



Public Facilities Authority of Coweta County

Regular Meeting Session

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Shannon Zerangue
770.254.2601

Wednesday, November 3, 2021

11:00 AM

Commission Chambers

~ Minutes ~

PUBLIC FACILITIES AUTHORITY OF COWETA COUNTY

Call to Order

Attendee Name	Title	Status	Arrived
Ted Meeker	Chairman	Present	
Cynthia Bennett	Vice-Chairman	Present	
Don Phillips	Treasurer	Present	
Kelvin Thompson	Authority Member	Present	
David Fowler	Authority Member	Present	
Jerry Ann Conner	Attorney	Present	
Michael Fouts	County Administrator	Present	
Eddie Whitlock	Associate County Administrator	Present	
Kelly Mickle	Assistant County Administrator	Absent	
Fran Collins	Assistant Secretary	Present	

The Coweta County Public Facilities Authority met in Regular Meeting Session on November 3, 2021.

REGULAR SESSION

APPROVAL OF THE MINUTES

1. Minutes of Wednesday, September 01, 2021

The Authority voted to approve the minutes from the Regular Meeting Session held on September 1, 2021.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Cynthia Bennett, Vice-Chairman
SECONDER:	Kelvin Thompson, Authority Member
AYES:	Meeker, Bennett, Phillips, Thompson, Fowler

UNFINISHED BUSINESS

NEW BUSINESS

2. 12638 Update Regarding Project Activity

Administrator Fouts introduced Associate Administrator Eddie Whitlock, Facilities Management Director Mike Johnson, and Bond Counsel Roger Murray and explained that the Jail Expansion at the Coweta County Sheriff's Office project and the Coweta County Administration Annex project are currently proceeding.

Mr. Johnson explained that staff is in the process of receiving qualifications for a Construction Manager at Risk (CMR) for the Jail Expansion project which should be completed in approximately three (3) weeks. Regarding the Administration Annex project, he explained that qualifications have been received and staff is in the process of vetting those. Once vetted, a Request for Proposal (RFP) will be

requested from three to five qualified candidates.

In response to a question from Administrator Fouts, Mr. Johnson explained that the latest cost estimates for the Jail Expansion project (including courtrooms, infirmary space, and patrol expansion) equate to approximately \$24 million.

Administrator Fouts explained that the Board of Commissioners has set out to understand the eligible uses of \$28 million in American Rescue Plan Act (ARPA) funds the County has received. A public survey was conducted, and the preliminary conversation is to utilize part of the \$28 million to offset the cost of the Jail Expansion project for expenses that are eligible. Staff believes that a total of \$8 million will qualify as eligible expenses. He further explained that the County has received the first tranche of ARPA funds totaling \$14 million and expects to receive the remaining \$14 million by May 2022. The Administration Annex project is estimated to cost \$12 million including land acquisition funded by the County from the General Fund fund balance. Renovation is estimated to cost approximately \$10 million. Lastly, Authority Counsel, Bond Counsel, and staff will prepare the two (2) projects to present to the PFA later this year, and a Called Meeting may be necessary at that time to proceed with the projects.

In response to a question from Chairman Meeker, Administrator Fouts explained that any eligible ARPA funds will be utilized to offset the revenue bonds necessary to finance the projects.

Mr. Johnson explained that the process used for both projects will be a Construction Manager at Risk. Upon selection of a contractor, they will work with the architect and staff on the design process while the construction process is ongoing. For example, demolition at the Administration Annex is expected to take 4-6 months and can be completed while the design is being finalized. Lastly, he explained that he will serve as the owner's representative for both projects.

RESULT: ACCOMPLISHED

3. 12636 Request Discussion/Adoption of a Meeting Schedule for the Public Facilities Authority of Coweta County

Chairman Meeker explained that the Authority will meet as needed to discuss potential projects, but it is a good idea to schedule at least two (2) meetings per year.

In response to a question from Authority member Thompson, Administrator Fouts and Bond Counsel Murray explained that when the Authority approves a project for funding through the issuance of revenue bonds, auditing and record keeping will be the responsibility of the County Finance Department and another meeting will not be necessary.

The Authority voted to set their next Regular Meeting Session dates on May 4, 2022 and November 2, 2022 at 11:00 a.m.

RESULT: APPROVED [UNANIMOUS]
MOVER: Cynthia Bennett, Vice-Chairman
SECONDER: Don Phillips, Treasurer
AYES: Meeker, Bennett, Phillips, Thompson, Fowler

Discussion Regarding Marketing Materials

Authority member Bennett explained that she has partnered with Bond Counsel Murray to revise the preliminary marketing materials. She will distribute them to Authority members (via email) for review, further revision, and finalization.

Administrator Fouts offered to assist with placing the finalized marketing materials on the County website,

providing notice to the municipalities, and being the point of contact.

In response to a question from Authority member Phillips, Administrator Fouts explained that he has not been contacted by the City of Senoia. However, he understands that they have several upcoming projects and will make them aware of the funding source available through the Public Facilities Authority (PFA) at an upcoming meeting with a Council member.

Authority member Phillips suggested that the final marketing materials also be sent to the Attorneys, Finance Directors, and Administrators of the various municipalities to make them aware of the funding source available through the PFA.

ADJOURNMENT

Motion To: **Adjourn**

The Authority voted to adjourn the meeting.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Don Phillips, Treasurer
SECONDER:	Kelvin Thompson, Authority Member
AYES:	Meeker, Bennett, Phillips, Thompson, Fowler