

**CITY COUNCIL AGENDA
SANFORD, NORTH CAROLINA
Electronic Meeting by Office Suite HD
May 5, 2020 6:00 P.M.**



1. MEETING CALLED TO ORDER

2. INVOCATION

3. PLEDGE OF ALLEGIANCE

4. PUBLIC COMMENT

5. APPROVAL OF AGENDA

6. CONSENT AGENDA

- A. Approval of City Council Work Session Minutes dated January 14, 2020 – (Pages 3-9)
- B. Approval of Minutes of Joint Meeting – Sanford Area Growth Alliance, Lee County Commissioners, Town of Broadway Commissioners, and Sanford City Council – dated January 23, 2020 – (Pages 10-12)
- C. Approval of City Council Meeting Minutes dated February 4, 2020 – (Pages 13-17)
- D. Approval of City Council Special Meeting Minutes dated February 11, 2020 – (Pages 18-19)
- E. Approval of City Council Work Session Minutes dated February 11, 2020 – (Pages 20-21)
- F. Approval of City Council Retreat Meeting Minutes dated February 20, 2020 – (Pages 22-33)
- G. Approval of City Council Retreat Meeting Minutes dated February 21, 2020 – (Pages 34-39)
- H. Approval of City Council Meeting Minutes dated March 3, 2020 – (Pages 40-42)
- I. Approval of City Council Meeting Minutes dated March 17, 2020 – (Pages 43-48)

7. SPECIAL AGENDA

8. CASES FOR PUBLIC HEARING

- Public Hearing-Municipal Service District (MSD) Expenditures
 - Consider Approval of Expenditures – (Page 49)

9. DECISIONS ON PUBLIC HEARINGS

10. REGULAR AGENDA

11. NEW BUSINESS *(Items for discussion and action will only be taken if necessary. Otherwise, these items will be placed on the next agenda for approval).*

- A. Consider Discussion Regarding DSI StreetFest Schedule for the Fall – (Page 50)
- B. Consider Discussion Regarding COVID-19 Sick Leave – (Page 51)
- C. Consider Special Assessments and Special Assessment Improvement District – Galvin’s Ridge and Laurel Oaks Developments – (Pages 52-73)
- D. Consider Appointments to the Planning Board and Opioid Commission – (Pages 74-77):
 - Alternate Position Vacancy on the Planning Board - term expires June 30, 2022;
 - Vacancy on the Opioid Commission – term expires June 30, 2021
- E. Consider Discussion Regarding Request for Occupancy Tax Modification Due to COVID-19 – (Pages 78-79)
- F. Consider Ordinance to Erect Stop Signs Within the City of Sanford - Chapter 36, Traffic Code of Ordinances – (Lord Ashley Drive and Windmill Drive) – (Pages 80-82)
- G. Consider Ordinance Establishing Speed Limit on Various Roads Within West Sanford Area in the City Limits of Sanford – (Pages 83-85)

12. OTHER BUSINESS

13. ADJOURNMENT

**SANFORD CITY COUNCIL
WORK SESSION**

Tuesday, January 14, 2020
225 East Weatherspoon Street, Sanford, NC

The City Council held a work session on Tuesday, January 14, 2020, at 6:00 p.m. in the West End Conference Room at City Hall. The following people were present:

Mayor Chet Mann	Mayor Pro Tem Byron Buckels
Council Member Sam Gaskins	Council Member Jimmy Haire
Council Member Charles Tylor	Council Member Norman Charles Post, III (in 6:10 pm)
Council Member Rebecca Wyhof Salmon	Council Member James Williams
City Manager Hal Hegwer	City Attorney Susan Patterson
Deputy City Clerk Vicki Cannady	

Absent:

City Clerk Bonnie Davis

Mayor Mann called the work session to order.

Update on Public Arts Projects (Exhibit A)

Liz Whitmore, Planner II- Historic Preservation, reviewed projects as shown on the attached Exhibit A, as follows:

- “Interactive Wings”: This three-dimensional mural will be about 14 feet tall, include a reference to Sanford and will be located near the “Before I Die” wall. The small butterflies will be on wires and move in the breeze. It has been shown to DSI, Appearance Commission and Public Arts Subcommittee and was well received: DSI provided a grant of \$2,250 for half the cost.
- Dr. Mary Margaret McLeod Mural: The Suzanne Reives Literary Club spearheaded private fund-raising for this mural that will be located on the Lee County Government Center wall facing Carthage Street. It was presented to the County Commissioners earlier this month and they requested that Dr. McLeod’s image be more pronounced (see “before” and “after” images). Ms. Whitmore has received many calls on this mural, some supporting and some opposing.
- Love Locks: Current plans call for installing this eight-foot tall, eight-foot wide structure that will also include an 18-inch tall bench (for wedding, prom, engagement photo opportunities) in Kiwanis Family Park. “Sanford” will be included in the structure and “NC” will likely be included as well. This international project dates back several years and has been very popular, so they hope it will encourage interest in interactive public arts and bring visitors to the city. Ms. Whitmore recently received drawings for the footings that will be presented to the Inspection Department for approval (since it is a substantial structure).
- All public art items will have an “Otocast” app sign to provide additional information.
- Street Pianos: The Arts Council has allowed the first street piano (which is being painted now by Reggie Card) to be placed in their office where it can be viewed during the project. The bench has been completed and the piano has been sanded down and painted.
- Otocast app: This app provides information on the public arts program, which is being incorporated into the third-grade curriculum on state and local history at Tramway Elementary School.

- On September 22, 2020, a “Roots and Branches” cultural theatrical performance will be held that will include performances by the Bullock Elementary School Choir, Tommy Edwards Bluegrass Band, Rod Brower, Together N Unity Gospel Choir, and the premier of an opera. Plans also call for a catered reception to be held at the Hawkins House. This fundraising effort is being done in collaboration with the Moore County Arts Council.
- Charlie Watson Lane: Discussion has addressed how to make this narrow alley passageway safe and let people know it serves as a pass-through between two parking lots. The photo on page 8 of Exhibit A shows the desired look, with overhead lights strung between the two sides (an estimate is being developed by Jason Howard Electrical) and an arch. Fundraising may help pay for these improvements and DSI may provide some funding.
- Ms. Whitmore reviewed potential projects that may be developed as shown on page 9.
- Train Wall: Historic buildings in Sanford and Jonesboro could be used for this project with a train about 100 feet long at an estimated cost of \$90,000 to \$100,000. The photo shown on page 11 is from Waterbury, Vermont where the train was about 60 feet long and cost was about \$55,000. That track is owned by Genesee & Wyoming, which also owns our track. Ms. Whitmore stated that she will ask if they would forego their fee if we include a plaque with their name on it
- The Stonecutter: This photo came from the book, “The History and Architecture of Lee County” by Daniel Pezoni and the name of the stonecutter was not given. An estimate of \$95,000 was received about two years ago.
- Charlie Watson: Several people have told Ms. Whitmore that this drawing by Hal Siler really epitomizes Mr. Watson. She suggested a sculpture would be a great addition to Steele Street, near Charlie Watson Lane.

Mayor Mann suggested that since the school system has incorporated public art into their curriculum, perhaps they could incorporate field trips of the mural trail. He has received lots of positive feedback and hears that more people are doing the mural trail. Ms. Whitmore informed Council that a group from the Philippines who were recently visiting friends in Cary heard about our public arts program and came to Sanford to see what we have done.

Recess

A dinner break was taken from 6:15 p.m. until 6:25, at which time the meeting was reconvened.

Airport Sewer Relocation (Exhibit B)

Van Johnson, Engineering Project Administrator, explained that the Federal Aviation Agency has stringent regulations regarding construction near airport runways and in our particular case, there can be no activity within 250 feet on either side of the center line of the runway, as shown by the dotted black lines on the attached Exhibit B. Staff worked with our consulting engineer Freese & Nichols and the only alternative to get under the runway was to bore and jack: a pit is dug (as shown by the red box on the upper left side of the dotted line), then set up a machine on a track – basically a tube with an auger inside – that augers dirt out as it advances. As each 20-foot piece is placed, another segment of casing is added. Mr. Johnson noted that original plans were to go across as shown by the green dotted line but unfortunately, the contractor got to the edge of the runway and encountered “rip rap” that is not native to the airport area and they were not sure how large the pocket was. After lengthy investigation and conversations, they concluded that it may have been brought in years ago to fill a drainage channel. As the bore approached the edge of the runway, the auger would loosen the rip rap and it would fall into the

casing. It was jamming up the auger but more importantly, it was possibly creating a void above the casing that could be catastrophic under a runway, so boring stopped again. Staff from our office and Freese and Nichols staff did extensive investigating (including talks with people from out of state) and tests were made (ground penetrating radar, an electrical resistivity survey and a multi-channel analysis of surface weight) to determine if there was more rip rap. More was found but since it was not in a defined area, they came to the conclusion that it was sporadically scattered throughout the area. Based on advice of the consulting engineer, City Engineer Paul Weeks and the contractor, a proposal was made to move the bore site 70 feet to the north, primarily for safety reasons, as shown by the purple line on the attached map and it was also agreed that the original bore should be stopped and filled with concrete.

Mr. Johnson explained that the tests were inconclusive and boring is never a guarantee. He noted that if the rip rap had been native to this area, the contractor could have made plans to address it, but given the fact that boring had gone to the edge of the runway, there was no alternative but to close it up and move elsewhere. Mr. Johnson proposed putting a new head on the machine that runs in front of the casing so everything comes through the center and there is no chance to create a void. Freese and Nichols, along with the contractor, have recommended a change order with a cost of \$285,100 to the project's original contract price of \$1.7 million. This will close the existing bore and include a new bore up to the same point as the original and from that location, the cost would revert to unit pricing. The change would also include two additional manholes and 140 feet of additional pipe. The only other option would be to micro-tunnel and that would likely cost about five times more than this recommended change order and would be a considerable operation. He also noted that this issue was first discovered around August 2 and it has taken this long to consider possible solutions; all options were exhausted to reach this point. Mr. Johnson then answered questions from the Mayor and Council members on project specifics.

Public Works Director Vic Czar explained that we are paying for the 30 foot bore because the contractor did it in good faith and could go no further through no fault of his own. The project could have been opened for bids with a guaranteed price but that is typically about five times higher and has been done only once since he has worked for the City. The project was done with the bore and jack method because typically only native materials, such as brownstone, are encountered but other materials (stumps, etc.) could have been dumped, as was the case here, so we will have to relocate the bore to an area where the contractor will not likely encounter more material.

Mr. Johnson reminded Council that he had been in the construction business for many years before coming to work for the City and never ran into a situation quite like this and understands that the City has not had this problem before; however, we simply cannot take a chance on creating a potential void under the airport runway. He explained that budgeted funds are available to cover this change order.

