

**CITY OF LAURINBURG
CITY COUNCIL SPECIAL MEETING/WORK SESSION
JANUARY 12, 2016
MUNICIPAL BUILDING
303 WEST CHURCH ST.
7:00 p.m.**

Minutes

The City Council of the City of Laurinburg held a special meeting/work session on January 12, 2016 in the Council Chambers of the Municipal Building at 7:00 p.m. with the Honorable Thomas W. Parker III, Mayor, presiding. The following Councilmembers were present: Mary Jo Adams, Dolores A. Hammond, Curtis B. Leak, and Andrew G. Williamson, Jr. Councilmember J.D. Willis was absent.

Also present were Charles D. Nichols III, City Manager; Jennifer A. Tippett, City Clerk; and William P. Floyd, Jr., City Attorney.

Mayor Parker called the meeting to order at 7:02 p.m.

Councilmember Williamson requested a moment of silence to prepare for the new calendar year for the City of Laurinburg.

APPROVAL OF AGENDA

Motion was made by Councilmember Hammond, seconded by Councilmember Adams, and unanimously carried to approve the agenda.

AGENDA FOR JANUARY 19, 2016

The City Manager reviewed the agenda for January 19, 2016 as follows:

- 3) Recognition of Retiree-Linda Blackmon Terry
- 4) Consent Agenda
 - a) Consider minutes of November 17, 2015 regular meeting and December 15, 2015 special meeting/work session

DELEGATION

- 5) Creech & Associates-Discussion of Proposed New City Hall
The City Manager explained that Creech & Associates will present its proposals to Council and it will also be a public information session. He added that if Council wanted to schedule a separate public input session, then that could be planned. He added that the process is at the point where staff needs direction from Council as to whether to proceed with the Request for Proposals (RFQ) for a construction firm. He discussed the Construction Manager At Risk process of having one (1) firm for design and another firm for construction.

Upon question by Councilmember Hammond, the City Manager explained that there is an informal meeting scheduled with the Local Government Commission (LGC) and the finance bond counsel. He added that the design firm can provide a rough estimate on the cost of the facility based upon the square footage of the building; however, the construction firm, once hired, would provide the cost figures with a guaranteed maximum cost to present to the LGC for financing approval.

Councilmember Hammond explained that she felt that the possible funding source should be discussed at the meeting on January 19, 2016.

Discussion ensued concerning a public input session. The City Manager explained that the public was welcome to come to the January 19, 2016 meeting to hear the proposal from Creech and Associates, and if Council wants a separate input session, one can be scheduled.

Following further discussion concerning a public input session, Mayor Parker suggested that Council see what happens at the January 19, 2016 meeting before scheduling a public input session.

CITY MANAGER REPORTS

6) Community Development Update

Mr. Teddy Warner discussed the following and explained that he would provide more information at the meeting next week:

- *Meeting with the new Habitat for Humanity Director and will provide an update in February.*
- *Still working on the timber and green space project along Leith Creek. Staff is partnering with McGill & Associates on a feasibility study to determine cost of the green space, and will bring back plan in February.*
- *Staff is looking at how the City of Fayetteville deals with boarded up homes in an effort to better deal with dilapidated structures. He will bring more information to Council in February.*
- *Had second meeting today with the Main Street personnel and it went very well.*
- *The Art Garden project construction should start soon.*
- *Will present ideas for new pole flags for downtown and working on new trash cans and benches for downtown.*
- *Received \$2,000.00 grant for beautification downtown.*
- *The recorded spot "On the Road with Cecil" will air on Wednesdays. There are five (5) entities sharing in the cost of this.*
- *Forming a committee to work on an Art Festival at the Art Garden when it is completed.*
- *Exploring uses of City-owned tract behind Public Works. Will be discussing with Department of Commerce for possible grant funding.*

The City Manager explained that the City received the deed for the property behind Scotland Crossing Shopping Center and will start marketing the property.

