

**SANFORD CITY COUNCIL
WORK SESSION**
Tuesday, August 30, 2016
225 East Weatherspoon Street, Sanford, NC

The City Council held a Work Session on Tuesday, August 30, 2016, at 5:30 p.m. in the West End Conference Room at City Hall. The following people were present:

Mayor T. Chet Mann
Council Member Byron Buckels
Council Member Charles Taylor
Council Member Rebecca Wyhof
City Attorney Susan Patterson

Mayor Pro Tem Sam Gaskins
Council Member Norman Charles Post, III
Council Member James Williams
City Manager Hal Hegwer
City Clerk Bonnie Davis

Absent:

Council Member Jimmy Haire

Work Session

Mayor Chet Mann called the work session to order.

Discussion on Federal Building (Exhibit A)

City Manager Hegwer stated that the only bid received for purchasing the Federal Building was in the amount of \$72,837 and Council must now decide whether to accept or reject that bid. The property was recently appraised at an estimated value of \$345,000. A proposal has been made by Tom Snell requesting that if the bid is not accepted, he be allowed time to assemble a coalition of several groups (Carolina Artist Colony, Lee County Arts and Community Center, the Arts Council, Sanford Brush and Palette Club), artists and investors interested in purchasing the property to serve as an “art nexus” for the community.

Mayor Pro Tem Gaskins stated that he is in favor of declining the \$72,837 bid. Council Member Post agreed and suggested that Mr. Snell present more detailed information at a Council meeting. City Attorney Susan Patterson explained that there are limitations on methods for transferring property. Council Member Taylor suggested that Council not limit its scope when considering the sale.

Consensus was reached to make a decision on the bid at the next Council meeting (scheduled for September 6, 2016).

Update on Streetscape Project

Two –Hour Parking Signs Installation

City Manager Hegwer noted that Council had previously approved reinstating two-hour parking limits with some slight modifications in the downtown area. City Engineer Paul Weeks stated that in an attempt to reduce clutter, signs were recently installed on Duke Energy’s utility poles which were already in place; however, due to safety issues, they require signs to be at least 11 feet above the street. Many negative comments have been received that the signs are too high and are not easily seen. Duke will allow decals on the poles, but there are legal issues regarding

enforcement (reflectivity requirements for traffic control devices). Temporary metal poles will be installed next week until the permanent poles (black powder coated) are available.

Mr. Weeks confirmed that four signs are planned for each side of the street, unless more are needed, along with striping. Spaces designed for handicapped parking, loading/unloading and 15-minute parking will be marked accordingly. Loading/unloading zones will remain as they were prior to the streetscape project, unless Council elects to modify them. Handicapped spaces will be located as designed by the streetscape project.

Restriping of Downtown Sanford with Handicap/Loading Signs (Exhibit B)

City Manager Hegwer explained that staff has considered how to reinstate parking restrictions that were in place prior to the streetscape project for handicapped spaces and loading/unloading zones.

City Engineer Paul Weeks stated that two ordinances are currently in effect for the north side of Carthage Street: a 25-foot loading zone in front of the Temple Theatre and a 41-foot loading zone in front of the Sanford Makepeace Building, noting that a portion of the space previously designated for the Makepeace was taken by a concrete bulb-out. The Temple would like to enlarge their loading zone to allow a 45-foot bus to pull alongside the curb for dropping off and picking up patrons. The space needed is estimated at 80 to 100 feet (four to five parking spaces).

Council Member Taylor suggested combining these two into one contiguous space in the middle of the block, leaving two or three spaces on the Moore Street end of the block and two spaces on the Steele Street end of the block.

Council Member Buckels questioned how space would be reserved for residents of the Wilrik Building. Mr. Weeks explained that there was a handicapped space by the front door near the stairs but since the concrete bulb-out interferes with movement at the ramp, two spaces will be located down the street nearer to the ramp (a third space is also planned near the Super Ten Store). They also have access at the rear but a light pole near the door makes moving large items (such as furniture) difficult, so staff is researching the cost to relocate it.

