

**TOWN OF HOPE MILLS
BOARD OF COMMISSIONERS SPECIAL MEETING MINUTES
SATURDAY MARCH 9, 2019, 8:30 A.M.
ROCKFISH CAMP AND RETREAT CENTER**

Mayor Jackie Warner called the special meeting of the Hope Mills Board of Commissioners to order on Saturday, March 9, 2019 at 8:30 a.m.

GOVERNING BOARD MEMBERS PRESENT

Mayor Jackie Warner, Mayor Pro Tem Mike Mitchell, Commissioners Jessie Bellflowers, Pat Edwards, Meg Larson and Jerry Legge.

STAFF PRESENT

Town Manager Melissa Adams, Town Clerk Jane Starling, Finance Director Drew Holland, Public Works Director Don Sisko, Police Chief Joel Acciardo, Fire Chief Chuck Hodges, Deputy Fire Chief Steve Lopez, Chief Building Inspector Ray Reeves, Parks & Recreation Interim Director Maxey Dove, Parks & Recreation Future Director Lamarco Morrison, Stormwater Administrator Beth Brown, Human Resources Director Laticia Daniels-Black and Development & Planning Administrator Chancer McLaughlin. Also present were Mayor Pro Tem of the Fayetteville City Council, Ted Mohn, media representative Roger Mullen, Mr. Dasmon Ellerbe and Ms. Hermena Bostick, from SureMET Public Transit of YTU, Inc, and Mr. Bob Jessup representing Sanford Holshouser LLP with Creative EDC.

INVOCATION AND PLEDGE OF ALLEGIANCE

The invocation was led by Commissioner Jerry Legge, followed by the Pledge of Allegiance led by Mayor Jackie Warner.

1. Introduction -Town Charter.

Mayor Warner briefly went over the Town Charter and its history. She then introduced Mr. Lamarco Morrison, the New Parks and Recreation Director. Town Manager Adams commented Mr. Morrison will begin working on April 1, 2019.

2. CIP Overview.

Finance Director Drew Holland presented this item and commented the Capital Improvement Plan is a working document which covers the next five years. The Board members were provided a bound copy of the plan. Each year in January the CIP is updated and used by staff as a planning guide. The purpose of this item was to provide information.

3. Financial Update.

Finance Director Drew Holland presented this item and commented property tax for the next fiscal year is estimated at \$4,877,739, an increase of \$163,708 from the prior year. Mr. Holland commented the motor vehicle tax for the next fiscal year is estimated at \$539,037, an increase of \$7,229 from the prior year. The recreation tax for the next fiscal year is estimated at \$588,144, an increase of \$17,809 from the prior year. The purpose of this item was to provide information.

4. **Public Safety Facility Update.**

Finance Director Drew Holland presented this item and commented the construction drawings should be ready by the fall or winter of 2019. Then staff will request bids and at that point will know the actual costs. Mr. Holland predicted a possible start date of February 2020 with a projected eighteen months of construction time. Mr. Holland went over the loan scenario. He then commented on the plans for the temporary police station lease and explained that staff is exploring potential Fire Department sub-station locations. The purpose of this item was to provide information.

Motion made by Commissioner Bellflowers and carried unanimously, to name the future public safety building the John Willis Hodges Public Safety Facility.

5. **Transportation.**

Mr. Dasmon Ellerbe and Ms. Hermena Bostick, from SureMET Public Transit of YTU, Inc. arrived to share information about a bus system opportunity. Mr. Ellerbe provided an overview of three proposed routes. Ms. Bostick passed out materials describing each route. The current proposal is for the routes to initially operate six days per week at a sixty-minute frequency.

Route 102 would provide service to residents and businesses along Rockfish Road and give access to the Golf Course property, Fantasy Lake, and connect at Walmart and on Main Street with the other routes. Route 103 would provide service to the Town Municipal Center, Senior Center, and businesses along Legion Road and Main Street. It would allow access to FAST route 31 at the Walmart on Gillespie Street and connect with other routes on Main Street. Route 104 would provide service to Cape Fear Valley Medical Center, VA Medical Center and Cross Creek Mall then connect on Main Street with other routes.