Underground Utility Cost for Carthage Street Improvements

City Engineer Paul Weeks explained that plans call for DOT to begin this project around 2024 and they need to know whether we want to have utilities in front of the hospital (from Wicker Street to K.M. Wicker Drive) relocated underground. DOT will typically relocate power poles and if we want to convert to underground, we would pay the cost difference. Duke has estimated the cost would be about \$2.3 million to convert to underground and this does not include engineering costs or trenching. Council Member Salmon suggested there are more high-impact projects that could be done with that much money. Council Member Buckels agreed and Mayor Mann noted there appeared to be consensus to pass on converting to underground utilities in this project area.

Underground Utility Cost for NC-42 Road Widening Project

City Engineer Paul Weeks explained that DOT has estimated that the cost to relocate power underground on Highway 42/Broadway Road for the road widening project will be about \$700 per foot or approximately \$7 million for the portion from Horner Boulevard to Cox Mill Road. He explained that the distance could be shortened and if Council is interested, we would commission a study that would take six to nine months. He reminded Council that the project is currently scheduled for 2021 and if we want to relocate the utilities, it would delay this start date. Consensus was reached that we would not pursue this option.

Olde Towne Drive/Charleston Drive Intersection (Exhibit C)

City Engineer Paul Weeks explained that a request was made to talk to DOT about ways to increase safety at the intersection where Charleston Drive turns into Olde Towne Drive, as shown on the attached Exhibit C. DOT staff researched the situation and told our staff that no changes were warranted. After additional discussion, however, they agreed to allow the City to pursue several options if we agreed to pay the costs: converting the intersection into a two-way stop with stop signs at Charleston Drive and Olde Towne Drive, installing rumble strips or extending the guard rail.

Council Member Taylor explained that drivers coming from the Food Lion Shopping Center often speed. The mailbox at the first house on Olde Town Drive has been destroyed several times, the house has been hit and a law enforcement vehicle lost a tire. If we decide to install stop signs, he recommended placing one at Acorn Drive (the side street before the road takes the hard curve and changes names) before vehicles can reach higher speeds and before they reach the curve. He also noted that none of the accidents are from inside the neighborhood but from vehicles from the shopping center.

Council Member Salmon agreed that stop signs would be the quickest and easiest alternative. Mr. Weeks stated that the initial recommendation from DOT Traffic Services was a two-way stop at Charleston and Olde Towne Drive but agreed to pass the request for a stop sign at Acorn Drive along for approval. He also noted that rumble strips would be more expensive to remove than stop signs. Mayor Mann questioned whether there was adequate time for motorists coming from the shopping center to slow down before reaching a stop sign at the curve and Mr. Weeks responded that "stop sign ahead" signs could also be placed. Mr. Taylor noted that signs are already in place to indicate there is a curve. City Manager Hal Hegwer stated that we have already changed a light pole and fixture and reminded Council that while Charleston Drive is a DOT-maintained street, Olde Town Drive is city-maintained. Council Member Salmon suggested a blinking stop sign. Mr. Weeks explained that DOT has painted the entire guard rail yellow and added arrow signs typical for sharp curves, but none of this has changed behavior consistently. Council Member Williams questioned whether the guardrail could be extended and Mr. Weeks confirmed that was an option but it would be the City's expense. Council Member Gaskins suggested the guard rail would not eliminate accidents but stop signs might.

Mayor Mann noted there was consensus to proceed with stop signs at the curve at the top of the hill and at Acorn Drive. Mr. Weeks reminded Council that he would have to ask DOT representatives if they would allow one at Acorn Drive since that was not included in the original conversation.

Engineering Agreement for Little Buffalo Sewer Rehabilitation Project (Exhibit D)

City Engineer Paul Weeks explained that staff started the engineering selection process in April for the Little Buffalo Sewer Rehabilitation project that goes from Chisholm and First Streets to Third and Alcott Streets (near the smokestack and small bridge on Chisholm Street, near the warehouses) in an attempt to help minimize the number of chronic overflows in that area. He stated that staff recommends

entering into a design contract with WithersRavenel in the amount of \$414,630. Once design work is done, we would upsize the existing 12-inch sewer line to an 18-inch line that should handle overflows better. Design work would likely be completed in December and the project would be opened for bids in January 2021. He noted there will likely be quite a bit of disruption since the work will be done on busy streets and that a portion of the new line will run parallel to Little Buffalo Creek, as shown on the lower right portion of the map (page 2 of Exhibit D). This area is outside the road right-of-way and will require some specialized work that may require some easements. He informed Council that one section of this line will apparently go underneath a commercial building and they are trying to design around it, noting that this is not the only older building in the City built over a sewer line.

Mr. Weeks explained that five engineers submitted proposals last April and two were selected, Freese and Nichols, and WithersRavenel. Both were interviewed and scores were extremely close (as shown on the attached Exhibit F scoring sheet) but staff has recommended we enter into a contract with WithersRavenel. The contract is being reviewed and will be presented to Council soon for approval. He confirmed that \$900,000 was included in the budget for this capital project design but funds for the actual construction have not been set aside yet. He estimated that the project will take about ten months and suggested that we inform the public ahead of time so they can be prepared. He also informed Council that we are looking at "SRF funding" which is typically half the prevailing market rate. The engineers will contact the Division of Water and Infrastructure to determine whether they will accept our application (with an April deadline) and discuss our chances of being funded. He also confirmed that pipes will actually be replaced and they will be using two methods. One is to dig and replace and the other is pipe bursting: a hole is dug on either side of the manhole and the 18-inch pipe is pulled through the 12-inch pipe, which is shattered. Pipe bursting is much faster and this would be the first time it has been done here.

Mr. Weeks confirmed this process will not completely solve the overflow problem but will allow us to manage more water. Our overflows tend to occur during heavy rains and there will still be rainstorms that the system cannot handle. The system would be able to manage some of those rain events but in order to do more, we would have to replace another 19,000 feet beyond the yellow line shown on the attached map and there would be another 25,000 feet to replace or upgrade going to the lift station. He noted that our engineers have recommended this as the next step. Council Member Gaskins commented that while would more than double the capacity, it still isn't a complete solution. Mr. Weeks reminded everyone that a Wastewater Master Plan was done in 2015 and we received an Asset Inventory and Assessment grant to do some flow monitoring and that modelling indicated that this project would take some flow out of the system but there will still be some rain events that cause overflows.

Mr. Weeks agreed to keep Council informed of the time frame. If the entire project can be done through pipe bursting, it may take less than ten months but if they have to dig and replace, it would take longer. They will not know until they get in the system and have the camera work done.

Project Safe Neighborhoods Agreement (Exhibit E)

City Manager Hal Hegwer reminded everyone that the City has worked with Project Safe Neighborhood ("PSN") for several years and conversations were held recently with Rob Lang, Assistant U.S. Attorney for the Middle District of North Carolina, about what we can do to incorporate a civilian to coordinate efforts with the law enforcement community and increase outreach within our community similar to that being done in other cities across the country. By working with Mr. Lang, the local District Attorney ("DA") and local law enforcement agencies, a proposal has been made to house this position through the local DA's office since the County is responsible for state agencies at the County courthouse.

Mr. Hegwer reviewed the Memorandum of Agreement prepared by the NC Administrative Office of the Courts for the part-time coordinator position. It is estimated that it will require about 20 hours per week at an estimated total cost of \$27,628, which would be split evenly between the City of Sanford and Lee County; it will not include any benefits. He noted that the agreement can be terminated by any party with a 60-day notice. The coordinator would report to and fall under supervision of the local DA but work in conjunction with Sanford and Broadway police and Lee County Sheriff's Department and would also involve travel to other PSN communities. The clear emphasis of this position, however, is to coordinate and follow the PSN agenda and carry out its mission through a very specific coordinated approach to deal with specific offenders (convicted felons at least 18-years old who have served time in prison or are on active probation, one or more arrests involving a firearm violation, no medical or physical limitations, etc.). The specific job description is being developed and should be included before the agreement is presented for Council approval. The County Commissioners will likely take action on the agreement at its meeting next week. The U.S. Attorney's office would like to schedule training for all Middle District coordinators so they would like to have the agreement in place soon.

There was discussion regarding how to ensure there is a connection to the community. Police Chief Ronnie Yarborough explained that the program was designed to be "the leading violence reduction strategy of the U.S. Department of Justice. It involves federal and local cooperation to focus on the most violent offenders and groups in our local communities" and "the PSN parties agree that the core mission of the PSN Safe Lee County strategy would be to improve the quality of life of all the citizens by reducing violent crime." The coordinator would play a part in various segments of the program and work with the committees (Advisory, Executive, etc.). Mayor Mann suggested that Council members could use this opportunity to hold community and Neighborhood Watch meetings, invite community police representatives to help identify and rid ourselves of some of the worst offenders while preventing youth from involvement with crime. Mr. Hegwer noted that programs to specifically address juvenile crime would have to be funded separately from PSN. Council Member Salmon cautioned that she wants to ensure that the public doesn't assume that PSN will solve all crime problems and that we are very clear on the program's objective. Mayor Mann suggested we ensure awareness through CCCC, the Boys and Girls Club and other advocacy groups. Chief Yarborough agreed that the program seeks to involve the citizenry by asking people to serve as members of advisory groups so they can go out and work with the communities and agreed that government and local law enforcement cannot do all these things. He stated that having a civilian coordinator to work with these different groups gives law enforcement time to concentrate on law enforcement and by talking with other coordinators, he thinks our coordinator will see how the program works in other cities and counties, which programs work best, which avenues have more reach and which would be most valuable for them and the program.

Mayor Mann reminded everyone that the current topic is the structure of this agreement and funding the coordinator position, not the resources that may come later. Mr. Hegwer agreed there may be other things that can be done for the community in the future but PSN is focused on specific issues. Chief Yarborough explained that he and the Sheriff will be involved in the hiring process but since the position will be handled through the DA's office, the DA will likely play a larger role in the selection and make the final decision. He also noted that staff from Mr. Lang's office visits every eight to twelve weeks to screen violent offense cases (particularly those with prior records and weapons charges) and decide which cases will be taken to federal court and which will remain in state court. Consensus was reached to include the agreement on Council's next meeting agenda.

Presentation of PAFR (Popular Annual Financial Report) (Exhibit F)

Financial Services Director Beth Kelly presented the current Popular Annual Financial Report and noted that this year's centerfold is the public arts mural project; next year's centerfold will be the splashpad. She reviewed the document and explained that it is included in book form as a link on the city's website. Hard copies will be placed in our lobby, SAGA offices, the Raleigh Exec Jetport and Carolina Trace rental agency. Financial information is included for the General and Utility Funds in the back of the book, along with an overview of Fund Balance and a synopsis of our budget process. Information on the governing body is included, along with information on awards staff has received for the budget. The report was also submitted to the Government Finance Officers Association for their annual award, which we have received for the past four straight years. She noted that the idea for a "popular" report came from the very first Citizens' Academy: since the Comprehensive Annual Financial Report ("CAFRA") is much more detailed and designed to meet accounting standards, the PAFR conveys information in a style geared more toward the layman. She noted that Kelly Miller, the City's Public Information Officer, did all graphic and design work for the report and it was sent out only for printing.

