

## **CITY COUNCIL SPECIAL CALLED WORK SESSION MINUTES – MARCH 4, 2019**

The Enterprise City Council convened in a special called Work Session, Tuesday, March 4, 2019, at 4:30 p.m. in the Enterprise State Community College Multipurpose Room.

**PRESENT:** Council President Perry Vickers, District #3  
Council President Pro-Tem Eugene Goolsby, District #2  
Council Member Sonya Rich, District #1  
Council Member Wallace "Al" Miller, Jr., District #4  
Council Member Turner Townsend, District #5

**ALSO PRESENT:** Mayor William E. Cooper  
City Clerk/Treasurer, Robert J. Dean, Jr.  
Donita Peters, Revenue Officer, minutes  
Rainer Cotter, Attorney  
Jason Wright, Communications Director  
Shannon Roberts, Interim Public Works Director  
T.D. Jones, Police Chief  
Christina Meissner, Human Resources Director  
Billy Powell, Parks & Recreation Director  
Barry Mott, Barge, Waggoner, Sumner & Cannon  
Michelle Mann, Southeast Sun  
Josh Richards, (Media)  
Matt Rodgers, Enterprise State Community College, President  
Members of the Media

Council President Perry Vickers called the meeting to order at 5:00 p.m.

Enterprise State Community College President, Matt Rodgers, presented a video about the college in regards to its roll in the community. After the presentation, Mr. Rodgers spoke to everyone and informed them that the College is expanding and is providing many opportunities for the citizens of Enterprise and the surrounding communities. The College wants to aid in the growth of the City of Enterprise and now also provides for more than the academic transfer program. Some examples of programs that are now offered at the College are, Commercial Driving Licenses Training (CDL), Aviation Mechanics Training, and Pilot Training along with involvement with students from Auburn University. Enterprise is the center for Advanced Technology for the future. Mr. Rodgers said that there was no job shortage but there was skills shortage. The College wants to entice groups and industries to come to the College and to the City to put people to work that were not working. The College has a current enrollment of 1700 and has increased the last (5) semesters.

Council President Vickers told the members that there were some important decisions to make and items to look at during the meeting and called for Mr. Barry Mott to present the airport projects update.

Mr. Mott gave the Council Members an update on the airport projects. The first project being the airport improvement project (AIP) – the rehab ramp – The ramp is in the design phase now and Mr. Mott said that he is in contact periodically with the FAA. The second project is the new terminal building. Mr. Mott explained that the new proposed terminal will be just under 3100 square feet. The size of the new building would approximately double the size of the current building. The new building would have a conference room to oversee the runway, a private room for the pilots, offices, a small kitchenette, a locker room, a changing room, a restroom, a shower, and a janitor's room and a hardened room within the building with concrete block walls and a roof structure.

A generator would be needed in case of bad weather and power was lost. This would enable the facility to stay up and running. These two projects would be going on at the same time which would be a problem. Mr. Mott proposed to start the opening bid process for the ramp project around the first of June with grant application process beginning around July 15<sup>th</sup> and construction to begin in 30 days and completion by the end of the calendar year. When the ramp project is completed at the end of the year, Mr. Mott proposed to immediately begin the terminal building project. Mr. Mott suggested that this would be the best option for both projects. The building cost will be approximately in the \$613,000.00 range, the engineers will be at 30% on design and approximately \$200.00 per square feet architect cost on a 3,000 feet building, a 30% design cost for engineers and \$220,000.00 total for the parking lot construction cost and the total cost of \$833,000.00. A \$250,000.00 grant that will be subtracted from that total will leave the City to the match point of \$583,000.00. The engineering cost is not included. Council Member Townsend asked Mr. Mott about the cost and the year that it would be incurred and Mr. Mott said that the cost would not be incurred until 2020 for all construction costs. Mr. Mott said that he was trying to keep the cost down as much as possible and some of the work could possibly be done by the city itself to bring the cost down. Council Member Townsend asked about having a basement in the building and Mr. Mott said that the basement would be too costly. Mr. Mott told the Council that he needed a nod or yes of approval to go forward with the discussed plans. The discussion continued and Council Member Townsend suggested getting feedback from the pilots and their needs for the new building and it was discussed that the plans were not highly specialized. Council Townsend said that this was a fit that would go along with the March plans to extend the runway. Council President Vickers asked Jared Alexander, Director of Engineering Services, for his opinion on the airport project and Mr. Alexander agreed that this project had had very good feedback and he felt confident of the schedule given. He was 95% confident that the totals would be lower. He discussed the cost that would be incurred would be engineering and design fees. He foresaw these fees would be a large portion of the ramp project and the other costs would be incurred in 2020. Security was mentioned and Mr. Alexander said that this would be a secured building with 24 hour security. More feedback from the tenants at the terminal would be needed. The IT Department would also be involved with the security of the new building. Council Member Townsend suggested having another meeting to discuss the feedback from the tenants. Mr. Mott said that this will be a great investment for the airport and the City. The airport will be able to accommodate larger corporate aircraft to land. Council President Vickers asked Mr. Dean if the city was in a position financially for these projects and Mr. Dean said that he initially had put in the budget \$600,000.00 with the understanding that the terminal building would be built first. But, with the ramp being built first, it would leave the line item at \$70,000.00 for FY19 and push the remaining cost into FY20. Mr. Mott discussed the feasibility of having a concrete runway which would be 6 to 8 inches thick. He said that thickness would create a good base for the larger aircraft with a 6,000 ft. runway to make sure that any aircraft could be parked. Mr. Mott added that helicopters do great on concrete. Ruts are eventually created with asphalt runways. Council President Vickers asked for any questions or objections and there were none. Council Member Townsend said that the approval for these projects had already been made to move forward and all were in agreement for the projects to move forward. Mr. Mott said the cost will be refined at a later date to present to the Council at another work session.

