

A. CALL TO ORDER:

A Special Meeting of the Troy City Council was held on Monday, February 11, 2019, at City Hall, 500 W. Big Beaver Rd. Mayor Slater called the meeting to order at 6:00 PM.

B. ROLL CALL:

Mayor Dane Slater
Edna Abraham
Mayor Pro Tem Ethan Baker
David Hamilton
Dave Henderson
Ellen Hodorek
Ed Pennington

C. DISCUSSION ITEM:

C-1 Results of the Facilities Condition Assessment and Analysis

Mayor Slater called the meeting to order and turned the introduction over to City Manager Miller.

Mr. Miller introduced the discussion topic and explained that Mr. Dennis Trantham, Facilities & Grounds Operations Manager, will make the presentation tonight. He said that Mr. Trantham will summarize the assessment, identify some major projects, and offer an opportunity for City Council to discuss three items: the Sylvan Glen Pro Shop, funding implications, and the form and function of City Hall. He said there are major improvements needed and decisions regarding the building's use need to be made prior to implementing those improvements. Mr. Miller turned the discussion over to Mr. Trantham.

Mr. Trantham began the presentation by explaining history of the RFP process for the Facilities Condition Assessment that was awarded to Integrative Design Solutions in November, 2017. He said they immediately began fact-finding on all fifty-six (56) facilities and began assessments in January, 2018, which included a complete assessment of the structure's roof, exterior, interior, HVAC, plumbing, fire protection, temperature controls, lighting controls, power systems and the site.

Mr. Trantham said the final Facilities Condition Assessment report was delivered in July, 2018, and he presented the results. He explained that the report contained two categories, Deficiency Priority and Deficiency Category, and emphasized that items in the Deficiency Priority are ranked in terms of its critical nature, with the most critical items involving hazard of life, health, or safety. Mr. Trantham explained that the Deficiency Category evaluated each item from a maintenance standpoint. He commented that each item in the report contains an estimate that is extrapolated out over the next twenty years and details of the project cost estimates, which includes base cost plus 35% in markups (5% design contingency, 10% construction contingency, 10% general conditions, 3% construction manager markup and 7% architectural engineering fees). Mr. Trantham discussed some of the items not included in the report, such as usage and finishes. He also explained the Facilities Condition Index (FCI), which looks at the

replacement cost and the project cost to equate a percentage number to assess the current and projected condition of a facility.

Mr. Trantham shared significant findings from the assessment and explained that the structures are in good shape considering their age. He said the top priority revealed in the report are roofs and the replacement costs for the roofs at City Hall and the Library will cost \$2.3 million. Mr. Trantham also said the Community Center will need a new roof in the next five years at a cost of \$4.2 million. Mr. Trantham said the second priority listed in the report are HVAC systems with an approximate cost of \$5 million in the next five years. Lastly, Mr. Trantham said electrical systems are next priority at a cost of \$2 million in the next 5 years.

Mr. Trantham continued with the presentation by discussing function before repair and provided two examples. He explained that City Hall needs major improvements, such as replacement of the roof, HVAC upgrades, as well as window and door replacement. Mr. Trantham said it is important to determine what future renovations are needed at City Hall before performing the significant repairs. Mr. Trantham said the second example is the Troy Farm that has approximately \$850,000 in needed repairs. He said the large barn may be receiving a roof in 2019 utilizing CDBG funds. Mr. Trantham commented that it is important to consider the function of the Troy Farm from a City viewpoint before spending a significant amount of money into repairs.

Mr. Trantham presented examples and photos of some items that are in serious disrepair. He showed a photo of parking lot conduit feeder lines leading to City Hall and explained that the conduit lines have rotted over time and it is just a matter of time before they fail. He showed a picture of carpet in a courtroom at the District Court that is a trip hazard. He said the carpet has been stretched and there is nothing more they can do to make the carpet safe. Mr. Trantham showed a photo of a Switch Gear that provides power or electrical distribution at the Parks Garage. He explained that when this type of equipment fails, it is usually catastrophic and must be replaced. He said a large percentage of the distribution equipment is severely outdated and they are unable to get replacement parts.

Mr. Trantham discussed the Facility Condition Index and its impact on the projects. He said the Sylvan Glen Pro Shop has approximately \$230,000 in needed repairs that includes updated HVAC, replacement windows, new carpeting, restroom remodel, electrical upgrades, replacement awnings and significant siding replacement. He explained that the cost to replace the current Pro Shop is approximately \$300,000 at a price of \$250 per sq. ft.

Mr. Trantham ended the presentation with three considerations for City Council with reference to the Sylvan Glen Pro Shop, funding implications, and the form and function of City Hall, and he welcomed any questions from City Council.

Mr. Miller explained to City Council that this the first round of discussion and they will have more discussion on the funding implications during the budget process.

Mayor Slater commented that this is a lot of information for City Council to review and some decisions need to be made regarding putting good money into bad buildings.

Mayor Pro Tem Baker clarified that this is more of a preliminary discussion and City Administration's plan is to present dollars and cents to City Council during the budget

discussion process and then prioritize the information. Mr. Miller responded yes, and he explained that this will be a process and then implement the improvements.

Mayor Slater commented that there needs to be a plan to implement.