Pre-Retreat

City Manager Hal Hegwer suggested that reviewing pre-retreat information be delayed until Council's next workshop meeting. Mayor Mann agreed that the review should be through and not rushed.

Other Business

Council Member Haire commented on the recent rash of BB-gun window shootings that began before Christmas at the Riverbirch Shopping Center. City Manager Hegwer agreed to investigate and update Council on the investigation.

Council Member Salmon questioned when new recycling calendars would be received from Waste Industries. Public Works Manager Fedd Walker responded that staff requested the calendars about two months earlier this year than last and while they are not out yet, they are due soon.

CLOSED SESSION

Council Member Gaskins made a motion to go into closed session in accordance with N.C.S.G. 143-318.11(a)(4), to discuss matters relating to the location or expansion of industries or other businesses in the area served by the public body. The motion was seconded by Council Member Salmon and carried unanimously.

RETURN TO REGULAR SESSION AND ADJOURNMENT

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

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

T. Chet Mann, Mayor

Vicki R. Cannady, Deputy City Clerk

**MINUTES OF JOINT MEETING -
SANFORD AREA GROWTH ALLIANCE,
LEE COUNTY COMMISSIONERS, TOWN OF BROADWAY COMMISSIONERS,
and SANFORD CITY COUNCIL**

Thursday, January 23, 2020 – 6:00 P.M.
McSwain Center, Tramway Road, Sanford, NC

The Sanford City Council, Lee County Board of Commissioners, and Town of Broadway Commissioners met with members of the Sanford Area Growth Alliance (SAGA) Executive Committee and staff at the McSwain Center, located at 2420 Tramway Road, Sanford, North Carolina, on Thursday, January 23, 2020, at 6:00 p.m. The following people from the City of Sanford were present:

City:

Mayor T. Chet Mann
Council Member Byron Buckels
Council Member Jimmy Haire
Council Member James Williams
City Attorney Susan Patterson
Management Analyst Holly Marosites
Deputy City Clerk Vicki Cannady

Mayor Pro Tem Rebecca Salmon
Council Member Sam Gaskins
City Clerk Bonnie Davis
City Manager Hal Hegwer
City Finance Director Beth Kelly

Absent: Council Member Charles Taylor
Council Member Norman “Chas” Post III

SAGA Board Chair Kirk Bradley welcome everyone to the meeting. Mayor Mann called the meeting to order. Mr. Bradley stated that one of the program elements of SAGA was to have an all boards meeting annually to keep everyone abreast of what is happening in Sanford/Lee County. Six years ago, they began planning efforts to create an ecosystem that has become the envy of the state. It has taken a lot of investment and vision from the elected boards and the tax base and jobs are increasing.

TOURISM DEVELOPMENT AUTHORITY (TDA) UPDATE (Exhibit A)

Chair Kevin Brown gave an update on the progress of the TDA. He played a short video of Sanford that was compiled from stills and video gathered for the past year. It is only to show assets of the county. A marketing firm has been in Sanford this summer and will be back in the spring, and will come in for footage if we have snow. They have been a great partner in collecting footage to use for a more surgical approach campaign, creating three pillars – shopping/dining, arts/entertainment and recreation/leisure. He added that some of the footage belongs to DSI. The firm has been coming to Sanford during the four seasons to take pictures, etc. We will begin with our outdoor assets, recreation, golf, kayaking, etc. Some assets they have compiled appear on several of their platforms, website, Facebook, etc.; Facebook has had 1,200 followers. The TDA engaged in several events totalling \$41,000 in sponsorships, including Streetfest, Latino Festival, and the EDPNC conference this past October. He stated that some of our assets are some of our best kept secrets. They engaged with the Fishing University this past November and have put together a ninety-second commercial that will run in an upcoming TV series, which Mayor Mann narrated. It will start airing in March. This year, a \$20,000 project has been initiated with Our State Magazine with three issues – Spring, Summer and Fall.

AIRPORT (Exhibit B)

Executive Director Bob Heuts presented slides of the airport listing the Authority's responsibilities. He noted that they are preparing for expected growth as Raleigh is slowly moving outward to us. He noted there are limitless possibilities with air taxis, package delivery, etc. In North Carolina, we are not a commercial airport; we are general aviation. The original investment is \$14 million and to build a new airport it would cost \$100 million plus. There are 50 people working at the airport and its budget is \$2.4 million. He presented pictures of the new terminal building that was built consisting of 14,500 square feet. The City is extending public sewer to the airport, which will help with creating more jobs. Mr. Heuts displayed a layout of what the airport could look like in 2040. There are triggering events that might create taxiway expansion with the Moncure Megasite, Chatham Park, etc. A master plan has been put together and is being presented to the Lee County Board of Commissioners and the Planning Board to protect the surrounding area of the airport.

SAGA UPDATE (Exhibit C)

SAGA CEO Mike Smith updated the activities of SAGA and thanked everyone in the room because 2019 was amazing and it takes a team to accomplish what has taken place. They are adding to the website a map showing where Sanford and the airport is located in relation to the Raleigh-Durham area. He noted that our location is not only part of the Research Triangle region but also part of the North Carolina Core. SAGA has re-established connectivity with the NC Department of Commerce and the Economic Development Partnership and is marketing with the *Triangle Business Journal* and WRAL. Mr. Smith explained that the Shell building and the Central Carolina Enterprise Park has been dramatic in terms of having potential clients visiting the site. We have had two clients in that building at the same time and without incentives, Bharat Forge would not have come here, along with our workforce, and incentives from the state and community. SAGA is looking at building Shell building #2 because the first one was so successful.

TOWN OF BROADWAY

Mayor Don Andrews stated that Broadway is searching for a new town manager. They are planning a big festival and a new business is coming to Broadway.

CITY OF SANFORD

Mayor Chet Mann thanked everyone for working together to make 2019 a huge success. There were four items he set out to do as mayor and they were: the open for business agenda Council adopted; continue to support SAGA; make Sanford a Destination Sanford; quality-of-life initiatives with quality-of-place and continuing to create community pride. He displayed slides of the City of Sanford's East Sanford Initiative (Exhibit D). The City hired Development Finance Initiative (DFI) from the UNC School of Government to perform a study regarding strategies for potential redevelopment of East Sanford. The study revealed that 50 percent of properties are distressed; homes are older than others in the City and the median home value is lower (\$82,000) than others. One of the key findings is that the neighborhood population in East Sanford is growing three times the rate of the City. He explained the Affordable Housing Needs Assessment Findings and noted there is a market strain on the housing stock for low-income households. Mayor Mann added that the Temple Ball Park could be a key feature moving forward with reinvestment in East Sanford and there are several hundred kids that can walk to it. East Sanford is a target area for Urban Redevelopment Area (URA).

Mayor Mann gave an update on the North Carolina Department of Transportation Street projects (See Exhibit E) and the Homeless Initiative Project with S3 Connect.

LEE COUNTY

Lee County Chair Amy Dalrymple gave an update of County business and noted that the Census will be held this year, and a meeting will be held on February 5 at 6:30 PM at the McSwain Center on Tramway Road

ADJOURNMENT

Mayor Mann declared the meeting adjourned.

Respectfully Submitted,

T. Chet Mann, Mayor

ATTEST:

Bonnie Davis, City Clerk

**MINUTES OF MEETING OF THE
CITY COUNCIL OF THE CITY OF SANFORD
SANFORD, NORTH CAROLINA**

The City Council met at the Sanford Municipal Center, 225 E. Weatherspoon Street, on Tuesday, February 4, 2020, at 6 p.m., in Council Chambers. The following people were present:

Mayor T. Chet Mann	Mayor Pro Tem Byron Buckels
Council Member Sam Gaskins	Council Member Norman Charles Post, III
Council Member Rebecca Wyhof Salmon	Council Member Charles Taylor
Council Member James Williams	City Manager Hal Hegwer
City Attorney Susan Patterson	Deputy City Clerk Vicki Cannady

Absent:

Council Member Jimmy Haire
City Clerk Bonnie Davis

CALL TO ORDER

Mayor Mann called the meeting to order. Council Member Williams led the invocation and the Pledge of Allegiance was recited.

PUBLIC COMMENT

There were no requests for public comment.

APPROVAL OF AGENDA

Mayor Pro Tem Buckels made the motion to approve the agenda. Seconded by Council Member Salmon, the motion carried unanimously.

CONSENT AGENDA

Approval of Minutes of City Council Meeting with Citizens Academy Participants dated October 15, 2019 – (filed in Minute Book 99)

Approval of City Council Meeting Minutes dated December 17, 2019 – (filed in Minute Book 100)

Approval of City Council Meeting Minutes dated January 7, 2020 – (filed in Minute Book 100)

Approval of City Council Meeting Minutes dated January 21, 2020 – (filed in Minute Book 100)

Council Member Gaskins made a motion to approve the Consent Agenda; seconded by Mayor Pro Tem Buckels, the motion carried unanimously.

SPECIAL AGENDA

Presentation of “Sanford NC – The Black Wall Street” Website (sanfordnctheblackwallstreet.com)

Carol Deese (of 2240 Chalmers Drive, Sanford, and 10446 Council Drive, Chapel Hill) announced that she was launching a new website, sanfordnctheblackwallstreet.com, that will serve as a community connection. She reviewed information on black leaders and entrepreneurs who made significant contributions to our community and noted that new information and content would be added to the website. She encouraged people to visit the website, share information and comments, and celebrate black history not only during Black History month (February) but year-round.

CASES FOR PUBLIC HEARING

There were no cases for public hearing.

DECISIONS ON PUBLIC HEARINGS

There were no decisions on public hearings.

REGULAR AGENDA

Municipal Agreement with Betterments for Transportation Improvement Project #R3830 – Broadway Road Widening – Exhibit A

Community Development Director Marshall Downey reminded Council that staff presented information on the Broadway Road widening project in late 2019. It is an opportunity to enhance that corridor through a partnership with DOT that includes a stipulation that we must provide matching funds. The City is required to provide a 30 percent match of \$112,500 for the sidewalk portion of this project. The red line on Exhibit A indicates where sidewalk and bike lanes will be located, along the north side of Broadway Road from Horner Boulevard to Thornwood Mobile Home Park and on the south side of Broadway Road from Horner Boulevard to the Rosser Road intersection. The cost for bike lanes is \$195,716 and the City will be responsible for this entire cost. Bike lanes will be included throughout the entire project, from Horner Boulevard to the edge of the current City limits as shown on the attached map (red lines show bike lanes and sidewalk while purple lines are bike lanes only). Mr. Downey noted that these cost figures have not changed substantially since they were previously presented to Council and consensus was reached to move forward. He explained that signing this agreement will finalize the DOT agreement for the project, which is planned for 2023-2024, at which time the funds will be due.

