

**Community Bond Advisory Committee Meeting**

**Meeting Notes**

February 11, 2019

Session two of the Community Bond Advisory Committee was held on February 11, 2019 at the Addison Service Center in the Large Break Room.

**The committee members present were**: Nancy Craig, Mary Jo Cater, Virginia Wallace, Nancy Williams, Bob Catalani, Colleen Campbell, Eileen Resnik, Suzie Oliver, Ralph Doherty, Kent Domingue, Craig Reynolds, Taylor Bowen, Liz Oliphant, Jimmy Niemann, Bruce Arfsten, Denise Quintanilla, Lary Brown, Jason Rivera, Darren Gardner, Margie Gunther, Chris DeFrancisco, Jerry Dougan, JT McPherson, Rob Wright, Juli R Branson.

**Staff members present were**: Wes Pierson, Olivia Riley, Amanda Turner, Rob Bourestom, Ashlee Powell, Hamid Khaleghipour, Charles Goff, Jason Shroyer, Ashley Mitchell, Shawn Cheairs, Miesha Johnson, and Lisa Pyles.

**Council Members present were:**  Marlin Wileson.

Chair Ralph Doherty opened the meeting by discussing with the Committee their purpose and role in the bond selection process.

Wes Pierson, City Manager welcomed and thanked the committee for their time and efforts and discussed the keys to a successful bond process.

Rob Bourestom, Director of General Services and Ashlee Powell, Management Assistant for General Services presented the General Services Department projects for bond consideration: HVAC Replacement Proposal and Facility Accessibility Modification Proposal

During and after the presentation, the Committee discussed several questions. Staff members provided answers to those questions.

**Will we receive a list of all projects that are up for Bond Committee deliberation?**

Yes, staff can compile a list and have it available at the February 11th meeting.

**Rob Bourestom pointed out during his presentation that there had been a reevaluation of the Town’s facilities condition and the new Facility Condition Index (FCI) is 9.35 not the 17.7 that is in the PowerPoint presentation.**

 The score of 17.7 in the presentation was a miscalculation, the correct score is 9.35. The scale is set in such a manner that the lowest score would represent a building that is in very good condition. The scale is as follows: 0-5 is good, 5-10 is fair, 10-30 is poor and >30 is critical or failed.

**The committee asked, and the staff answered, several questions regarding the specifics of the HVAC units being replaced, including:**

**Are there specific HVAC units that have been selected for replacement and are they energy efficient?**

Yes, we have specific units that we will be replacing, and a list detailing those units has been attached to the notes. The new HVAC units to be installed will be at least one energy efficient rating above the minimum required by the building codes.

**Did we consider completing any other building improvements along with the HVAC replacement?**

At this time there are no other building improvements that have been taken into consideration with the replacement of the HVAC units.

 **Does the HVAC replacement include any accompanying services?**

The proposal is for the replacement of the listed HVAC units but will include an Energy Management System for more energy efficient operations.

**It was mentioned during the Americans with Disabilities (ADA) Facility Accessibility presentation that our facilities were found to have approximately 430 violations, are there any fines associated with these violations? Is there a specific deadline for our facilities to have our known violations corrected?**

No, violations do not result in a fine. While there is not a specific deadline for any one item, we have a 20-year plan in place to remedy all deficiencies. If we are making continual progress on that 20-year plan, we are not in violation of our plan. However, if progress is not being made on our 20-year plan, the Department of Justice can intervene to enforce the expedition of the correction of any deficiencies that have been reported.

**Regarding the Facility Utilization presentation, will we have the results of the study and be able to discuss this as part of these bond proceedings?**

This study will not be completed in time to be considered for this bond issuance.

**Are the projects that staff are bringing to the presentations all considered a “must do”? Would it be beneficial for staff to highlight projects that would be considered a “should do” or “nice to do”?**

The projects that will be presented to the committee are, in staff’s opinion, must do projects. It is the committee’s role to question that opinion and to determine if the committee agrees with staff’s assessment. Also, the committee will be asked to rank each of the projects as to their priority. The committee’s final ranking will be presented to Council, who will decide on the final list of projects to be included in a bond program, if one is called.

**The committee expressed a desire to have more in depth detail of the projects in future presentations. They would also like to be given more information on both the HVAC and ADA presentations that were made tonight.**

The next Committee meeting will be on February 25, 2019 at the Addison Service Center, 16801 Westgrove Drive at 5:30 to 7:30.

The meeting was adjourned at 7:30.