Mr. Warner explained that he met with Shannon Newton, Scotland County Parks & Recreation Director, and he is looking at the Parks & Recreation Master Plan to try to tie into the City's Pedestrian Plan.

7) Consider Ordinance No. O-2016- amending the FY 2015-2016 Budget Appropriations Ordinance (Ordinance No. O-2015-09) Get Alarm Grant – Fire Dept.

- 8) Discussion of Amending the Dates of the Regular Council Meetings in November and December, 2016
The City Manager explained that due to the holidays in November and December, he wanted to see if Council wanted to change the dates of the November and December meetings.
Councilmember Hammond suggested that staff check to see when the North Carolina League of Municipalities meeting is in October.
- 9) Consider Authorizing the City Manager to execute contract with East Coast Pyrotechnics, Inc. for July 4th Fireworks Display
- 10) Semi-Annual Report on Surplus Sales
- 11) Consider Ordinance No. O-2016- amending the FY 2015-2016 Budget Appropriations Ordinance (Ordinance No. O-2015-09) for one-half of sewer to Town & Country Mobile Home Park
The City Manager explained that staff was researching potential revenue if this project were completed. He added that a big consideration was that there was no cash available in the Water/Sewer Fund to complete the project. He discussed the possibility of doing the in-kind part of the project in this budget year and the rest in the next budget year.

APPOINTMENTS

- 12) Crime & Drug Committee – Jamie Synan representing the Scotland County School System

The City Manager explained that another item may potentially be added to consider two (2) proposals from the Scotland County Fire Commission concerning the substation. He discussed the proposals, one of which is for the Fire Commission to give the City \$110,000.00 to build the substation and the other is for the City to sell the property behind the water tank on McColl Road to the Fire Commission so that it could build the substation.

Councilmember Leak expressed concern about the storm drainage issues being experienced due to the recent rains.

The City Manager explained he would have Mr. Stacey McQuage, Public Utilities Director, provide information on storm drainage at the next meeting.

Upon question by Councilmember Adams, the City Manager explained that traffic was terrible at the new Zaxby's even though they were employing an off-duty police officer to direct traffic.

CONSENT AGENDA

Following discussion, it was consensus of Council to add Items 7, 9 and 10 to the Consent Agenda.

DISCUSSION OF PROPOSED SCHEDULE FOR FY 2016-2017 BUDGET PROCESS

The City Manager explained that staff wanted to set the date for the Citizen Input Session, get input from Council on format for the Citizen Input Session and set the date for the first budget retreat. He suggested the dates of February 11, 2016 or February 18, 2016 at 6:00 p.m. for the

Citizen Input session.

It was consensus of Council to hold the Citizen Input Session on Thursday, February 11, 2016.

The City Manager suggested that the first budget retreat be held prior to the March 15, 2016 special meeting/work session beginning at 5:00 p.m. He added that Harold Haywood, General Services Director, will be presenting an updated Capital Improvement Plan to lead in to the budget.

It was consensus of Council to hold the budget retreat at 5:00 p.m. on Tuesday, March 15, 2016.

The City Manager requested that Council talk with him or email him ideas about the format for the Citizen Input Session.

A brief discussion ensued concerning advertising the Citizen Input Session. The City Manager will present costs for advertising at the January 19, 2016 meeting.

Mayor Parker suggested getting input from the incoming Mayor concerning dates for the Citizen Input Session.

ECONOMIC DEVELOPMENT

The City Manager reported that there was an update on some projects discussed at the Scotland County Economic Development Committee (EDC) meeting last Tuesday. He added that he understood there was a new Chairman of the EDC.

Mayor Parker explained that the County Commissioners have an agreement with some universities and colleges to help with economic development.

Upon question by Councilmember Hammond, the City Manager explained that the City and County Attorneys are working on the by-laws.

ADJOURNMENT

Motion was made by Councilmember Williamson, seconded by Councilmember Adams, and unanimously carried to adjourn the meeting.

The meeting adjourned at 7:56 p.m.

Mary Jo Adams, Mayor Pro Tempore

Jennifer A. Tippet, City Clerk