Council Member Gaskins made a motion to approve the Municipal Agreement with Betterments for Transportation Improvement Project #R3830 – Broadway Road Widening. Seconded by Council Member Salmon, the motion carried unanimously.

NEW BUSINESS

Westfall Subdivision (now called “Autumnwood”) Preliminary Plat Renewal – Exhibit B

Zoning Administrator Amy McNeill explained that Albert Adcock has requested renewal of the Westfall Subdivision preliminary plat, noting that the subdivision has been renamed as “Autumnwood” since the original approval for marketing purposes. The plat was originally approved in 2006 with a two-year extension granted in 2009. The map for Phase I was recorded in 2010 and several lots have been sold and houses built since that time. The property owner would now like to move forward with the remaining phases of the subdivision and is therefore asking to renew the preliminary plat. If approved, it would be valid for two years (the maximum allowed by the Uniform Development Ordinance), with two years allowed between the recordation date of each phase. Ms. McNeill confirmed that the design has not changed and the Technical Review Committee (“TRC”) was amenable to this request.

Ms. McNeill stated that the Planning Board considered this item at its January 21 meeting and recommended by unanimous vote that Council approve the request to renew the preliminary plat with the design as originally approved in 2006; however, they included a condition that the second entrance/exit connecting to Valley Road (for fire and emergency services) be maintained per codes and policies of the Sanford Fire Department prior to recording the final plat for the next phase. This condition was made due to concerns expressed during the TRC review by the Fire Department that the existing emergency services access was not being properly maintained. This recommendation also includes general language from the staff report which states that all outstanding TRC comments be addressed prior to the final plat being recorded. There was also discussion regarding the staff recommendation that

Redwood Drive be extended to the westernmost perimeter of the property line as a stub street for potential future development on the adjoining tract. After considering the existing development, the adjoining tract of land and growth in the area, the Planning Board concluded that having the Autumnwood subdivision remain separate and buffered from adjoining residences by vegetation typically found in a residential back yard was more amenable than having a stub street to the adjoining property. There was also consensus that the plat was originally approved in 2006 without this stub street and should remain as-is. Ms. McNeill also noted that a public hearing was not required to renew this preliminary plat.

Mayor Pro Tem Member Buckels requested that he be recused from this vote since he is employed by Adcock & Associates Real Estate, a company formerly owned by the property owner, Albert Adcock. Council Member Taylor made a motion to recuse Mayor Pro Tem Buckels from the vote on renewing the preliminary plat for the Westfall Subdivision (now called "Autumnwood"). Council Member Gaskins seconded the motion, which carried unanimously.

Council Member Taylor made a motion to renew the preliminary plat for Westfall Subdivision (now called "Autumnwood"), subject to the conditions included on the Planning Board Recommendation (attached as Exhibit B). Seconded by Council Member Post, the motion carried unanimously.

Award of Design-Build Contract for Project Forge Water Line Extension and Access Road – Designer's Fee– Exhibit C

City Engineer Paul Weeks explained that staff advertised the City's Request for Proposals on December 22, 2019, for the Project Forge design-build project and sent information to two firms they knew participated in design-build projects. He reminded Council that this process is different than the typical construction process where the apparent low bidder is selected from all bids submitted. Only one response was received, so staff re-advertised and bids were opened on January 12, 2020, when, once again, only one response was received, from the Sanford Contractors/WithersRavenel team. They are currently working with staff on another design-build project and our staff has worked with both companies in the past and found they both do excellent work; staff is quite comfortable with them. For this particular design-build contract, Mr. Weeks explained that the first portion is the designer's fee to design the access road and waterline. The team would present a guaranteed maximum price; staff would then negotiate and present that information to Council for award. He announced that staff recommends awarding the designer fee portion of the design-build contract to the Sanford Contractors/WithersRavenel team and noted that funds have been budgeted and are available (a total of approximately \$1.2 million was budgeted per the engineer's estimate for the roadway and waterline portion of this project).

Council Member Gaskins made a motion to award the Design-Build Contract for Project Forge Water Line Extension and Access Road – Designer's Fee to the Sanford Contractors/WithersRavenel team for \$45,000. Seconded by Council Member Williams, the motion carried unanimously.

Offer from Calin Davidson to Purchase Vacant Lot at 1405 Boykin Avenue – Exhibit D

City Attorney Susan Patterson explained that an offer has been received from Calin Davidson to purchase a vacant lot at 1405 Boykin Avenue for \$1,000 and that Ms. Davidson owns the adjoining property. If Council accepts this offer, a resolution would be needed to authorize advertising the offer under the offer/advertisement/upset bid process. The resolution would declare the property as surplus, state that an offer has been received, and describe the time period in which the bid could be upset. When the bid period is closed, Council could reject or accept any and all offers.

- Resolution Authorizing the Advertisement of an Offer to Purchase 1405 Boykin Avenue, PIN 9642-64-6268, Sanford, North Carolina – Exhibit E
Council Member Gaskins made a motion to approve the Resolution Authorizing the Advertisement of an Offer to Purchase 1405 Boykin Avenue, PIN 9642-64-6268, Sanford, North Carolina. The motion was seconded by Council Member Buckels.

Attorney Patterson could not confirm whether the lot was buildable but noted that a creek runs through a low area near the tree line shown on the map (attached as Exhibit C) and confirmed that the City has owned the property for quite some time.

Mayor Mann called for a vote on the motion, which carried unanimously.

Second Addendum to Commercial Lease Agreement with Progressive Development Company, LLC, County of Lee, and City of Sanford for Storage Rooms – Exhibit F

Holly Marosites, Management Analyst, explained that this Addendum to the Commercial Lease Agreement with Progressive Development Company would add 342 square feet of storage space for departments located at the Buggy Building at a total cost of \$325 per month and this cost would be split between the City and County.

Council Member Salmon made a motion to approve the Second Addendum to Commercial Lease Agreement with Progressive Development Company, LLC, County of Lee, and City of Sanford, for Storage Rooms. Seconded by Council Member Post, the motion carried unanimously.

Quarterly Budget Report – Exhibit G

Financial Services Director Beth Kelly reviewed the attached quarterly Budget Report, noting highlights, revenues and expenditures for the following funds: General Fund, Utility Fund, Municipal Service District Fund, Capital Funds, Golf Department, Sanford Cares, and Sanford Tourism Development Authority. She also reviewed Occupancy Tax revenue. She confirmed that the City is treating less leachate than in previous years and received about \$300,000 less revenue than the previous year. We received about \$3.6 million through December 31, 2019, compared to \$3.968 million through the same period in 2018. She noted, however, that while this isn't all related to leachate treatment, the majority of it is and City Manager Hal Hegwer noted that this treatment could continue for many years. Regarding the TDA budget, Mrs. Kelly explained that since they did not know when a director would be hired nor the salary, they budgeted the entire \$230,000 they planned to receive and did not submit a detailed budget for this year, but their staff is currently working on a detailed budget for next year.

Regarding occupancy tax revenues from hotels that may be locating to Sanford, Community Director Marshall Downey advised Council that no formal plans have been submitted; however, the Fairfield Inn project has been initiated and the building is under construction. Mayor Mann noted that if the County's sports park referendum is approved, it will include a development area for a hotel. Mr. Downey also commented that with the Buggy Company Building being a "one-stop shop" housing the TDA, DSI and Community Development, staff was able to provide connections between hotel representatives and the TDA to help answer some questions. Mrs. Kelly confirmed that based on discussions she has had with hoteliers, events that are not necessarily funded through the TDA are already scheduled and some events are seasonal. She also noted that one of the TDA's goals is for their new Executive Director to recruit a wider variety of events and larger events and this will help increase occupancy tax revenue from hotels.

OTHER BUSINESS

Council Member Taylor extended condolences to the family of Richard Hayes, who was a public servant and former Lee County Commissioner.

Mayor Mann thanked Council and staff for the kindness shown during the recent death of his grandmother, Sarah Mann. He stated that Sanford will be 150 years old in 2024 (the same year that the U.S. Golf Open will be held in Pinehurst) and suggested we bring the TDA, DSI and other community entities together to help plan for this event. He also noted that this year's Council retreat will be held later in the month and a pre-retreat meeting will be held soon.

Closed Session

Council Member Salmon made a motion to go into closed session in accordance with N.C.G.S. 143-318.11(a)(1), to prevent the disclosure of information this is privileged or confidential or is not considered a public record; (4) to discuss matters relating to the location or expansion of industries or other businesses in the area served by the public body; and (5) to instruct the public body's staff or negotiating agents concerning the position to be taken on behalf of the public body in negotiating the price or other material terms of a contract for the acquisition of real property. Seconded by Council Member Williams, the motion carried unanimously.

RETURN TO REGULAR SESSION AND ADJOURNMENT

Council Member Taylor made the motion to adjourn the meeting; seconded by Council Member Salmon, the motion carried unanimously.

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

Respectfully Submitted,

T. CHET MANN, MAYOR

ATTEST:

BONNIE DAVIS, CITY CLERK

**MINUTES OF SPECIAL MEETING OF THE
CITY COUNCIL OF THE CITY OF SANFORD
SANFORD, NORTH CAROLINA**

The City Council met at the Sanford Municipal Center, 225 E. Weatherspoon Street, on Tuesday, February 11, 2020, at 6:00 p.m., in Council Chambers. The following people were present:

Mayor T. Chet Mann
Council Member Sam Gaskins
Council Member Charles Taylor
Council Member James Williams
City Attorney Susan Patterson
Deputy City Clerk Vicki Cannady

Mayor Pro Tem Byron Buckels
Council Member Rebecca Wyhof Salmon
City Clerk Bonnie Davis
City Manager Hal Hegwer

Absent:

Council Member Norman Charles Post, III
Council Member Jimmy Haire

CALL TO ORDER

Mayor Mann called the meeting to order.

CASES FOR PUBLIC HEARING

Public Hearing on Project Jupiter

Mayor Mann stated that this public hearing is being held because there are some edits to the original Project Jupiter incentives.

SAGA Economic Development Director Bob Joyce explained that SAGA is recommending an amendment to the incentive Council previously approved for Project Jupiter because of a change to the company's investment and job numbers. City Attorney Susan Patterson recommended a public hearing on the revised numbers. He stated Project Jupiter is a Life Science company that will purchase and up-fit the Shell Building at the Central Carolina Enterprise Park for the manufacturer of a drug therapy product. SAGA reviewed this project with Council in closed session in June 2019 and made an initial offer to the company. Sanford was named one of the final sites in July. SAGA reviewed this project again with Council in closed session in late July; revised our incentive offer; it was still a very competitive project at that point. SAGA came back before Council formally for a public hearing in mid-December because the company had narrowed the search further but they had not yet submitted their JDIG application. In the meantime, the SAGA Executive Committee recommended this project and the local incentive investment. SAGA believes the incentive we offered was a competitive offer and also protects the taxpayer's investment with the appropriate performance measures and clawbacks. Council approved the local incentive on January 7, 2020. The company then submitted a revised investment to the State and it was approved by the Commerce Department the third week in January 2020.

