

LAW AND FINANCE MEETING
Wednesday, April 29, 2015
5:00 P.M., Council Chambers
225 East Weatherspoon St., Sanford, NC

The Law and Finance Committee met on Wednesday, April 29, 2015, in the Council Chambers of City Hall, located at 225 East Weatherspoon Street, at 5:00 P.M. The following people were present:

Law and Finance Committee:

Mayor T. Chet Mann	Mayor Pro Tem James Williams
Council Member Byron Buckels	Council Member Sam Gaskins
Council Member Jimmy Haire	Council Member Rebecca Wyhof
Council Member Norman Charles Post, III	City Attorney Susan Patterson
City Clerk Bonnie Davis	
City Manager Hal Hegwer	

Absent:

Council Member Charles Taylor

Mayor Chet Mann called the meeting to order.

Consider Renewal of Contract for Inmate Labor - (Exhibit A)

Operations Manager Tim Shaw explained that this is just a renewal of the contract for inmate labor with the NC Department of Public Safety. Our present contract will end June 30 and this contract will begin July 1, for a year. The City pays \$1 per day for each inmate. The number of inmates varies depending on the workload. We are set to get eight; however, we typically receive an average of six to eight inmates per day.

Consider City of Sanford Capital Reserve Resolution for Future General Capital Improvements – (Exhibit B)

Financial Services Director Beth Kelly advised that this resolution is the result of the discussions and direction given by Council during the retreat meetings. Council discussed wanting to contribute money that was already appropriated in the current budget year, as well as, contributing money in future budgets to be able to save and spend on a larger city park improvement. This capital reserve fund will allow the money to stay earmarked and restricted for that purpose and for that purpose only; so it does not have to keep being reappropriated every year. This fund will remain operational for a period not to exceed five years beginning May 5, 2015 or until a cumulative sum not to exceed \$250,000. City Council will transfer an amount of \$75,000 initially and then an amount no less than \$25,000 each subsequent year to this fund from General Fund Revenues. An amount of \$50,000 has been included in next fiscal year's budget that is currently scheduled to be presented and discussed with Council on May 13.

Consider Ordinance Amending the Annual Operating Budget of the City of Sanford FY 2014-2015 – (Exhibit C)

Financial Services Director Beth Kelly advised that this ordinance amends the annual operating budget for Fiscal Year 2014-2015 and that will transfer the \$75,000 that is already

appropriated in this year's budget to be spent on parks. This will move the funds back to the newly established Capital Reserve Fund.

Mr. Hegwer added that this will help accomplish the task that Council wanted in terms of park improvements. There was a consensus at retreat, that Council had in mind park improvements and was more interested in the Martin Luther King Park area. Council can change their mind if they so desire.

Mrs. Kelly stated that the Capital Reserve Fund, by statute, will only allow us to spend that money on some type of capital improvement or capital purchase.

Consider Temporary Removal of Two-Hour Parking Requirement During Streetscape Construction – (Exhibit D)

Downtown Development Manager II David Montgomery explained that the Board of Directors from Downtown Sanford, Inc. are requesting the temporary removal of the parking requirements in Downtown during the streetscape construction. As the construction process begins, the construction company will be removing the parking signs anyway in most of the Downtown area. There will be two sections that will not, but we request that those signs on those streets be bagged on the 100 block of North Steele Street and the 200 block of S. South Steele Street. Three sides of the block will have no parking availability as the construction company works through that area. With all this going on, DSI feels that in order to accommodate those business owners and customers, it is a good opportunity to make this request. It will also give us a moment to assess whether we even need any parking regulations. At the end of this process, if DSI feels the signs are not necessary, there will be a reduced cost in streetscape expenses, maintenance and police enforcement. If we do see there is a need for signage, there will be opportunity, maybe, to reduce some of the clutter because we will have lighting poles to put signs on the poles, as opposed to more metal poles. Mr. Montgomery stated that he will come back after construction and discuss the impact.

Consider Discussion on Sanford Housing Authority Board Appointments

Mayor Mann said that there has been some change with the new executive director of the Sanford Housing Authority. We had a long-time executive director, Ken Armstrong, who left, and we have a new director, Shannon McLean, who has been in the position for several months. There has been some confusion over board functions and we have had several individuals decide not to reapply. It might be the appropriate time to consider reappointing the entire board to the Sanford Housing Authority, giving them a clean slate. He felt the new director would like to shape and mold her own department and have some input into her board and do some board development. He would like to present the idea that Council consider having everyone on the board to reapply and open it up for any other applications the community would like to present and reappoint and nominate an entire slate. It could be the same slate that is serving now or it could be a new slate. He felt it might be the best way to consider giving them a new start as the director would like to see. Council has the purview to do this and it does take a Council vote to change our appointment process. He opened the floor for suggestions.