Council President Vickers called on Mr. Dean to review the Amended Revenue for 2019.

Mr. Dean asked the Council to consider the optional additional revenues that was previously presented to the Council that adds the additional franchise fees and the sales tax over the 2.5% projections. Council Member Townsend reviewed with Mr. Dean that all of money was in hand through the first four months of the fiscal year as reported through January 2019. The total sales tax was approximately \$550,000.00 when the city should be projected at 2 ½ % which is about \$180,000.00 which is \$373,000.00 above the actual projection line. Mr. Dean asked the Council for the budget to be amended to reflect the optional amended net of \$1,076,845.00. There was no discussion or questions from the Council concerning the matter.

**Amended Capital Expenditures for FY 2019**

Mr. Dean discussed the following line items.

- Industrial Park Land (20 yr.) (Dozier Property) \$140,000.00
- County Agreement (3 yr.) \$50,000.00
- Parks & Rec. \$121,206.00
- Public Works \$300,000.00
- Police \$277,179.00
- Engineering \$69,301.00
- Airport \$17,657.00

The total for the Amended Capital Expenditures for FY 2019 is \$975,343.00.

**Parks Department Amended Capital Items.**

- Tennis Courts at Donaldson Park \$35,000.00
- Sand Pro 3040 Infield Machine \$22,500.00
- Rotary Playground Equipment/Parts \$15,989.10
- 60" Hustler Super 727 HP \$9,500.00
- 500 Polaris Ranger \$8,500.00
- Dumpsters \$7,190.00
- J. H. Family Park Gazebo Roof Replacement \$3,000.00
- 40 HP Controller & Installation for Irrigation Well \$11,660.00
- Stand-On Spreader Sprayer \$7,867.00

The total for the Parks Department Amended Capital Items is \$121,206.10

Council President Vickers asked Mr. Powell questions concerning the 500 Polaris Ranger and its usage. Mr. Powell said that the Ranger would be used for emptying garbage cans, the parks areas, aid in picking up limbs and trash, and taking materials to the ballfields. Council Member Rich asked Mr. Powell about the tennis courts at Donaldson Park. Mr. Powell said that the tennis courts would be resurfaced. In 2014 there was a court surface laid from Premier which was similar to a cushion surface and as part of the warranty from that time the courts are to be resurfaced every (5) years. This would not be as a paving resurface but will be correcting certain areas and relaying to freshen up the courts. By maintaining the courts this continues the city's warranty. Council Member Townsend asked how long this process would extend the warranty. Mr. Powell said that the first installation with Premier Court Service began in the year 2014 and would carry forward for twenty years which would be the year 2034. Council President asked if the schools participated in any maintenance and upkeep with the facilities, courts, and fields and Mr. Powell said that the city provides all of the maintenance, etc.

**Public Works – (Knuckle Boom Expense Report)**

- (2) International Knuckle Boom Loaders ea. \$150,000 (total \$ 300,000)

Mr. Dean recommended and asked the Council Members for approval to purchase Two knuckle booms due to the age of the other 7 in fleet. Mr. Dean suggested selling (2) older through Woods Auction in summer. The June auction would be too soon but could be done in the fall. When the equipment has been assessed they could be put in the auction. Mr. Shannon Roberts, Interim Public Works Director, explained the condition of the knuckle booms and what was needed. Council President Vickers asked if there were any objections and there were none.