The changes were in the investment and job numbers; the investment was originally \$126 million and would be reduced to \$109.4 million. The job creation goes up from 196 to 210 jobs

and the average wage drops slightly from \$88.900 to \$83.900. The total annual payroll, because of the increase in jobs, actually goes up. The average annual wage is a bit more than double our Lee County average wage of \$41,784. SAGA is seeking approval of the amendment incentive agreement. Our goal tonight is to seek your approval of the amended incentive investment and the agreement.

Mayor Mann opened the public hearing. No one spoke in favor or in opposition. The public hearing was closed.

The company expects to make a decision this month.

- Consider Approval of Incentive Agreement for Project Jupiter – (Exhibit A)
Council Member Gaskins made the motion to approve the incentive agreement for Project Jupiter. Council Member Salmon seconded the motion.

City Attorney Patterson clarified that the proposal is to share up to \$2.116,809 in incentive funds from the General Fund. The vote passed in favor of the agreement with a vote of four to one with Council Member Taylor casting the dissenting vote.

ADJOURNMENT

Council Member Gaskins made the motion to adjourn the meeting; seconded by Council Member Gaskins the motion carried unanimously.

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

Respectfully Submitted,

T. CHET MANN, MAYOR

ATTEST:

BONNIE DAVIS, CITY CLERK

**SANFORD CITY COUNCIL
WORK SESSION**

Tuesday, February 11, 2020
225 East Weatherspoon Street, Sanford, NC

The City Council held a work session on Tuesday, February 11, 2020, at 6:00 p.m. in the West End Conference Room at City Hall. The following people were present:

Mayor Chet Mann	Mayor Pro Tem Byron Buckels
Council Member Sam Gaskins	Council Member James Williams
Council Member Rebecca Wyhof Salmon	City Attorney Susan Patterson
Council Member Charles Taylor	City Clerk Bonnie Davis
City Manager Hal Hegwer	
Deputy City Clerk Vicki Cannady	

Absent:

Council Member Norman Charles Post, III
Council Member Jimmy Haire

Mayor Mann called the work session to order.

Consider Overview of Wellness Incentive Programs (Bio-Metric Screening and HealthMap Rx) – (Exhibit A, Exhibit B, Exhibit C)

Human Resources Director Christy Pickens provided an update on the various wellness initiative programs. In 2017-2018, we started introducing wellness initiatives and the first initiative was the Diabetes program. Hard data was provided by Blue Cross Blue Cross Per Member Per Year and this information was passed to Zakipoint. Zakipoint analyzed the data and provided insight to our cost and health care trends. She gave the stats on participants in the past years and we have 27 new participants for 2019-2020 (See Exhibit A). During the first year of implementation the City saved \$51,948. The City of Sanford employees are outpacing Piedmont Pharmaceutical Care Network (PPCN) customers and industry goals. The program is having a positive impact on claims but more importantly on the health of our employees.

In January 2020, PPCN conducted a participant survey (See Exhibit B). Surveys were sent via email to active program participants for which an e-mail address had been provided.

Mrs. Pickens explained the Biometric Screening Incentive (Exhibit C). Employees she has spoken with were extremely excited and pleased with the results. This program was introduced in 2019 with the initial screening. Waist circumference is one way to measure our potential disease risk for obesity related conditions such as Type II Diabetes, high blood pressure, and coronary artery disease. Out of 186 participants, 166 returned for participation in 2020; 139 achieved the incentive resulting in an 84 percent achievement rate. For 2020, 42 new employees joined the program. Mr. Taylor suggested having a mid-point check to give employees soft numbers to see how they are doing.

Zakipoint works with BCBC and Mark III Employee Benefits and PPCN to collect and analyze the data. We will receive the claims data from the employees in the program to begin to see the cost savings.

The City paid approximately \$5,000 for PPCN to come in and conduct the screening. Mr. Taylor suggested having PPCN come in at midpoint of the year to conduct an informal follow-up screening.

Consider Citizen Engagement Activities – (Exhibit D)

Management Analyst Holly Marosites provided a quick update on a project staff has been working on. Through our participation with Triangle J Council of Governments, we have the opportunity to participate in a pilot program that staff hopes will increase citizen engagement; it is called Polco. Polco is an online community engagement platform that will enable us to post surveys and question sets for community input. It is an easy-to-use, full service civic engagement platform designed to encourage communication and is similar to social media feed - posts, shares, etc. Respondents are verified using public records to increase the reliability of the input and provide demographics including location, age, gender and more.

Ms. Marosites stated that she anticipates the program will begin this month for the first poll. The first topic will likely be parks and greenways, or public art. She asked Council to look over the handout and if they have any questions, please contact her.

Recess

A recess was taken at 7 P.M. for dinner and the meeting was reconvened at 7:12 P.M.

Consider Pre-Retreat Presentation and Discussion – (Exhibit E)

City Manager Hal Hegwer presented Council with slides of Pre-Retreat topics for potential discussion at the upcoming retreat (See Exhibit E).

Other Business

Council Member Salmon expressed concern over the Census count this year and encouraged everyone to participate. The official date of the Census is April 1, 2020 and people should respond with how many persons live in the household on April 1. Over \$1,800 per person comes into our community to support the people who live here. It is important to push that people have to fill in their card when it comes. We missed out on one congressional seat and it impacts our voice, vote and how we plan for our future growth; it matters for the next ten years. This information is completely confidential.

Mayor Mann announced that a major job announcement will be made at the Spec building next Thursday at Central Carolina Enterprise Park. The Outreach Mission will be hosting a fund-raising event on March 31. He will host a table for eight and will be the speaker for the event.

ADJOURNMENT

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

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

T. Chet Mann, Mayor

Bonnie Davis, City Clerk

**MINUTES OF RETREAT OF THE
CITY COUNCIL OF THE CITY OF SANFORD
SANFORD, NORTH CAROLINA**

The City Council met at the Little River Golf and Resort, located in Carthage, North Carolina, to hold its annual retreat on Thursday, February 20, 2020, at 9 A.M. The following people were present:

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

Financial Services Director Beth Kelly	Fire Chief Wayne Barber
Public Works Director Vic Czar	Deputy Fire Chief Ken Cotten
Community Development Director Marshall Downey	
Management Analyst Holly Marosites	

Absent:
Council Member Charles Taylor

CALL TO ORDER

Mayor Mann called the meeting to order and welcomed everyone to the retreat. He noted that there is more momentum going on in Sanford than ever. Mayor Mann asked Council to write down any questions they may have for later discussion.

Financial Overview- (Exhibit A)

Financial Services Director Beth Kelly presented a financial overview (Exhibit A) of the City's finances. She presented a powerpoint on the history of the tax rates since Fiscal Year 1994-95. She noted that 50 percent of the General Fund revenues are from the ad valorem taxes. In 2019, we had \$16,253,181 in ad valorem taxes. We have not received the vehicle tax from the County yet for this year. She added about \$500,000 to our revenue, over budgeted numbers ending June 30, 2020, as the growth in revenue is from re-vals. Regarding Sales Tax Revenue, she budgeted to pick up \$180,000 plus from 2019-20 and we have picked up \$100,000 plus. We lost in the current year due to the electric franchise utility tax; this is weather-related due to it not being cold. The County collected five Articles (taxes) and the City collects four articles; the state receives the funds and distributes the funds based on the ad valorem method. Mr. Hegwer stated that before the announcement of Pfizer's expansion, we estimated an increase of approximately \$300,000. It is important that a development in the future needs to be in the City limits. Mrs. Kelly is projecting 9 percent increase in sales tax revenue and she budgeted 5 percent.

Mayor Mann stated that he is meeting two developers next week and they are asking what can they bring in. Mr. Gaskins added there is discussion about changing the revenue distribution to all per capita. Mayor Mann noted that this is a good item of discussion tonight with our delegates. Mrs. Kelly said sales tax is based on where items are delivered. The majority of sales tax is being generated and collected within the City. Mr. Hegwer stated it is 80 percent versus 20 percent in the County. An auditor came in last year and checked some of their payables trying to see if the vendors are paying in sales tax

and that is the first time in fifteen years this has occurred. We had some increase in State Shared Revenue and some in Powell Bill Fund based on mileage.

Mrs. Kelly reviewed the details of the Fund Balance. Starting on June 30, 2019 we had a fund balance of \$13,607,884 and the adjusted Fund Balance after commitments and expenditures is \$9,630,225. Our target is 30 percent.

Regarding General Fund expenditures, about 50 percent is Public Safety. Of public safety, 80 percent is for personnel. The annual debt service is based on the bonds issued now; it does not include the greenway bonds.

Mrs. Kelly went over the financial challenges. Auditors compare prior year actual versus current year actuals. Fiscal Year 20-21 snapshot, at this point is the Revenues based on the FY 19-20 budget minus expenditures will result in a \$524,237 shortage. She added \$500,000 to the property tax in the revenues resulting in estimated revenues of \$32,736,498, minus 2 percent cost-of-living, capital needs, and health insurance estimate of an 8 percent increase which results in a shortage of \$524,237. This is early in the year and this is what she sees for FY 20-21. Other issues could arise between now and the budget. The vehicle tax fee is included in the total revenues. Mr. Hegwer stated that the shortfall would have to come from the Fund Balance. Mr. Hegwer added that the only way to correct the shortage is through property taxes. Mrs. Kelly is concerned about the sales tax and she budgeted very conservatively. Based on our policy, the Fund balance is 30 percent and the minimum is 25 percent. We do not want the Fund Balance to fall low.

Mrs. Kelly stated that we paid cash for the fire pumper which saved us about \$180,000. We cannot pay cash for the ladder truck.

She displayed the capital improvements schedule, which is what the department heads submitted to her and what staff recommends based on needs. The small operating items will be paid from cash; however, the big ticketed items are not. The sidepath can be removed. Mayor Mann added that this is a planning budget and will help Council to see our needs. Mrs. Kelly noted that the needs are based on estimates. The Fire Department needs does not include trucks. Mr. Czar added that parks have not been addressed in the Capital Improvements Projects.

Mr. Post asked if we are that bad in the Fire Department. Chief Barber replied yes.

Mrs. Kelly stated that she added some growth in the property tax for the forecast of June 30, 2021, in the General Fund Forecast, which is estimated to result in \$222,273. She is going to have to issue debt in FY 20-21.

