

April 20, 2010

**LONG-RANGE PLANNING/REAL ESTATE & BUILDINGS
COMMITTEE REPORT**

The Long Range Planning/Real Estate & Buildings Committee met Tuesday, April 20, 2010 at 5:30 p.m., in the Quorum Court Meeting Room, Third Floor, County Administration Building, 215 East Central, Bentonville, Arkansas

Committee Members Present: Sandlin, *Lewis, Hubbard, Winscott
Absent: Brown

Others Present: JP Tom Allen, JP Jay Harrison, JP Marge Wolf, Circuit Judge John Scott, Circuit Judge Jay Finch, Juvenile Probation Director, Petie Cobb, County Attorney George Spence, Comptroller Richard McComas

Media: Tabatha Hunter –Morning News

Call to Order

The meeting was called to order by JP Winscott at 5:30 p.m.

Public Comments

None

Presentation: “*Benton County Master Plan Proposal*” by Larry Perkin of Hight-Jackson Architects.

Larry Perkin, of Hight-Jackson Architects stated this presentation is part of what was proposed as an on-call agreement in December 2009. He added that this is an amendment to do a master plan and facilities assessment, and that the on-call agreement with Benton County is still in effect. He added that Hight-Jackson Architects are available on an hourly basis, with a total-cost-not-to-exceed clause. He stated that the first project was an energy audit for the county, and the second, which has not been approved, is for a Master Plan of facilities and a needs assessment for the County. He said they want to take a holistic look at all of the facilities for the county; make sure they know what the needs are, how space is being used, who needs to grow, and then take an objective look at that growth. He added that the study would tell where facilities should grow, either on Highway 102 or the downtown area, and at what other places facilities should grow. He added the study was to present the most cost effective and efficient use of County property that this master plan looks at the overall court systems, the Highway 102 property, and a needs assessment for the county. He said that step one is for the Juvenile Justice Center. He added that what he has been hearing during the Long Range Planning/Real Estate & Buildings meetings is that we need someone to help connect all the dots – to all be on the same page, see some options, establish complete and reasonable budgets, how to afford and pay for any new projects, and better communication between all parties.

JP Hubbard asked if there was a time line or budget for this presentation, and if it was the same proposal that had been presented to County Judge David Bisbee. Larry Perkins stated that basically the proposal presented to the County Judge was for a \$20,000 retainer, with a not to exceed retainer clause. He stated that Hight-Jackson would do a needs assessment, and look at options in sketch form to determine on how growth should happen. He added that the proposal was for a \$20,000 retainer and until that retainer is exhausted, charges would not exceed the \$20,000 retainer amount without the approval of Quorum Court.

JP Sandlin commented that a needs assessment to cover the whole county and all county operations is so broad; she would need to hear what was proposed as priority and any additional information of the needs assessment. Larry Perkin stated that the needs assessment could be accomplished in the next thirty days, but he hoped that there could be some flexibility because of all the input that will be required.

JP Allen stated that we are not necessarily saying that we are going to be acting on the needs assessment; it may be something that we put in the bank. He added that he did not want to get the cart before the horse, but to focus on what we have, get the needs assessment, and then proceed from there.

County Attorney George Spence stated he wanted to clarify the Johnson-Troillet Architects contract; and said if the Committee accepts the contract, that it will be severable, and that the Committee may choose to approve all the money up front, so that the Committee won't have to come back to the Finance Committee asking for more money when a phase is completed. He added that when Phase I was completed, then the Committee could exam the project and see if Phase II is ready to start. He added that the County can pull out at anytime, and that the County does not have to complete all three Phases.

Further discussion was held on the proposed time line, the master plan, and the needs assessment for the county.

Larry Perkin stated that what he had proposed tonight was the same as what had been presented in December 2009, and that Hight-Jackson Architects would appreciate the opportunity to serve Benton County as they have in the past twenty years.

JP Hubbard made motion to forward the Johnson-Troillet Architects fee proposal of \$83,175.00 for architectural fees for the Benton County Master Building Plan to the May 04, 2010, Finance Committee agenda, seconded by JP Sandlin

Motion passed by unanimous voice vote.

3 yeas: Sandlin, Hubbard, Winscott

2 absent: Brown, Lewis

Comptroller Richard McComas stated that an appropriation ordinance request for \$83,175 will be prepared, with the three different phases, Phase I - \$32,504.00, Phase II - \$29,606.00, and Phase III - \$21,065.00, and will be placed on the May 4, 2010, Finance Committee agenda.

Tom Johnson stated that this will be a three – four week phase process.

Questions & Answers/Discussion

Further discussion was held on the appropriation ordinance request for all three phases to be presented at the May 4, 2010 Finance Committee and the process involved in the different phases. Tom Johnson stated that if at any point the Committee wants to stop work on the project, there is a seven-day notification period, but basically if you call Johnson-Troillet Architects and say stop, then Johnson-Troillet Architects will stop, at any phase or any interim within any phase.

JP Hubbard suggested that members of the Long Range Planning/Real Estate & Buildings committee attend the May 4, 2010 Finance Committee meeting, to answer any questions that the Finance Committee may have about the appropriation ordinance request.

JP Lewis entered meeting at 6:07 p.m.

Other Business

None

7. Next Meeting

None

8. Adjournment

After motion and second the meeting adjourned at 6:11 p.m.