

**TOWN OF HOPE MILLS
BOARD OF COMMISSIONERS
SPECIAL MEETING/BUDGET RETREAT
SATURDAY, MARCH 4, 2017 9:00 A.M.
CAMP ROCKFISH
226 CAMP ROCKFISH ROAD
PARKTON, NC**

CALL TO ORDER – Mayor Jackie Warner called the special meeting of the Hope Mills Board of Commissioners to order on Saturday, March 4, 2017 at 9:12 a.m.

GOVERNING BOARD MEMBERS PRESENT

Mayor Jackie Warner, Mayor Pro Tem Gorman, Commissioners Bryan Marley, Frances Jackson, Jerry Legge, and Pat Edwards.

STAFF PRESENT

Town Manager Melissa Adams, Interim Town Clerk Deborah Holland, Finance Director Drew Holland, Parks & Recreation Director Kenny Bullock, Police Chief Joel Acciaro, Captain Servie, Fire Chief Chuck Hodges, Deputy Fire Chief Steve Lopez, Public Works Director Hector Cruz, Development & Planning Administrator Chancer McLaughlin, and Stormwater Administrator Beth Brown.

INVOCATION AND PLEDGE OF ALLEGIANCE

The invocation was led by Finance Director Drew Holland, followed by the Pledge of Allegiance led by Mayor Warner.

Leandro Silva, Conference Host for Camp Rockfish, welcomed the group and gave a brief overview of the camp and invited everyone to its open house on April 9, 2017.

1. **UPDATES**

- a. **Financial Update**
 - Property Taxes
 - Recreation Tax
 - Dam Project
 - Town Debt
 - Vehicle Replacement Plan

Finance Director Holland presented an overview of the county taxes. Mr. Holland commented that this was a reevaluation year for Cumberland County and regarding property taxes, residential values went down and commercial values went up. Mr. Holland commented that there was a reduction in Recreation Tax from the prior year. Mayor Warner inquired of Mr. Holland why there was a projected decrease in Parks & Recreation fees for the upcoming year. Mr. Holland responded that there may have been a onetime charge he was unaware of from the

prior year which would cause it to be higher. Commissioner Legge requested of Parks & Recreation Director Bullock if an estimated figure for Spring Sports was added into the estimated fees for Parks & Recreation. Mr. Bullock responded that about \$30,000 is added to Parks & Recreation fees for Spring Sports. Commissioner Legge also questioned if fees to participate in sports would be going up and if families who couldn't afford to send their children to sports would still be included. Mr. Bullock responded that he would like to raise the fee by about \$20.00, but children who could not afford to participate in sports would not be accepted. Mayor Warner questioned if the amount for the Senior Center would change since it is closing and if there was a way to break out the fees for seniors outside of Hope Mills to offset the deficit for the program. Mr. Holland responded that the senior's expenses will go down but the Finance Department currently does not have the numbers and they will have a better idea once they get into next year's budget.

Mr. Holland proceeded with the Dam project update commenting that under expenditures, money designated out of the settlement funds was used to cover the owner's representative, a sinkhole and mitigation. The sinkhole was brought into question as most of the Board was unaware of it. Mr. Holland went on to present the Vehicle Replacement Plan for the Police Department commenting that it is modeled after the Vehicle Replacement Plan for the Fire Department. The Vehicle Replacement Plan for the Police Department had a proposed goal to purchase 4 vehicles per year. Commissioner Jackson questioned if NC Connect that was passed in November 2016 could be a possible source of funds for the Town's Vehicle Replacement.

Motion made by Commissioner Edwards, seconded by Mayor Pro Tem Gorman and carried unanimously, to approve the Police Vehicle Replacement Plan with the goal to purchase at least 4 vehicles per year.

b. Lake Park

Parks & Recreation Director Bullock presented the updates for the Lake Park with the first update regarding a joint meeting between the Lake Advisory Committee, Parks and Recreation Department and the Appearance Committee. Mr. Bullock briefly updated the Board on the need to hire 4 part-time Lake Attendants prior to the Lake opening and coming up with landscaping ideas prior to the Lake's completion. Mayor Pro Tem Gorman commented that the Lake Advisory Committee requests to be part of the grant process. Discussion pursued among the Board on how recreational use must be shown for Parks and Recreation.

c. Community Center Remodel

Kenny Bullock gave a brief overview of the flooring that was installed in the Community Center at Parks & Recreation and the general consensus of the Board was that they were pleased with the finished outcome.

d. Park Entrance at Bullard Street

Parks & Recreation Director Kenny Bullock presented the recommendation for consideration to purchase a municipal parks sign that will match the current sign in front of the recreation center. There are funds available in the current Parks & Recreation budget to proceed with the order as long as the cost does not exceed \$2,000. Mayor Warner commented that the sign will help with parking.