Mr. Ellerbe commented that SureMET-YTU, Inc. would provide better service than FAST because the focus would be on Hope Mills residents transportation needs, not on the needs of City of Fayetteville residents to access Hope Mills. Mr. Ellerbe commented the fare structure would be at the discretion of the Board and SureMET would charge the Town based on the parameters the Town choose. All proceeds from the farebox would belong to the Town.

The consensus of the Board was for Town staff to investigate the proposal further.

6. **ADA Transition Program.**

Town Manager Melissa Adams presented this item with Public Works Director Don Sisko. Ms. Adams commented that last year the State began requiring all municipalities to begin working toward becoming compliant with the “American’s with Disabilities Act.” A copy of a proposal from Stewart Inc. for the purpose of ADA Transition Planning Services in the amount of \$39,551 was provided to the Board.

Town Manager Adams reminded the Board that in 2013 the Town was sued regarding accessibility of the Parks and Recreation facilities for those with disabilities. Staff is in the process of confirming that all requirements included in the out of court settlement have been met. Creating

a working plan would protect the Town from additional litigation, as long as we can prove we are actively working on corrections.

Public Works Director Don Sisko commented that Town Manager Adams has been named the Town's ADA program manager. Mr. Sisko commented that Stewart Inc.'s plan would include all buildings and properties owned by the Town.

The consensus of the Board was for staff to include options for price estimates in the proposed FY 19/20 budget.

7. **Heritage Park.**

Town Manager Melissa Adams and Public Works Director Don Sisko provided an update on the Heritage Park project. Ms. Adams commented staff would like to include the following items in next year's budget related to Heritage Park.

- Rough cut trail to access the creek bed, cut by Town staff.
- Refurbish the pumphouse by pressure washing, masonry work and a new roof with an estimated cost of \$5,000.
- Stabilization of the Dam Gates which includes setting them on a concrete platform, decorative fencing, and signage with an estimated cost of \$20,000.
- Story Board with an estimated cost of \$3,000.
- New Heritage Park sign with an estimated cost of \$1,200.

The total estimated cost is \$29,200.

The consensus of the Board was for staff to seek quotes on a Heritage Park Master Plan and include consideration of Heritage Park maintenance items in the proposed FY 19/20 budget.

8. **Town Museum.**

Town Manager Melissa Adams presented this item which included a request of \$25,000 for ADA compliance and funds for interior design per the Historic Preservation Commission specifications. The request to upfit the Museum building includes: shelving, displays, picture frames, stands, acid free Hollinger boxes, mylar sleeves, file folders, free-standing plastic display towers, and miscellaneous office supplies. The total estimated cost is \$50,000. Additionally, staff is requesting new museum building signage at a cost of \$1,200 and to refurbish historic downtown signs at a cost of \$800.

The consensus of the Board was for staff to include consideration of Town Museum items in the proposed FY 19/20 budget.

9. **Personnel Policy.**

Finance Director Drew Holland presented this item and commented that the personnel policy that was adopted last year needs some minor changes. Staff proposes to change the merit pay in

conjunction with probationary time to establish a standard employee evaluation time to be in January of each year, and to change wording related to overtime for exempt employees during natural disasters to allow for FEMA reimbursement.

The consensus of the Board was for staff to include consideration of changes to the personnel policy in the proposed FY 19/20 budget.

10. Playground Project.

Finance Director Drew Holland presented this item and commented the Town has been approached to participate in the Kaboom Playground Grant Project for possibly updating and renovating the Lake Park Playground and/or Herring Park Playground.

The consensus of the Board was for staff to include consideration of moving forward with the Lake park playground as first priority and Herring Park to follow in the proposed FY 19/20 budget.

At 11:54 a.m. Mayor Warner called a recess for lunch.

Mayor Warner called the meeting back to order at 1:13 p.m.

11. Strategic Planning.

Bob Jessup with Sanford Holshouser LLP/ Creative EDC presented information about strategic planning and future vision for the Town. Mr. Jessup commented that strategic planning encompasses broad community input and the resulting plans are not set in stone but are broad long-term plans to guide a 20-year vision of direction for the Town.

The consensus of the Board was for staff to include consideration of a strategic planning item in the proposed FY 19/20 budget.

ADJOURNMENT.

Motion made by Commissioner Legge and carried unanimously, to adjourn the meeting.

Mayor Warner adjourned the meeting at 1:47 p.m.