We have to asked for a three-year extension on the greenway bonds in the amount of \$4 million. Our bond attorney firm, Parker Poe, is getting the information together and we have to hold a public hearing on the extension, which may be held in April. This would give us time to submit it to the Local Government Commission by December 2020. You have three years to have the project complete in three years. She estimates \$400,000 each year for the greenway bonds depending on the rate issued. You have until December 2023. Debt issuance on parks is \$200,000 each year. Mayor Mann stated that we need to make a decision on the greenway bonds this week. Mr. Hegwer noted we need to know when we will do the greenways. It would take another year before we can do the greenway project.

Mr. Hegwer stated that we need to make sure any business coming to town that requests sewer, we need to annex them.

Fire Protection – (Exhibit B)

City Manager Hegwer pointed on the map where the City's fire stations are located. He displayed the locations of where Deep River Forest, Galvin's Ridge Subdivision and Bharat Forge are located. The red lines show where the five-mile limit is from each fire station. The annexed areas are five-miles beyond our limits. We have legislative authority to annex outside three miles. As the area grows, we need to consider our future. Northview Fire Station does not have the personnel to provide fire protection to those outside areas and the area is going to grow. There is a lot of expense in building and manning a new fire station. We have a plan to provide coverage to the areas.

Fire Chief Wayne Barber added that when you start putting in roads, it will change. Currently, we have a contract to send a truck and part-time paid people Monday through Friday; other times are volunteer. To keep our class three rating, we need to have coverage equal in the annexed areas. As long as the property is vacant, there is no problem, but when we put people and structures in it, we have a problem. To address this issue, staff would like to apply for a Safer Grant, which is staffing for adequate fire and emergency response. The Safer Grant is not open yet; however, it will be available around mid-March or April. Awards will come in November or December. Staff has contacted a grant writer who has been successful in North Carolina, which is Vickers Consulting Services, Inc. He just wrote a grant for Spring Lake Fire Department, which received a staff of fifteen. Safer Grant pays 75 percent of entry level salaries and benefits for the first two years and 35 percent for the third year. We would like to apply for nine people, three on engine for three shifts.

Chief Barber stated that we are in negotiations with Northview Fire Department to do this as opposed to the existing agreement. This would allow them to answer calls within their district also. With the grant, the first year would cost \$361,378. The cost for Year 2 would be \$276,994 and equipment cost is reduced; without the grant, it would cost \$658,437. For Year 3, it drops back to 35 percent and the nine people had a five percent pay increase, provided they pass the testing. Equipment would be uniforms, etc. It takes two turnout gear sets. We have a five-year replacement with turn out gear even though it is a ten-year replacement. The five-year replacement keeps us up on cycle to be consistent with everyone. The total cost of three-year package is \$2,080,629. With the grant, it is \$1,139,736. Deputy Chief Cotten Ken Cotten said it will buy us time and opportunity to provide the same level of protection and time to protect the property in the five-mile district. It gives us time to allow Colon Road, Central Carolina Enterprise Park, and others to develop.

Mr. Hegwer added that the Northview District would remain the same as it is now for a year and they could get a lower ISO rating. Our call volume is gradually increasing with more homes, wrecks, structure fires, etc. Structure fires is one of the lesser calls but you always need to be ready for structure fires. Mr. Hegwer stated that we are able to operate and work with some of the rural fire departments and provide the coverage to the areas that grow. This would be a less expensive way without station cost. If we get a grant, we will not hire anyone until next year or a year after. Council Member Post asked if the equipment is up to par. Barber we will use one of our trucks and one of our people. Our air packs and masks are all the same. Chief Barber spoke with the man from OSFM, who does the rating, and he said it would be an excellent way to handle the problem and it would benefit the City and Rural Departments because everything is in place. There are some legal issues but they are willing to work with us. They basically would be housing an engine company for the City. Safer Grant is federal funding. Mr. Hegwer added that it is changing the dynamics in the way we grow.

Deputy Cotten met with the Deep River Fire Department and told him they would eventually be a part of the equation as the City grows. Right now, we need the Northview Fire Department and eventually will need the Deep River Fire Department as the City grows in that area. The City of Sanford will have to do something to provide protection and we have time until the build out is complete. When Galvin's Ridge is two-thirds built out, the City will have to do something. Mr. Cotten is in conversations with the Galvin's Ridge developer to see if they will donate land to build a fire station; this would cover the Deep River area also. Mr. Hegwer said the developer has identified a site and there is fifteen acres; it will only take four acres to build the station. The developer has basically agreed to providing a site. Mr. Cotten noted that we will have an overlap of fire departments for coverage of all the City. We are paying Northview money to cover their district and the annexed areas. Mrs. Kelly stated that we are paying Northview about \$19,000 annually. Mr. Cotten noted that we will not be pulling all three engines to a call unless it is a catastrophic event. It builds redundancy which we do not have. This will provide coverage for all the City. Mr. Downey added that by doing this, it helps to be consistent in our message that we are going to direct you in these areas with our developers. Mr. Cotten displayed a presentation on the cost of a new station. Mr. Hegwer stated that we would have a defrayed cost of about \$4 million. The people who live in this district will benefit with a lower ISO rating on their insurance. We are growing in areas outside the existing City limits. As we time this, the faster the area grows, the growth will help us pay for the services. As the area grows, we still need to maintain the relationship with Northview Fire Department. Mr. Barber added that the Safer Grant is not guaranteed. As Colon Road and the Cumnock area grows, we need the Northview Fire Station to cover the area. When industry comes in, they look for the fire and police protection. Northview cannot cover the last build out of Galvin's Ridge project, which will be outside the five-mile coverage. Mr. Cotten added that they have run 130 calls for wrecks and three structure fires this year so far.

Water Treatment Plant – (Exhibit C)

Public Works Director Vic Czar presented an update on the capital infrastructure and impacts on revenues. He said water capital improvements are something you need to do all the time. All our projections for the water treatment plant need to be on plan by 2025. We currently have a 12 MGD plant and with all the anticipated industries and growth in the City, we need to expand the plant. We have some significant sewer projects such as replacement of several lift stations which will cost over the next five years for these capital improvements.

Mr. Czar explained that we have several municipalities that want to partner with the City for water such as Fuquay Varina. The long term for Fuquay is a water plant and the best place for it to be is across from us. The ultraviolet disinfectant (UV) and oxidation removal were geared more toward dioxane removal; it is not very efficient and would not recommend doing it with this plant. Phase I with Granular Activated Carbon (GAC) is what we need to do. Fuquay is requesting 6.5 MPD. We need 6 MPD. We have a 12 MGD and add 6 to it, would be 18 MGD and it would work. If we build it ourselves, it would cost \$115,763,800; with Fuquay partnering it would cost us approximately \$63,881,800. Staff is checking to see if Pittsboro and Chatham County would be interested in partnering also. Chatham County can only deliver \$1 MGD to Moncure Megasite and staff is in conversation with Moncure. Fuquay has said they are with us because they have a problem.

Mrs. Kelly reviewed a financial plan to pay for the expansion with a partner and without a partner (see Exhibit C). Phase I, with expansion of 6 MGD without a partner, the utility rate increase will be 15 percent and 5 percent for water. The cost for construction is high compared to years ago. The capital cost includes everything on the five-year capital improvements. The rate increases are not

absolute; it could vary. There is a little bit of growth in water consumption built into the model; maybe 1 percent and this is fairly low. The more we sell, the more revenue comes in. You can distribute the rate increases on operating, capital, and water treatment plant. Council Member Salmon commented there is only a \$3 increase per City residential customer with just the City incurring the cost. Mr. Czar added that with a business/company, it will increase.

Mrs. Kelly explained the monthly water/sewer bill comparison with other cities for 5,000 gallons and the City's is on the lower end in comparison. Mr. Czar stated that staff will be asking for \$6 million for the design of the water treatment plant in next year's budget. Mr. Czar said the interest rate is conservative and we are looking at other methods of funding.

Mr. Czar stated that there is a 7Q10; it is the lowest flow for seven consecutive days. There have been some moves to get away from that standard to a modeling standard to ensure all wildlife rules are met. Mayor Mann said that water is the new goal; we do not need to backup. He said that the Department of Transportation has said that 50 percent of the growth in the next few years will occur in Georgia, Texas and North Carolina and water will be scarce. We need to be prepared and you will grow with water and sewer. Chatham Park came and spoke with Council and if you look at the map Sanford, south of Sanford, Pittsboro, and Raleigh they are coming. If you don't do something to be a part of it, you will be run over. Mr. Czar said you do not need any more WTP operators for 1,000 gallons more; however, you will pay for chemicals, electricity and getting rid of sludge. We need to work on an interlocal agreement with Fuquay because 2025 will be here soon. The best-case scenario is if we had money budgeted July 1, 2020, it would be January 2021 to select an engineer; 6 months to bid it and go through the process and take 24 to 36 months to build it; it will take four to five years to expand the plant. Mrs. Kelly noted that we cannot talk about issuing debt without bids. Mayor Mann confirmed that we need to increase rates now to help cover the debt. Mr. Hegwer added that an increase will be in next year's budget. The comparison chart does not show the potential increase. Mrs. Kelly stated that in a meeting with other municipalities, they were shocked when she said we had a 3 percent increase when their rate increased by 9 percent. People do not pay the real cost of water. It used to be that your top ten users would use 25 to 30 percent of the water and sewer and when a plant left, it changed majorly. But if you have a wholesale user, that is important. Mrs. Kelly is trying to find other ways to fund revenues; we get charged a fee for credit card payments, etc., and we can pass this on to the customer

Mr. Czar explained the objective of system development fees and that there are different methods to come up with what the fees can be. There are different ways to calculate the fees and the reality is, if it is something you are willing to consider, then how much do you want the fee to be, particularly after the expansion. If you buy a house, the regular connection fee would be \$1,069 and wastewater fee of \$1,785. These fees exist in a lot of places; the School of Government says 80 percent participate in that. If you had an alternate funding source to put towards the capital improvement fund, you would not have to go up on the rates as much in the future. Mr. Gaskins noted that with 1,000 homes in Galvin's Ridge at \$3,000 (impact fee) per home, that would be \$3 million increase to go toward capital improvements. Mr. Czar stated that every day we wait, you are not collecting money. Mr. Hegwer said with new development, developers are shocked that we do not charge the impact fee. It makes sense to charge the developers the impact fee on the homes in lieu of passing the burden on to us. Mr. Czar showed a list of regional utility comparison for impact fees. There was a time when this would have impacted some local developers; however, with major developers, they expect this cost. If Council decides to use the impact fee in July, we could implement it in six months, etc. They pay it when they put the water meter in. Mrs. Kelly said we would have to have a public hearing before this is implemented and other steps that are required to be taken to initiate this plan. Sanford's fee is calculated on meter size.