Motion made by Commissioner Legge, seconded by Commissioner Edwards and carried unanimously, for consideration of purchase and installation of Bullard Street Sign not to exceed \$2,000 currently budgeted in Parks & Recreation.

2. BUDGET RETREAT ITEMS OF DISCUSSION

a. Bus System

Parks & Recreation Director Kenny Bullock met with Randall Hume, Director of Transit for NCDOT, in regard to establishing a bus system for Hope Mills. Mr. Hume advised Mr. Bullock that longer routes attract less citizen participation. Mr. Bullock recommended to the Board they may want to consider a Federal Grant to help offset the costs of a bus system. Mr. Hume presented Mr. Bullock with several bus route options and requested the Board allow him to showcase these various options during a Board of Commissioners meeting. Mayor Warner commented that the bus system would help relieve traffic congestion and bring more residents from outside of Hope Mills into the area. Mayor Warner commented that Spring Lake used FAMPO money to incorporate a bus system into their town. Commissioner Jackson expanded on Mayor Warner's comment adding that Spring Lake's bus system started out with FAMPO through a private provider. Commissioner Jackson requested that Mr. Holland look into options other than F.A.S.T. and to be sure we are not charged a fully allocated cost with a pilot program. The general consensus of the Board was to add Mr. Hume's NCDOT presentation to the March 20, 2017 agenda.

b. Golf Course Property

Kenny Bullock commented that he spoke with Rachael Cotter, Principal Landscape Architect with McAdams Co. in regard to converting the golf course into a public park. Town Manager Adams commented that Harry Stegall, golf course owner from 1990-1999, recently visited her in regard to leasing the golf course property. Mr. Stegall proposed two options; a 9-hole golf course or turning the property into a BMX/4-wheeling track. Mr. Stegall indicated that with option one, it would be a straight lease and with option two, he would cut the Town in on a percentage of the profits. Commissioner Legge commented that he is not in favor of leasing the property and believes the Town alone can develop it for recreational use. Mayor Warner commented that the Board should involve the YMCA in these discussions as they are a stakeholder due to their location.

Motion made by Commissioner Edwards, seconded by Commissioner Jackson and carried unanimously, to move forward with the creation of a Master Plan for the Golf Course Property at \$49,000 to be budgeted in the FY 2017-2018 Budget.

c. Public Safety Facility

Discussion pursued among the Board regarding the facility study for the Police and Fire Departments. The study included two options; a consideration of a combined facility on the current property or acquiring a new location and plot of land to house the Fire Department. The Fire Department believes the station would be better suited along Main Street in the area of the Bi-Lo Shopping Center due to ease of access.

Motion made by Commissioner Marley, seconded by Commissioner Edwards to move forward with the combined facility on current property and the motion was carried with a vote of 2 ayes and 3 no's by Commissioners Legge, Gorman, and Jackson.

Reconsideration motion made by Commissioner Legge, seconded by Mayor Pro Tem Gorman and carried unanimously, to reconsider the design for a new shared public safety facility for the Police and Fire Departments.

Reconsideration motion made by Commissioner Marley, seconded by Commissioner Edwards and carried unanimously, to move forward on the design process for a shared public Safety facility on current Police and Fire Department properties.

d. Town Owned Property – Sale/ Possible Acquisition

The Board reviewed the maps at the various properties currently owned by the Town and no action was taken.

e. MIA/Annexation Plan

Chancer McLaughlin presented the MIA/Annexation Plan for the Boards consideration to accept the proposed MIA boundaries from the county in efforts to more effectively utilize viable development opportunities. Discussion pursued among the Board and the general consensus was to request to keep our land from the county and not allow our MIA to change.

Motion made by Commissioner Marley, seconded by Commissioner Legge and carried unanimously, to keep all the land remaining at the bottom of map and remove upper portions.