Council Member Pennington asked Mr. Trantham if the buildings are in good shape except that they just need new roofs or are there structural issues. Mr. Trantham responded that the structures are in good shape, but the roofs are leaking and need to be replaced. Council Member Pennington commented on the cost of the Community Center. Mr. Trantham indicated that the Community Center is approximately twice the size of City Hall. Mr. Trantham said they did core samples in the roof at the Community Center to extend the life expectancy.

Council Member Pennington asked Mr. Trantham if the cost of repairs versus the cost to replace the Sylvan Glen Pro Shop included the contingency markups. Mr. Trantham said that the 35% markups are not included.

Mr. Miller wished to emphasize that there are significant HVAC repairs needed in the ceiling areas in City Hall and there is no sense in carrying out those improvements until we know how City Hall is going to be used. He said if City Hall will be renovated and relocate departments then the repairs should be coordinated with those improvements.

Council Member Hamilton asked Mr. Trantham the complete cost to do all of the required repairs versus other options that would kick the can down the road. Mr. Trantham responded that if everything in the report was implement on July 1, 2019, the cost would be \$17 million for facilities and \$7 million for site work.

Council Member Henderson asked Mr. Miller if the goal of City Council is to determine the dollar amount that should be spend on these projects. Mr. Miller said the goals is to incorporate the improvements into the Capital Plan and develop a means to fund those projects into the future. He said they will incorporate budget process each year.

Mayor Slater said they have discussed the buildings at length, but they have never developed a plan. He said it is important for City Council to decide what is going to done with the buildings before putting together a plan to incorporate into the Capital Plan.

Council Member Abraham asked if the \$17 million for facilities and \$7 million for site work take into consideration any interior reconfiguration of the building. Mr. Trantham said the \$17 million only covers repairs of the existing buildings and does not include reconfiguration.

Council Member Abraham asked if the report includes any of the Historical Village buildings. Mr. Trantham said the report includes those buildings.

Mayor Slater asked if the report will be available to the public. Mr. Miller said they have discussed how to make the information available in an easier format to read and will prepare something for City Council.

Council Member Baker asked if they could create a summary and put it on the website. Mr. Trantham said the report includes a table summary of each building, but it does not take into consideration any work being done the previous year.

Mayor Pro Tem Baker commented that this information plays a big role in the decisions as a result of the community survey. He said there are several options to consider and it is important to receive input from the public.

Council Member Hodorek commented that there are projects that need to be addressed regardless of the vision of the Civic Center. She said that there are immediate needs that cannot be put on hold. Mr. Trantham explained the unique structure of the roof at City Hall. Council Member Hodorek asked if a reconfiguration should be considered when performing some of the repairs. Mr. Miller noted that a reconfiguration plan is separate from the repairs to City Hall. He said the discussion tonight is to get minds flowing to start thinking about a plan.

Council Member Hodorek asked if City Council should be considering the Troy Farm and the Sylvan Glen Pro Shop when developing a plan. Mr. Miller clarified that the most immediate need is the roof at the Troy Public Library and at City Hall.

Council Member Pennington commented that patching the roofs is only delaying the problem and will be more expensive to replace down the road. He agreed with Council Member Baker in that we need to find out what the public wants for the Civic Center site.

Council Member Abraham commented that in relation to Deficiency Priorities it will be helpful for future discussions to have tables with dollar amounts with a 5-year, 10-year, and 20-year plan.

Council Member Hamilton said he would like to see a summary of these repairs in comparison to the deficiencies in our roads and other infrastructure needs so the public can clearly see what and how City Council prioritizes the projects.

Council Member Pennington commented that City Council has been talking about issues with the roof at the library for six years. He said the roof cannot wait any longer.

Council Member Henderson asked if Billy Casper wants a new building and commented that HVAC was installed last year. Mr. Trantham said the HVAC installed was just in the retail area. Mr. Miller clarified Council Member Henderson's question in that Billy Casper did not request a new building; however, they did say they could operate in another structure. Mr. Miller also said that unknowns can impact the project.

Mayor Slater commented that he has not had enough time to fully digest the information. He said having a summary available to City Council and the public will be helpful. Mayor Slater said incorporating the information during the budget discussions will give City Council time to digest the information and determine an amount to set aside in the budget.

Mayor Slater said City Manager Miller requested City Council to consider three items tonight: the purpose of the Troy Farm, the future of City Hall, and the Sylvan Glen Pro Shop. He said additional information and discussion is needed to make a decision.

Mayor Pro Tem Baker commented that they need thoughts and ideas for uses for the Troy Farm. He said the farm is underutilized to spend that amount of money. Mayor Pro Tem said there are challenges in that the property was gifted to the City and there are legal obligations to maintain the property.

Council Member Hodorek commented that it is important to explain to the public that this discussion is a small piece of a much larger plan. Mayor Slater added that the City has a 3-year budget with a 5-year capital budget outlook.

D. PUBLIC COMMENT:

Lorraine Campbell spoke requesting copies of the report pertaining to components of the Historical Village buildings.

Joanne Preston spoke about the public-private partnership and the maintenance of the buildings at The Historical Village.

E. ADJOURNMENT:

The Meeting **ADJOURNED** at 7:02 PM.

Mayor Dane Slater

Cheryl A. Stewart, CMC
Deputy City Clerk