

**TOWN OF HOPE MILLS  
BOARD OF COMMISSIONERS SPECIAL MEETING  
TUESDAY, MARCH 27, 2018 7:00 P.M.  
WILLIAM “BILL” LUTHER, JR. & DORIS LUTHER MEETING ROOM**

Mayor Jackie Warner called the Special Meeting of the Hope Mills Board of Commissioners to order on Tuesday, March 27, 2018 at 7:02 p.m.

**GOVERNING BOARD MEMBERS PRESENT**

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

**GOVERNING BOARD MEMBERS ABSENT**

Commissioner Pat Edwards.

**STAFF PRESENT**

Town Manager Melissa Adams, Administrative Assistant/Acting Deputy Town Clerk Tiffany Gillstedt, Parks & Recreation Director Kenny Bullock, Deputy Public Works Director Don Sisko and Town Attorney Dan Hartzog, Jr.

**INVOCATION AND PLEDGE OF ALLEGIANCE**

The invocation was led by Mayor Pro Tem Mike Mitchell, followed by the Pledge of Allegiance led by Mayor Jackie Warner.

**1. APPROVAL OF AGENDA.**

*Motion made by Commissioner Legge, seconded by Mayor Pro Tem Mitchell and carried unanimously, to approve the agenda as presented.*

2. Discussion of enhancements to the Lake Park Phase II along the shoreline east of the existing boat ramp; to discuss the scope of services regarding the design development that will lead to implementation of the shoreline bulkhead erosion control plan; and, to discuss professional engineering and/or landscape architect services.

Commissioner Bellflowers remarked the reason he called for the special meeting was to have a standalone discussion to reach a consensus on the engineering services to be done at the lake.

Commissioner Bellflowers commented in order to move forward, the Board needed to agree on the following minimum requirements for the Lake Park:

- A Bulkhead
- ADA access to swim area
- Kayak launch

- Irrigation system
- Landscaping and sloping of hill in Lake Park

Commissioner Legge inquired if the ADA access could be located at the kayak launch by laying a concrete slab in the water near the bulkhead. Town Attorney Hartzog responded the bulkhead is not required to be ADA compliant unless it is designed to be used as an entry point into the lake.

Mayor Pro Tem Mitchell inquired if Rachel Cotter of McAdams Group was able to provide the Town with information regarding any grant opportunities available for the Lake Park. Town Manager Adams responded Ms. Cotter informed her the Town is not eligible for a PARTF Grant for the bulkhead alone. The grant would need to include the entirety of the park and address community needs and wants. Ms. Cotter informed Town Manager Adams of other grant opportunities available such as Recreational Trail Programs and the Fishing Pier Funding Grant through the North Carolina Wildlife Resources Commission.

In reference to a timeline provided by Ms. Cotter, Town Manager Adams commented McAdams Group will begin with the Kickoff meeting starting in April with the Final Master Plan Adoption projected for September.

Mayor Pro Tem Mitchell inquired the likelihood of the Town receiving a grant. Town Manager Adams responded we are not eligible at this time. Once the Town has the Parks & Recreation Comprehensive Plan and a Master Plan for each project we will be eligible.

Commissioner Larson remarked in order for the Town to be able to apply for a grant, the Board needs to agree on the minimum requirements and bid the project out.

Mayor Pro Tem Mitchell commented he does not support spending tax-payer dollars on this project and if the Board wishes to move forward, the prevailing party must make a motion to rescind the prior action taken regarding the Lake Park.

Commissioner Bellflowers remarked McAdams Group is incorporating the existing Master Plan approved by the Board, not making any additions or deletions and waiting to take action on the engineering portion would only further delay the process.

Mayor Warner inquired if the plan submitted to the U.S. Army Corp of Engineers projecting a project finish for 2018 needs to be considered. Town Manager Adams responded the Lake Area Improvement Plan was submitted prior to the impoundment of water and used as a guideline but is a changeable document.

Commissioner Bellflowers remarked the action the Board would be taking is for the engineering design of the above-mentioned items in the Lake Park; there is no set time for construction.

*Motion made by Commissioner Legge to rescind the prior action taken regarding delaying plans for the Lake Park and the motion carried with a vote of 3 ayes and 1 no by Mayor Pro Tem Mitchell.*

Commissioner Legge inquired if the entire project would be bid out. Town Manager Adams responded engineering would not have to be bid out but construction would be. We are attempting to establish a positive working relationship with Fleming & Associates. It is currently a builders market and the Town is having trouble receiving bids for projects.

Discussion pursued regarding inviting Mr. Fleming to present to the Board and answer questions about the rebidding process in the event the Town proceeds with just the bulkhead.

*Motion made by Commissioner Bellflowers to move forward in the engineering design process for the Lake Park to include a bulkhead featuring an ADA accessible entry point to the swim area and the motion carried with a vote of 3 ayes and 1 no by Mayor Pro Tem Mitchell.*

Mayor Warner remarked the Town should request Mr. Fleming come before the Board to discuss the ADA bulkhead access.

Commissioner Bellflowers suggested the Board decide whether they wish to utilize Fleming & Associates as the professional design engineer or put the project out for bids.

Commissioner Larson suggested Mr. Fleming first present to the Board so they may make an educated decision.

Deputy Public Works Director Don Sisko commented the Town should consider a process in which Fleming & Associates would execute the design and the project would be bid out and awarded to a competent contractor to complete the construction.

The general consensus of the Board was to allow Town Manager Adams to request Steve Fleming of Fleming & Associates return before the new Board to discuss the design for a bulkhead with ADA accessibility for the swim area with an option to add a Boardwalk.

### **3. ADJOURNMENT.**

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

Mayor Warner adjourned the meeting at 7:46 p.m.

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Jackie Warner, Mayor

ATTEST:

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Tiffany Gillstedt  
Administrative Assistant/Acting Deputy Town Clerk