The consensus of the Board was to direct the Clerk to draft a resolution of support of the previously mentioned action by the Board.

f. Stormwater Improvements

Stormwater Administrator Beth Brown reviewed the current and future priority Stormwater projects. Consideration to begin engineering for Castleton Drive (Alt 2), Odessey Court and Hunting Ridge Road project was discussed as well as consideration of proposed FY 2017-2018

priority projects. Future priority projects include improvements on Mill Bridge Road, Archer Phase #3, Marcliff/Lexington, Marcliff Cul-de-sac and Lexington/Labonte.

Motion made by Mayor Pro Tem Gorman, seconded by Commissioner Marley and carried unanimously, to approve the engineering portion of Castleton Drive (Alt 2), Odessey Court and Hunting Ridge Road.

g. Sidewalks/Street Improvements

Hector Cruz presented an overview of the current sidewalk projects and street resurfacing improvements. The current sidewalk projects are taking place on Rockfish Road and Johnson Street. Discussion pursued among the Board in reference to setting the priority of the next sidewalk projects. Consideration of using the current and next fiscal year Powell Bill funds for the street resurfacing project was also discussed. The Powell Bill funds of \$250,000 have been budgeted in the current fiscal year and \$300,000 is to be committed in the next fiscal year for a total of \$550,000 budgeted for the street resurfacing project.

Motion made by Commissioner Edwards, seconded by Commissioner Marley and carried unanimously, to allocate the Powell Bill Funds in the amount of \$250,000 for the current budget year and \$300,000 for the next budget year, for a total of \$550,000 to begin street resurfacing.

Discussion pursued among the Board regarding which sidewalks to make the next priority. The general consensus was to focus on Johnson Street extended to Main Street and Lake Area & Main Street. No further discussion pursued.

h. Patterson Street Fence (FEMA Update)

Drew Holland gave a brief FEMA update on the prepared discussion points concerning debris, emergency protective measures, public buildings & equipment and other street maintenance expenses.

i. Fire Department Positions

Fire Chief Hodges requested the Board unfreeze the Training Officer position that has been put on hold and not included in the budget since 2014.

Motion made by Mayor Pro Tem Gorman, seconded by Commissioner Edwards and carried unanimously, to unfreeze position for Training Officer/Assistant to Fire Marshall Inspections and begin process to hire, beginning first period in July 2017.

j. Fire Department & Police Department Salary Matrix

Drew Holland reviewed the consideration for a four year department rotation for Pay Study and Salary Compression beginning in FY 2019-2020. One topic of discussion was reevaluating the Commissioners pay as their duties have changed but their pay has remained the same.

Motion made by Commissioner Edwards, seconded by Commissioner Marley and carried unanimously, to approve the consideration of a four year department rotation for Pay Study and Salary Compression in FY 2019-2020 and any changes effective the following fiscal year.

k. Museum Update

Town Manager Adams gave a brief Museum update noting that the Town Attorney recommends it be appraised. No further discussion pursued.

l. Trade Street Merchant Sign

Chancer McLaughlin presented the Trade Street Merchant sign update to the Board. The general consensus of the Board was that the Town should purchase the merchant sign for roughly \$7,500, and require the vendors purchase the name slides for their businesses.

Motion made by Mayor Pro Tem Gorman, seconded by Commissioner Jackson and carried unanimously, to purchase the sign at the Historic Business District.

m. Hope Mills Citizens Academy

Town Manager Adams presented the Hope Mills Citizens Academy Program, an eight week course set to begin on April 6, 2017 and end prior to Memorial Day. Ms. Adams requested the Board of Commissioners and Department Heads sign up for the Citizens Academy Program. The main purpose of the Citizens Academy is to improve understanding, communication, and cooperation between local government and those it serves. The goals of the Academy are to provide individuals with a better understanding of the Town's municipal services, the council-manager form of government, and the challenges local governments face. The general consensus of the Board was an overall approval with a desire to encourage other committees to participate.

n. Town Logo/Seal

Town Manager Adams presented the Town Logo/Seal and requested the Board give direction on its usage, i.e. Town's branding, letterhead, vehicles, and visual representation.

Motion made by Commissioner Marley, seconded by Commissioner Edwards and carried unanimously, to begin using the new Town Logo as a branding tool on certain visual items of the Town.

3. ADJOURNMENT.

Motion made by Mayor Pro Tem Gorman, seconded by Commissioner Edwards and carried unanimously, to adjourn the meeting.

Mayor Warner adjourned the meeting at 2:53 p.m.

Jackie Warner, Mayor

ATTEST:

Deborah Holland,
Interim Town Clerk