**Police Department Amended Capital Items**

- (5) Ford Explorer Patrol cars \$35,416.00 ea. (total \$177,080.00)
- (2) Ford Explorer SRO unmarked cars \$34,362.00 ea. ( total \$68,724.00)
- (5) Patrol Vehicle Equipment \$6,275.00 ea. (total \$31,375.00)

Mr. Dean said that only a few changes had been made since this information was placed in the Council Members’ packets a few weeks ago. The changes to the bottom line item of patrol vehicle equipment is due to some camera and gun racks that were not included in the initial cost estimation for the vehicles. This was updated and included and resulted in a \$31,000.00 increase. Mr. Dean then asked Police Chief Jones to discuss the equipment needed for the department. Chief Jones said that the department has several vehicles that have high mileage that is over 100,000 miles. The vehicles needed off State Bid have all standard items which include blue lights, a console, etc. The department would have to add on weapons racks and in-car camera systems which are over \$4,000.00 each, laptop stands and mobile printers. The department is transitioning from Ford Crown Victoria’s to Ford Explorers and have been using the weapons racks for (8) years. The department needs to stay on track with the transition because they are getting expensive to repair. Mr. Dean said that there are approximately (7) 2009 Crown Vics will be ready for surplus.

**Engineering Department Capital Items  
Equipment/Org. Needs**

• Ford F-250 Maintenance Truck	\$38,640.00
• 2019 Ford F150 Ext. Cab 4X2	\$23,860.00
• Metal Fabrication for maintenance shop	\$3,155.00
• Sand Blasting Cabinet	\$1,300.00
• Portable Tools for Eng. Maintenance Trucks	\$746.00
• Ice Machine for Engineering Shop	<u>\$1,600.00</u>
<b>TOTAL</b>	<b>\$69,301.00</b>

Jared Alexander, Dir. Of Engineering, said that the department has a fleet of several older vehicles all with close to 200,000 miles with wear and tear. The department has chosen to forego the purchasing of a bucket truck in 2019 but allowing the department to keep moving forward by adding a position of senior maintenance technician. Mr. Alexander proposed to add a Ford F350 Maintenance truck, which is priced off the State bid list. This would be a four door maintenance truck with the utility box in the rear and would be put into use immediately in service and would decrease the amount of hours and of wear and tear and use of the present bucket trucks. This would help to get at least another year usage out of the vehicle. Mr. Alexander also proposed taking one of the older inspector vehicles and replacing it with a newer truck and them move it along to the airport so the airport would have a newer vehicle. The metal fabrication for the maintenance shop would allow more work to be done for downtown such as pole banners, the city’s equipment, utility poles, sign brackets, saws, drill presses, etc. There will be some tools that would be required also. Portable tools for engineering maintenance trucks and an ice machine for the engineering shop.

**Airport Capital Items  
Equipment/Org. Needs**

• Toro Lawn Mower 72” Cut	\$10,650.00
• Dual Axle Trailer – Dove Tail 7 Ton	\$4,550.00
• Skid Steer Pallet Forks 60’ 5500 LBS	\$757.00
• Airport Maintenance Shop Tools/Equipment	<u>\$1,700.00</u>
<b>TOTAL</b>	<b>\$17,657.00</b>

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Mr. Alexander explained to the Council Members that the airport had 278 acres that has to be maintained and there are (3) zero-turn lawnmowers. One of the mowers is (5) years old with well over 2,000 hours and needs to be surplus if possible. These mowers with the deck options are used around the terminals buildings and hangers. There are staff members that are licensed CDL drivers for the vehicles used at the airport to use the 7 Ton Trailer.

**Capital Projects Funded by Reserves for FY 2019**



Mr. Dean discussed the resurfacing of city roads in Phase (1) and Phase (2). Phase (1) - to start in August with the minimum cost of \$1,027,947.00 in FY 2019 and Phase (2) with another approximately \$1,000,000.00 a will go into FY 2020. Airport Ramp/Terminal project will start in FY2019 at a cost of \$70,000 with matching grants funds and finish in FY2020 at a cost of approximately \$ 600,000 with matching grant funds.

Mr. Alexander mentioned that there was not enough light on the outside of the airport hangers and ample lighting was needed. There are (7) total hanger buildings and the lighting at all of the hangers needed upgrading to LEDs the cost will be \$1,000.00. The LEDs would involve less maintenance. This will aid in the security of the hangers. There is a total of (16) cameras in the budget. There will be cameras at the existing building and the others on the outside front and rear doors of the buildings and main lobby. A key fob system can operate (65) doors from the main hub and can integrate with other city buildings. Council Member Townsend asked if this cost would be incurred during construction and Mr. Alexander said that he would like to begin this new project now with a portion of the monies being spent in FY 2019. The cost of the cameras to be added in 2019 and the remaining balance in 2020.

