ordinance is not intended to be the increase itself, only a management of those potential funds. Mr. Lay provided some alternatives to the ordinance that would allow the funds to be used for other projects besides roads. Ms. Wurth asked Mr. Lay what his opposition to funding the roads projects only, and Mr. Lay asked how we were going to fund other projects. Ms. Wurth responded that we already have a .60 tax rate. Mr. Lay wants everyone to understand that this legislation as written will only fund the road project portion of the CIP. Mr. Fitterer stated that if the combined method is used, he would like his name removed as sponsor since he did not write it. Ms. Wurth motioned to make no recommendation on the item. Mayor Graham seconded. Motion carried 2 – 0.
**Staff/BOMA Associated Discussion Items:**

Item #1 - Executive Summary Review of YTD 2018/2019 Budget – Patti Amorello, Finance Director

Patti is on vacation and no summary was available

Item #2 - Approval of BFAC Meeting Minutes – February 4, 2019

None available

**Roundtable Discussion:**

Mr. Lay talked about the roofing contract for Northfield that will be discussed at the BOMA. Dakota spoke about the issues and stated that the BOMA approved $32,000 for roof repairs in December. Bids went out and two were turned in: Collier Roofing for $58,000 and $137,000 from Baker Roofing. Both bids contained the same scope of work. Collier’s bid did not follow the scope and that is why their bid was so low. Mr. Lay stated that since Collier submitted the scope and bid, we could hold them to the contract price. It is clearly an error. Collier stated that if they had bid correctly, it would have been $40,000 higher for a total of $98,000. Mr. Lay stated that Collier would likely not sign the contract at $58,000. Ms. Wurth asked why we approved only $32,000 for this project. Dakota stated that the damage to the roof was more severe than anticipated. Mayor Graham suggested rejecting the bids and re-letting them. Mr. Lay stated that this was a discussion item on the BOMA and we should let Mr. Carter weigh in on it. Mr. Fitterer asked why we did not bid a repair, and it was stated that the damage is too great.

Ms. Wurth motioned to adjourn and Mayor Graham seconded. Motion carried and meeting was adjourned at 5:20pm.