Council Member Gaskins asked Attorney Patterson if this would be an opportunity to combine the two boards into a single board that would oversee both the Sanford Housing Authority and Brick Capital CDC. Attorney Patterson replied that technically, they perform two different

functions. The Sanford Housing Authority administers federal funds for low and moderate income housing. Brick Capital is a non-profit corporation which provides home ownership for low and moderate income clients. The Housing Authority is set up by statute and Brick Capital is a corporation of the legislature by charter. She will have to research to see if a merger is possible.

Council Member Haire, liaison to the Sanford Housing Authority Board, said that you have two heads you have to please – the board and HUD, so if you put new people in place, you want to make sure everybody understands what is going on because it is more complicated; does the director answer to the board or to the Federal government? Mayor Mann said that is a good point.

Council Member Wyhof stated that the Sanford Housing Authority has particular job functions they are required to do. As Council considers who the best applicants may be for these boards, she said it would be useful to know if a board has a particular set of objectives they need to undertake. She said maybe a job description could be given to the Council Members so that they understand what each board is set up to do.

Attorney Patterson replied that we have a Boards and Commissions booklet that not only has the current appointees and their terms, but also a paragraph that explains their functions when they were created, and who appoints them.

Mayor Mann felt that Ms. Wyhof was looking for more detail on the objectives/role and what kind of expertise is needed for the various boards. It is incumbent upon Council to find these people and understand what their needs are and match the appropriate person to the particular board.

Mayor Mann said that he wanted to vet this issue today to see if there was a consensus and also send letters to the board members.

Council Member Gaskins mentioned that the Historic Preservation Commission will need to make an appointment next Tuesday, due to an individual who resigned this past Monday. Attorney Patterson added that there are also two vacancies in addition to the vacancy at the last meeting of the Historic Preservation Commission. This is a quasi-judicial board that meets to hear cases, like a court. It is a seven member board so with three vacancies, you only have enough for a quorum if everyone shows up. The sooner you can appointment someone to fill the vacancies, the better. Mayor Mann added that we have received some applications today.

Mayor Mann asked Council if it would be appropriate to instruct staff to send a courtesy letter to the Sanford Housing Authority board members to let them know Council's intentions to consider applications for the whole board to the Housing Authority. It was the consensus of the Council to do so.

Streetscape Project Timeline – (Exhibit E)

City Engineer Paul Weeks referred to Exhibit E, which provides a description of the three-month schedule for the streetscape projects in Downtown Sanford and Jonesboro. Staff chose not to extend the project schedule further than three months because with construction, things will change. City inspectors went through both areas with the contractor and spoke with the individuals who will be affected first so they are aware of the construction. They have all our

contact names and phone numbers. The city inspectors are also going to go through both areas and hand out the maps to all the shop owners. They will have the same information that Council has (Exhibit E). The inspectors will give them their phone numbers in case they have an issue. The contractor had planned on starting on Friday and working Saturday; however, he decided to start on Monday.

LED Streetlight Program - (Exhibit

City Engineer Paul Weeks referred to Exhibit F, showing pictures where the LED streetlights are being installed and the difference in the brightness of sodium vapor lights versus the LED lights. LED lights are whiter and brighter. The contractor is just about finished with the pilot project in all areas. It is anticipated that the pilot project will be completed by the end of June.

Other Business

Council Member Wyhof asked if there were any plans for a groundbreaking/celebration in Downtown Sanford and Jonesboro sometime next week, where the merchants and Council Members can come together to kick off the streetscape construction and informing the public. Mr. Haire stated that he has something he has ready to unveil if the event could wait another week. Mayor Mann stated that we could and it would be worth waiting for.

Council Member Gaskins added that the unemployment rate dropped significantly from February to March – from 7.9 to 7.4 or 7.5 for Lee County. We have two new businesses that have opened on Wicker Street; two on Carthage Street and another one on Steele Street next week.

Mayor Mann said that Council has not passed a resolution on historic tax credits. He brought it up because the bill we have pushed has passed the House and is being adopted by some Senate members. He has been asked by Secretary Klutz if we would consider a resolution to promote and endorse the support of historic tax credits. The historic tax credits have been meaningful to Sanford and probably will continue to be if the program is brought back. Council agreed to consider a resolution endorsing the tax credits.

Closed Session

City Attorney Susan Patterson read a motion for Council to go into closed session in accordance with N.C.G.S.143-318.11(a) (5) to instruct the public body's staff or negotiating agents concerning the position to be taken on the price or other material terms of the contract for the acquisition of real property by purchase, option, exchange or lease. So moved by Council Member Gaskins and seconded by Council Member Buckels, the motion carried unanimously.

ALL EXHIBITS CONTAINED HEREIN ARE HEREBY INCORPORATED BY REFERENCE AND MADE A PART OF THESE MINUTES.

Law and Finance Committee Meeting
April 29, 2015

Return to Regular Session and Adjournment

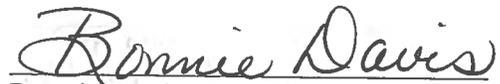
Council Member Williams made the motion to adjourn the meeting. Seconded by Council Member Gaskins, the motion carried unanimously.

Respectfully Submitted,



T. Chet Mann, Mayor

ATTEST:



Bonnie Davis, City Clerk