City Manager Hegwer noted that there is currently no ordinance in place designating a loading zone in front of the Wilrik. A "dead zone" with limited use at the corner of Steele and Wicker Streets (near the handicapped space) has been used in the past by residents to load and unload. Council discussed whether one of the handicapped spaces could be designated as a loading zone. Mr. Weeks explained that standards call for a minimum of six handicapped spaces downtown. Prior to streetscape, there were eleven and plans call for all eleven to be returned. Mr. Czar explained that there are two types of handicapped spaces: a regular-sized space and a larger, van-accessible space (to accommodate wheelchairs). If one of the two spaces is removed, the one remaining must be van-accessible. Mr. Buckels questioned whether one space would be adequate for Wilrik residents. After discussion, it was agreed that locating two handicapped spaces on Steele Street and a loading zone on Wicker Street would work well for Wilrik residents.

Status of Charter, Windstream, Duke and Its Relationship to Street Fest

City Engineer Paul Weeks confirmed that Windstream's overhead wires have been removed; Charter will have theirs down soon; Duke has begun removing their metal poles; and Fred Smith Construction will soon begin their work. Regarding an estimated completion date, he stressed that much of the construction is weather dependent. Jennifer St. Clair, Executive Director for Downtown Sanford, Inc., suggested that another date for the Street Fest celebration and fireworks (originally scheduled for October 7) not be set until the project is completed.

Parking Enforcement (Exhibit C)

City Manager Hegwer stated that the Parking Committee has requested enhanced parking enforcement in the downtown area. That duty has previously been handled by sworn police officers, reducing the time they are available for crime-related duties. Staff has researched other options and found that the trend is moving away from this model.

Human Resources Director Christy Pickens spoke with staff from seven surrounding communities and found that the majority of them use non-sworn agents and the average salary is \$26,000. Some municipalities have used contractors or consultants but have found it more economical and easier to control by retaining it "in-house".

There was discussion regarding the hours when enforcement would be needed and whether it should be done by full-time or part-time employees. Mr. Hegwer noted that the primary goal is not to issue tickets or generate income, but to have someone available to serve as an ambassador to inform the public, and to help create a regular and orderly flow of traffic and parking with adequate turnover.

Financial Services Director Beth Kelly explained that one option is contracting with a third party to handle enforcement and collections. One company estimated a cost of \$140,000 to cover the time period specified in the current ordinance (Monday through Saturday, from 9:00 a.m. until 7:00 p.m.). Other options, based on 60 hours coverage, include hiring one full-time employee and one part-time employee, or hiring four part-time employees. She estimated the total cost (including benefits) of a \$26,000 salary to be about \$39,000.

Mayor Mann noted that while the Parking Committee would have liked to move forward with electronic kiosks, they concluded it would be best to make parking transitions (kiosks and off-street lots) over time. Moving to a handheld electronic device was discussed, which Mrs. Kelly explained would require a smart phone or tablet, Bluetooth printer, paper, and wi-fi capability. She estimated the software expense would be at least \$250 per month, plus a fee for each ticket paid.

Mr. Hegwer stated that no action is being requested by Council at this time. Parking signs will be posted soon and enforcement will be handled as it has in the past (with a police officer marking tires) until Council directs otherwise.

Old Belks Parking Lot Aesthetics

City Manager Hal Hegwer explained the Horner Square Parking lot was scheduled for repaving and striping in connection with repairing areas damaged during streetscape

construction. Since it is located on the main corridor through town, it is seen by many visitors. In connection with the repaving, there is an opportunity to make other improvements to enhance that space, such as replacing curb and gutter, replacing overgrown trees and relocating poles. Consensus was reached to request bids for basic upgrades and for higher-quality upgrades (similar to streetscape design). Council can then determine whether or how to proceed.

Closed Session

City Attorney Susan Patterson stated that a motion was needed to go into closed session in accordance with N.C.G.S.143-318.11(a)(5) to instruct the public body's staff on the position to be taken on negotiating a price or other terms of a contract for acquisition of real estate.

Council Member Taylor made the motion to go into closed session; seconded by Council Member Post, the motion carried unanimously.

Adjournment

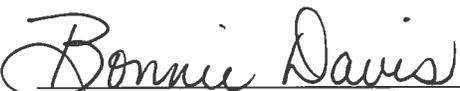
Council Member Wyhof made the motion to adjourn the meeting; seconded by Council Member Post, the motion carried unanimously.

Respectfully Submitted,



T. Chet Mann, Mayor

Attest:



Bonnie Davis, City Clerk