Mr. Czar added that the problem is when an individual wants to build a home on a lot they own, they will not understand. Mr. Czar said he hears that Council is good with taking regulatory steps to initiate the impact/capacity fees. Mayor Mann replied to put this in the budget. The impact fee would apply to everyone.

Council recessed for lunch from 12:45 P.M. to 1:30 P.M.

East Sanford – (Exhibit D)

Community Development Director Marshall Downey gave an update on the strategies for East Sanford with Downtown Streetscape and with all the jobs coming to Sanford. Development Finance Initiative (DFI), of the UNC School of Government, did an analysis of East Sanford a couple of years ago. One of the key findings was there is a demand of people who want to live in East Sanford and the population is growing three times the rate of the City. DFI presented two strategies for East Sanford and the first one was a feasibility analysis. The goal is to get a private developer to turn these properties around. The City owns properties along First Street and staff is talking with them now. We have an environmental consultant working in the area to advise of the potential environmental challenges; examining topography, etc. The next step is that Phase I will be complete this summer and once results are evaluated and are favorable, DFI will assist the City with a specific redevelopment plan and with development solicitations. DFI has a 90 percent success rate with solicitations for example Kannapolis, North Carolina. The challenge is attracting a private developer and if there are any environmental problems. Mayor Mann noted that this is what was done for the Kendale Shopping Center area; a feasibility study was performed for Kendale with Brownsfield money.

Strategy 2 is the Urban Redevelopment Area (URA) and we have not started this phase yet. DFI thought it was a good tool. It is a process which allows the City to use some unique tools. He said this is more complex; we are looking at multiple property owners and parcels. The City can acquire properties through this power and allow the Redevelopment Commission to clear areas by demolition or building removal – remove blight parcels. We are looking at the Charlotte Avenue corridor. DFI says you need to acquire 20 percent of the most distressed properties and put restrictive covenants on them. There are approximately 80 parcels in that targeted area. This would be the catalyst to get a private developer to participate. We are working with the DOT on the Charlotte Avenue “Road Diet.” The County is in the process of working on renovating the Temple Ball Field to make it a passive park for now. Mayor Mann has seen a potential layout of the park with basketball goals, etc.

Mr. Downey received a proposal from DFI yesterday and would have two phases as listed in the Exhibit D. Phase II would create the plan where Council would purchase 20 percent of the most distressed properties. Phase I is roughly \$22,000 and Phase II will cost approximately \$48,000. It does not include upfitting the homes or demolition. You may not want to do 20 percent; you could choose what you would like to do. Mr. Hegwer noted, going into budget, we would pursue Phase I and keep moving forward. If the County moves forward with the park, any improvements would help. Mayor Mann said that if the City owns any properties in the URA area, then maybe it would be better to purchase properties next to them. It was the consensus of Council to move forward with Phase I in the budget. Attorney Patterson advised that the infrastructure will be less since there is water and sewer and sidewalk there already. Years ago, the City Council was the Redevelopment Commission; however, you can form a commission from citizens. She thought Robert Gilleland was a part of the previous commission.

Mr. Downey updated Council that the vision with Downtown and strategies with East Sanford are positioning us for the S-Line Rail project. We have a past history of rail passenger service as well as, a vision to create new rail access. Sanford is positioned well to partner with NCDOT on the S-Line rail opportunity.

NCDOT Presentation – (Exhibit E & F)

Lisa Mathis, the first North Carolina Department of Transportation (DOT) appointee from Lee County in 50 years, and Brandon Jones, with NCDOT, presented a presentation where the S-Line Rail will run. Sanford is the largest city in their division. She stated that the Transportation Summit had leaders from around the world and how we need to get in front of disruptive technology; it is how quickly things change such as automation when we have driverless cars. They estimate it would save 100,000 lives, fuel, etc. Speaker Tony Sava made an opening representation and is on You Tube. They witnessed a drone taxi and it was exciting. It was a two-person vehicle that was used; there are a lot of companies wanting to utilize flight space. There is one computer that can fly 180 drones at one time. She was told this will be commercialized in three years. In the next ten years, 50 percent of growth will occur in Texas, Florida, Georgia and North Carolina, so you need to be ready. The S-Line project is a game changer for North Carolina, our region and our community. Virginia has purchased their portion of the S-Line; now there is a precedent of prices. This corridor is from Richmond, Virginia to Hamlet, North Carolina. Representative David Price is helping to make rail dollars available and it seems we will be getting some grants; they will know something in April. They will be a pilot for this program. They are going to businesses, the City and the County to get everyone aboard for the rail project and this helps in the grant project. They want to hear how this will impact the community college, etc., and start to form a Sanford coalition. Are there companies that want to form around it? Last mile solutions- start thinking about what the last mile solution is and how do you handle it, such as a bus in Sanford and think about all the ramifications.

Ms. Mathis updated on their financial situation. Their cash balance is thin and moved \$100 million from one of their particular funds into another. Their five-year bill expires in October.

Division Engineer Brandon Jones said they have 6,941 road miles and 14,720 lane miles. They are the second largest state with maintained miles. The first ever NCDOT Mobi Awards were issued last year and Sanford was a recipient of one for its Downtown Streetscape Project. He gave an update on the Lee County current projects (Exhibit F). Their DOT resurfacing projects have been stopped for this year. There is \$214.415 Million for Lee County STIP Projects for 2020-2029. The realignment of the Kelly Drive project is scheduled to be let in March 2022. Bike and Pedestrian Programs are funded by the federal government. They cannot use state funds for a bike alone project. Mr. Hegwer clarified that we hire engineers/architects to prepare plans for the bike and pedestrian programs and they are needed before the project is done.

Mr. Jones noted that they get most of their money from the gas tax. GM is working on a plant to produce electric vehicles. They are going to build batteries that will take you 500 miles. Right now, they are a \$5 billion year corporation and they need to be \$7 billion. North Carolina First Commission deals with the funding of electric stations, drones, etc. Brandon Jones noted that in the future gas stations will revert from gas to charging stations. They have people to study these changes and advise the governor on the changes and what will take the place of gas tax, etc. Virginia has a tax on Amazon for packages that are delivered by drones. NC Moves will tell you the latest information.

NCDOT Project selection CTP is based upon transportation modeling. The plan goes through a public information process, etc. Lee County is updating its CTP and the last one was adopted on June 6, 2008. He explained how projects are selected based upon a scoring system. They are in the sixth round of prioritization; Draft 2023-2032 is under development. They work with staff to place points on the projects. Mr. Jones presented the Lee County Prioritization 6.0 TARPO project submittals of highway, aviation and bike and pedestrian projects. They will be submitted and scored. Since 2012, the airport has received nearly \$20 million of grants and created 470 jobs.

Parks Department Presentation – (Exhibit G)

Don Reuter gave an update on the Sanford Parks Successes, Challenges and Future Endeavors and Opportunities (Exhibit G). The cooler weather attracts people to the walking trails at the Kiwanis Family Park. The splashpad was a huge hit and the pad stayed open through the end of October and it was used regularly. There are still some things that need to be done by our project engineer. There are some new trail markers along the trail that are wrapped in aluminum. They are working on ADA improvements and a maintenance plan for all the parks. It is not just one park, as there are nine facilities, they are responsible for to keep them clean and safe. We share Kiwanis Family Park with the County. He displayed pictures of the Sanford Greenway, Depot Park, Sunset Park, Maple Avenue Park, Walter McNeil Park, Carr Creek Park, and Third Street Park. They focus on maintaining the parks; particularly the Kiwanis Family Park. They had an erosion issue from the splash bucket and they have to wait until it functions to install a part to repair it. The bridge was overgrown (behind the movie theatre) and the City cleaned it up.

Mr. Reuter presented some challenges and they have received citizen input. They will follow up and get citizen input. The pocket parks are not used a lot; they need to get the kids off the phones to use them. They need guidance to encourage people to use the parks. Mr. Czar explained that if a developer so chooses, they could pay us money to develop something in our park system. You have to create a nexus and to do that, we need to know where the parks and greenways are going to be located. The master plan notes that we need to identify locations for two to three new parks. New developments have requirements for open space – it can be addressed through fees for such purposes rather than falling on the developer. Mr. Reuter explained that there will also be cost for management and maintenance for the additional parks. He listed some recommendations as to what we need (Exhibit G) and key areas needing citizen advisory support. He suggested having a citizen advisory committee for support and input. He said having some organized activities would draw the citizens to the parks. Mr. Czar noted that if we have an organized event, there would be supervision and this would draw them to the park. Mayor Mann added that you would need consistency. Mr. Czar added that we need a group to help establish rules and we need guidance on a way to increase participation. Mayor Mann asked Mr. Czar to prepare the framework for an advisory committee.

Mayor Mann asked if we have a master plan. Mr. Czar displayed a book put together for the PARTF master plan; we need money in the budget to proceed with a Parks Master Plan, etc. Mr. Reuter noted that we will need more temporary employees for the Kiwanis Family Park. Mayor Mann added that rules are needed for the Depot Park also and we need to hold a workshop on it. Mayor Mann asked that we put the greenway on the agenda for tomorrow at about 10:45 A.M.

UDO Update – (Exhibit H)

Community Developer Director Marshall Downey gave an update on the Land Use and Growth Management Strategies. This is a perspective from the Planning Department but what we talked about today is a part of this plan. The more information staff can give developers, the more the developer

knows what is expected from them; developers hate uncertainty. We need to continue to update our rules so the developers know what the rules are to put a development on ground. Phase 1 is focused on single-family residential subdivision. We anticipate kicking this process off within the next month. He gave a list of challenges to achieve the desired residential development patterns. We want to raise our standards to put in elements in subdivisions to make them better communities. They would like to create a steering committee, composed of staff and the City's members of the Joint Planning Commission (Mayor Mann and Council Member Taylor, Sanford Planning Board Fred McIver) to work through a draft to bring back to the City Council. Then, move forward with the formal adoption process. Mrs. Salmon expressed concern with going through the process to prepare a draft and then it be voted down by a jurisdiction because it does not apply to them.

Mr. Downey noted they are suggesting that we will continue to update the UDO in sections. The next big issue is commercial and residential development and signage. The Bar Association initiated an effort to modernize the framework of the state's enabling statutes for planning and development regulation. This effects the City, County and Broadway. We do not have any control over this. We will be looking at cost, timetables, etc. and it may be an issue that the City and County can split the cost. The timetable for completion of UDO Phase I is Fall 2020. We need to make the existing UDO comply with new N.C.G.S Chapter 160D standards; the target completion date is December 2020 as we must conform to the new procedures by January 1, 2021. Staff recommends working with City and County attorneys and use a third-party legal consultant. Attorney Patterson is researching a third-party consultant. This item will be added to the next interlocal committee meeting. Mr. Hegwer said he did not think our landscaping is enough for industrial/commercial developments. These standards need to be revised. Mr. Downey stated that this is a growth management plan for the City and County. He presented a scenario with a recent 29-lot project that had no amenities in the County. They had concern that they are a one-half acre lot on private septic system and that is not meeting the goals of the plan. Mr. Hegwer noted that it would be better to have these subdivisions on city sewer.

