

**CITY OF LAURINBURG
SPECIAL COUNCIL MEETING
JANUARY 27, 2016
MUNICIPAL BUILDING
303 WEST CHURCH ST.
5:30 p.m.**

MINUTES

The City Council of the City of Laurinburg held a special meeting on January 27, 2016 at 5:30 p.m. in the council chambers of the Municipal Building located at 303 West Church Street, with the Honorable Mary Jo Adams, Mayor Pro Tem, presiding. The following Councilmembers were present: Dolores A. Hammond, Curtis B. Leak, Andrew G. Williamson, Jr. and J.D. Willis. Absent was Mayor Matthew Block, MD.

Also present were: Charles D. Nichols III, City Manager, and Jennifer A. Tippet, City Clerk.

Mayor Pro Tem Adams called the special meeting of the Laurinburg City Council to order at 5:30 p.m.

Councilmember Williamson requested a moment of silence.

APPROVAL OF AGENDA

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

Mayor Pro Tem Adams explained that the purpose of the meeting was to discuss design elements, specifically the exterior unless there was discussion since department heads have not had input on the interior layout yet. She added that the department heads had not yet reviewed the interior layout.

The City Manager explained that Creech & Associates took the Space Needs Analysis conducted by Oakley Collier, verified it with the department heads, and fit the interior spaces in just to ensure that the size of the building was adequate to fit in all spaces.

DISCUSSION OF DESIGN ELEMENTS OF THE PROPOSED NEW CITY HALL AND POLICE DEPARTMENT

Upon question by Councilmember Hammond, the City Manager explained that the number of parking spaces is not adequate per the Unified Development Ordinance (UDO).

Discussion ensued concerning parking as follows:

- Councilmember Hammond suggested that the secure parking for police might be better moved closer to the police entrance off of West Church Street.
- The City Manager explained that initially the design idea was to keep the parking away from the adjacent residential properties.
- Councilmember Williamson suggested investigating whether diagonal parking would work on Everett Street in order to add more public parking.
- Councilmember Leak explained that the area where the playground was located could also be used for parking if needed.

- Mayor Pro Tem Adams expressed concern about the distance between parking and the front door especially for handicapped citizens.
- The City Manager explained that Creech & Associates placed the sidewalk and parking to avoid issues with drive-thru traffic and to make pedestrian traffic as safe as possible.

A discussion ensued concerning the need for a Consumer Billing drive-thru. The City Manager explained that without the drive-thru, the parking could be shifted closer to the building. He added that most municipalities no longer have drive-thru service. He further added that the design for the drive-thru will be so that it does not stand out as a drive-thru and can be removed in the future if no longer needed.

The City Manager explained that for security reasons and the need for fast entrance and exit, the Police Department needed to be downstairs; therefore, the Council Chambers had to be located on the second floor.

The City Manager explained that the three (3) design options submitted by Creech & Associates are not the only options as the architect wanted input from Council on its ideas. A copy of the options prepared by Creech & Associates are attached as Attachment A and incorporated into this document.

The City Manager briefly reviewed the design elements of the three options presented.

Councilmember Leak explained that he liked Option A best, but was concerned about the possibility of a flat roof.

Councilmember Williamson explained that all three (3) options are attractive. He added that Option A looked more like a city hall and less like a courthouse as Options B and C did.

Councilmember Hammond explained that she like Option A best. She added that she was concerned about the roof where the cupola is located and wanted the City Manager to ensure that it is not a flat roof.

Councilmember Willis explained that he preferred Option A. He requested that the City Manager stress that all areas of the roof need to be slanted and not a flat roof.

Mayor Pro Tem Adams explained that she liked Option C best, but that she would be satisfied with any of the options.

ADJOURNMENT

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

The meeting adjourned at 6:00 p.m.

Matthew Block, MD, Mayor

Jennifer A. Tippett, City Clerk