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**Properties Committee Meeting**

**June 20, 2023 – 5:30 pm**

**In Person &Virtual**

**Minutes**

**PRESENT:** Members of Council: Tabatha Strother - Chair, Ursula Boyd-Crosby, Wade Young

**ABSENT:**

**Call to Order**

The meeting was called to order by Councilwoman Strother at 5:31pm

**Prayer**

Councilwoman Boyd-Crosby offered prayer.

Councilwoman Strother moved to amend the agenda: Old Business: Lease Agreement & Signage and #6 – Proposal City Owned Properties. Councilwoman Boyd-Crosby second the motion. The vote was unanimous (2-0)

**Director’s Report**

The Public Works Director gave a report regarding updates on City of Chester properties projects:

*Bathrooms – ADA City Hall*

*Police Floor Plan (Bank Building) and HVAC*

*Aquatic & Fitness Center*

*Doors at Station 1 & Station 10*

*Generators – All main City of Chester Buildings*

Councilwoman Strother asked Mr. McBeth about the phone system at the Aquatic and Fitness. Mr. McBeth said that issue is still being worked on. There is no phone system that can withstand that type of moisture. Mr. McBeth also mentioned numbers (quotes) coming in for improvements for the “Red Cross” building.

Mr. McBeth said the “AA” building is in worse shape than the “Red Cross” building. There will be an ADA bathroom in the building and a prep kitchen. The Margaret Foote Building will have new windows.

Mr. McBeth mentioned relining the main pool and the kiddie pool. The walking service must be looked at. It is a major concern.

Councilwoman Strother asked Mr. McBeth about the Tennis Courts. Especially court number 2. Mr. McBeth said he called a fencing company to look at the fence. He also mentioned having quotes for the drainage at Wylie Park. Councilwoman Strother wanted to know if the tennis courts bathrooms be looked at. Mr. McBeth said it could, but the bathrooms are kept locked to keep our afterhours activity and vandalism. The Agribusiness Center updates will include epoxy flooring, insultation, the kitchen doors will be updated to be locked, the garage doors will be updated, and windows tinted. Much discussion took place. *No action was taken.*

**Old Business**

*Rentals*

Councilwoman Strother asked for an update for AgriBusiness Center Rentals. Ms. Fair assured the committee that rentals are steady. She also stated the City Administrator Whitaker was working on bringing a Market Manager on board.

**Comprehensive Fee Schedule**

Councilwoman Strother asked City Administrator when the fee schedule would be ready to be presented. Mr. Whitaker assured the Committee that a copy of the fee schedule will be sent out to Council for review. *No action was taken*.

**City Owned Properties**

Councilwoman Strother updated the committee on the City owned properties. Mayor Williams provided an overview of the plans and purpose of providing the properties list. Mayor Williams mentioned building homes on the City vacant lots and selling the home would be a great idea. Much discussion took place. *No action was taken*.

*Lease Agreements*

Councilwoman Strother asked Mr. Whitaker had a lease agreement been done for the “AA” building. Mr. Whitaker said not yet. Councilwoman Strother asked Mr. Whitaker could an agreement be ready by next committee meeting.

*Signage*

Councilwoman Strother asked Mr. McBeth for an update on all City building signage. Mr. McBeth said the signs are ready, they need to be paid for. Councilwoman Strother asked Mayor Williams about the funding that was suppose the pay for the signs for City properties. Mayor Williams said that yes via “Way Finder”, funds were available to pay for the signs. He assured Councilwoman Strother that he would get that information to her.

**New Business**

The Police Building and City Hall was covered under the Director’s Report.

**Comments**

Councilwoman Strother stated that the comprehensive fee should be reviewed by Council.

With no other business, Councilman Young made a motion to adjourn the meeting. The meeting was adjourned at 6:17pm.

Respectfully Submitted,

Marquita Fair

Municipal Clerk