Mr. Alexander discussed the Engineering Department Projects which total \$79,500.00. This project includes lighting for the AAFCU car sale, downtown lighting, monument rehabilitation, City Hall exterior painting and repairs, and H.R. relocation of offices with a new handicap entrance/ramp.

There was discussion of the projects as follows:

The AACFCU will be held April 25<sup>th</sup> – April 27<sup>th</sup>. All members were pleased with the previous sales that have been held. The sale has brought funds into the City in the amount of \$40,000.00. The goal of the sale was to recoup the cost in year two and if the cost was the same as the first year the monies was made back for the City. Mr. Alexander said that this had been a good project for the City. Council President Pro-Tem Goolsby said that the sale was a better sale than the one that was held in the neighboring town of Daleville, Al. Council Member Townsend asked if this could possibly be a revenue driver by acquiring power poles for weekend ball tournaments at the parks and allowing for RV's and hookups and dumping stations. Mr. Alexander agreed.

**Lighting:**

Mr. Alexander said that downtown lighting is needed on E. College Street and other areas. He said that most of the vendors are located on College Street during events and the city would have more food vendors there and would need more than a 20 amp circuit. This would be needed for night events, the Christmas Parade, and Fall Festival.

**Monument Rehab:**

Mr. Alexander said that the monument rehab project will be a four year plan. The cost for rehabilitating the monument will be approximately \$700.00 to \$800.00 to paint, clean, repair plumbing, and purchase supplies, etc. More monies had been budgeted to do a deep overhaul of the monument to dress it up for various celebrations.

**Crawford Street Sign Shop:**

Mr. Alexander said that the shop needed new doors to operate correctly. The building needs a new exterior. The size of the building is approximately between 25' x 50'. Council President Vickers asked if Mr. Alexander had asked for an estimate for the roof. Mr. Alexander said that he had asked for an estimate from a metal roofer/contractor and the cost was over \$15,000.00 and would have to put it out for public bidding. The new doors along with the roof price came in just under \$25,000.00. The skeleton of the building is in good shape but needs to be sealed and repaired. Mr. Alexander asked that the shop gas heaters be moved and relocated to Mill Avenue where the men are working.

**Human Resources Relocation:**

Relocation of the H.R. offices will utilize the former Fire Department living space in the basement of City Hall. This will create more usable space for personnel.

Mr. Dean addressed the Council Members and the Mayor and made a recommendation for consideration for utilizing the reserves for the capital projects. Mr. Dean said that \$1,295,947.00 would come out of the general fund reserves and he would have updated numbers by the next day, March 5, 2019 during the next meeting to give to the Mayor and the Council for consideration. Council President Vickers said that this would take formal action and the amendments could be made in the meeting the next day, Tuesday, March 5, 2019. Council President Vickers asked for any objections on the matter and there were none.

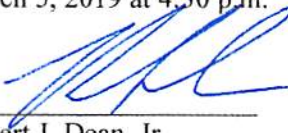
Mr. Dean concluded his presentation with the budget.

Council President Vickers asked the Mayor to let everyone know about the study on the audit firms and what it has saved the city. Mayor Cooper explained that he had two to three CPA firms to come to the city and make a presentation. The city had two local firms that had already been performing the City's audit and once the City was able to show the prices of the other firms the current firms being used decreased their fee. Therefore, the two firms that the City had been using were retained. The total monies saved was \$75,000.00. This was between the water and city audits. Council President Vickers thanked Mayor Cooper for his information and work on the study.

Mayor Cooper recommended to the Council Members an increase in salary for the department heads. He said that they had all done a great job keeping our City growing in the right direction. He said he appreciated what they are doing and wanted them to be rewarded to continue to keep the city on the right path. Council President Vickers addressed the members and said that they had two projections with one being the general 5% increase and a 3.5% increase. There are some differences of trying to get Billy Powell and Chief Herring's pay in-line with the others. Council President Vickers said this will take formal action tomorrow night, Tuesday, March 5, 2019 and asked Mr. Dean to present the paperwork for the 5% and the 3.5% increase for consideration by the Council.

Council Member Rich thanked everyone and Mr. Rodgers. Council President Pro-Tem Goolsby also thanked everyone and Mr. Dean for their hard work given each day getting the City's books back in order. Council President Vickers thanked Mr. Dean, Stephanie Crowe, and everyone, for their help in working with the budget. Mr. Dean thanked the department heads for working with him on the budget and their conversations about the future of the City and looked forward to the coming years for the City.

Council President Vickers called for adjournment at 6:46 p.m. until the next meeting the next day, Tuesday, March 5, 2019 at 4:30 p.m.



Robert J. Dean, Jr.  
City Clerk/Treasurer



Perry Vickers  
Council President