City Hall Space and Safety Needs – (Exhibit I)

Public Works Director Vic Czar went over security enhancements to provide a safe and secure work environment. No place is immune to workplace violence/shootings. Currently, we have key fobs to enter into City Hall. We have two employees who are not behind the locked doors. We have panic buttons at the Service Center and City Hall. We do have emergency drills such as active shooters, severe weather, fire, etc. Staff has prepared a site plan for the Service Center and City Hall to make it more secure. You can get on the campus without a lot of control and in the world we live in today, this is not good. Mr. Czar explained that at the Service Center, there is a gate controlled by a key pad for after hours. He displayed a layout (Exhibit I) of the proposed changes to the Service Center with the new public entrance off North Fifth Street. We can move the gate back and make it work with a transponder for police and a fob for employees. We need a new public entrance and we would like to move it to the side of the building and construct a new parking lot and a new entrance for control of who enters into the building. They would also like to install some bullet resistance glass at the entrance. This is a reasonable fix for security at the Service Center. We have asked our ADS (our current provider) how many more panic buttons are needed and staff was told 70. This is an attempt to make the buildings safer.

He displayed an example for the customer service area with bullet resistant glass and the same idea for the Police Department and the Personnel Department. The glass would not go entirely to the ceiling. The cost for all locations and parking would total approximately \$290,000. Mrs. Kelly would advise that 75 percent of the cost would come from the General Fund and 25 percent from Utility Fund. We are planning to move Kelly Miller to the Buggy Company and Amy Gordon next to Holly Marosites

very soon in order to make that area more secure. We could make offices in the drafting room; however, that is just a band-aid fix. We are going to need more space. We plan on putting this in the budget.

Mr. Hegwer said that we could construct a new building for the Utility Department and pay for it with Utility Funds. Mr. Czar stated that they have discussed going out the front with a walkway; there are different options.

Discussion with Legislative Delegation – (Exhibit J)

Mayor Mann said we are lucky to have great caring delegation and we are thankful for their help. Senator Jim Bergin and Representative John Sauls were present for the presentation. Community Development Manager Karen Kennedy presented a powerpoint presentation on S3 Housing Connect. She explained how the initiative began in 2017 and a task force was implemented. S3 stands for Shelter, Service, and Stability and their motto is Rare, Brief and Non-recurring. In school year 2016-17 there were 303 homeless Lee County School students; now there are 290. This is the most comprehensive task force that has kept its momentum going with a very diverse group of people. She noted some of the S3's proudest accomplishments: Outreach Mission, Inc. shelters became "low-barrier" and they served 249 people in 2019; 89 exited with housing. Bread of Life Ministries' Extreme Weather Shelter-for cold weather shelter was open 83 days in 2019; served 911 total people and 95 different people. During hot weather, it was open 31 days – 289 people came through to get water and cool down. Another great event is Dr. Hall's street medicine initiative. He calls it H3- (health, healing, hope). Representative John Sauls was able to get \$57,000 last year for the initiative and anticipate another \$50,000 this year. We have partnered with Downtown Sanford merchants and the police are present when the Temple Theatre is open, etc. She spoke on the enhanced 211, which is Lee County's coordinated entry system. Dial 211 and a person in need will be connected to all local resources. For someone needing assistance, that person's story is put in a computerized system and you only have to tell your story once. You answer a questionnaire and the 211 representatives will direct the individual to the resource needed. Jeffrey Rawlings, with Johnston-Lee-Harnett Community Action, will tell you that there are some people who will work the system. There is a need for supportive housing.

Mrs. Kennedy explained the future projects and goals of S3 Connect as listed in Exhibit J. They will be partnering with Central Carolina Community College (CCCC) to aid homeless students whether in a car, etc. There are some people in conversation with Dr. Lisa Chapman with CCCC. Project Homeless Connect would be a place for showers, haircuts, etc.

Mr. Hegwer stated that the money that came through the City was scrutinized to make sure every penny from government was spent wisely. With the 22 people that were homeless, we put 16 in a place to stay. Mayor Mann added that we are trying to get the County on board with the homeless kids in our school system. Senator Bergin added that we need to provide funding for foster kids (ages 0 to 3 years) and Representative Sauls stated can you imagine Sanford with no place for the homeless to go. Mayor Mann commented that if Senator Bergin and Representative Sauls know of any grant/funding for the homeless to let us know. Mrs. Kennedy stated that we have a deficit of 1,800 housing units.

Mayor Mann asked Beth Kelly to give a brief presentation on how we might address the ad valorem method of distribution. She gave the Financial Overview of the tax rate and the method of distribution (same presentation as presented earlier). She said the County has two methods for sales tax distribution, which are ad valorem and per capita. For years we had per capita and it was changed in 2013. The state would collect all the sales tax and the County distributed it out to Broadway and the City of Sanford; the City would get a larger piece of it when it was per capita. Most of the sales tax

comes from inside the City limits. The County is getting benefit of the revenue and we lost \$1.4 million. Representative Sauls stated that the County has a new board and maybe they would change it back to per capita. City Attorney Patterson stated that they can change it any time. Mayor Mann informed our delegates that 80 percent of the sales tax is created inside the City, but it is difficult for the City to grow as the County gets more of the sales tax due to the ad valorem method. Mr. Hegwer added that it makes the City reliable and dependent purely upon the property tax. Mayor Mann noted that we can feel it financially. Representative Sauls asked how many other counties have this sales tax methodology. Beth Kelly display a graph of the sales tax distribution method and how it affected the City and the County since the change in methodology. They reduced the County tax rate by two to three cents when they changed the methodology. Since 2009, we have received \$1,132,494 over 11 years. Mayor Mann stated that we need someone to step in and help us. The County does not want to change the sales tax methodology. As shown on the graph, the City's sales tax distribution is flat and the County's is going way up. Lee County will not fund the homelessness initiative and the UDO changes. Mr. Hegwer stated that we would like to have help with the shelter. Mr. Gaskins said that with Pfizer's expansion in the County, they could change the method. Mayor Mann stated that if the delegates could help us, it would be appreciated. The businesses in town are driving the need for police and fire services. Mayor Mann added that we are struggling to build a fire department right now. Mr. Hegwer said every year it is so unpredictable and sales tax is hard to budget. The County says they have a lot of needs with schools. The City's line is flat and the County is getting the benefit of what the City is pushing. This is the reason we are so aggressive about annexing to receive City services such as water and sewer. Mr. Gaskins thanked the representatives for the three-mile annexation change. Mr. Hegwer said it is better for the city to grow into Chatham County because it is per capita. Mrs. Kelly added that the roadblocks were retail association lobbyists and the state saying the way it collects info from businesses is the point of delivery and how they report the sales tax collected from the state.

Representative Sauls added the numbers are important to see what is being done statewide regarding how other counties distribute the sales taxes, (ad valorem vs per capita).

Representative Sauls stated that he toured the Outreach Mission shelter several weeks ago and those people touched his heart with their compassion and sacrifice and he has put in \$50,000 in the budget for the shelter. Last week, he had three members from the NC Chamber to visit him to see Sanford. They ate breakfast at the Dairy Bar and visited SAGA; they were blown away with the one-stop shop. He rode them around town to see the streetscape projects and murals; they could not stop talking about Sanford. He has heard legislators say Sanford is moving forward. It is beautiful to show people; when you see how towns have died in other places. In the future, he wants to work on CCCC instructor pay; they have given teachers a raise five years in a row. The average pay for community college teachers is \$47,000. It is not fair; he was going to hire an AG teacher but he/she could not go to the college due to pay cut. He is also trying to get money next year for the restoration of the railroad house. He likes to hear what the City and County officials tell him about what they need. Mr. Gaskins said the community college is helping us with the job components for the new industries.

Senator Bergin said we have a lot to brag on Sanford as you have a lot to be proud of and keep doing what you are doing. Your hearts are in it and want to maintain the quality of life. Senator Bergin serves on the Health Care Committee and he helped DHHS budget \$500 million budget. In the next round, he is going get more money for the Pregnancy Center downtown. It said it cost \$35 per day for men at the Dorothea Dix campus-it is a detox center. You can go and stay as long as you need. Their success rate is when a man leaves the facility, they rarely come back because they are not thrown out. He spoke regarding a doctor who lost everything and went there and became a leader. There are people

in the mental health center to be released that don't have housing. He spoke with DHHS today about some of these things and how do we give care efficiently and make sure we give the care. We can do it cheaper. On any given day, 35 to 40 percent that are at the three mental health facilities are found competent to stand trial. With DHHS, they are evaluating hospitals and why they cannot do mental health in the empty rooms. There are people in hospice in the prisons and he wants to send them home and he is working on these issues. We need to be smarter and wiser when spending these dollars. They are working on a lot of things for rural North Carolina Tier 1 and Tier 2 counties. Tier 3 counties are depleting the money. There are some things they can change and look at differently.

Representative Sauls and Senator Bergin informed Council of the committees they are serving on and asked Council to let them know of three things they need. Senator Bergin filed a local bill to remove Lee County from emissions testing, which will save maybe 25 dollars for every car you own. Harnett County has asked him to introduce a bill to allow them to charge a \$5,000 impact fee; they had 5,300 permits. In regards to DOT projects and funding, Representative Sauls said the DOT spent all their money and in January, they had to appropriate them \$200 million.

RECESS

The retreat was recessed until Friday morning at 8:30 A.M.

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

Respectfully Submitted,

T. CHET MANN, MAYOR

ATTEST:

BONNIE DAVIS, CITY CLERK

**MINUTES OF RETREAT OF THE
CITY COUNCIL OF THE CITY OF SANFORD
SANFORD, NORTH CAROLINA**

The City Council met at the Little River Golf and Resort, located in Carthage, North Carolina, to hold its annual retreat on Friday, February 21, 2020, at 8:30 A.M. The following people were present:

Mayor Chet Mann	Mayor Pro Tem Byron Buckels
Council Member James Williams	Council Member Sam Gaskins
Council Member Jimmy Haire	Council Member Norman Charles Post, III
Council Member Rebecca Wyhof Salmon	City Manager Hal Hegwer
City Attorney Susan Patterson	City Clerk Bonnie Davis
Management Analyst Holly Marosites	Deputy City Clerk Vicki Cannady
SAGA Chief Executive Officer Michael Smith	SAGA Economic Development Exec.
DSI Director Kelli Laudate	Director Bob Joyce

Absent:

Council Member Charles Taylor

CALL TO ORDER

Mayor Mann reconvened the meeting at 8:30 a.m.

Closed Session

Council Member Post made a motion to go into closed session in accordance with North Carolina General Statute 143.318.11(a)(6) for the personnel exception. The motion was seconded by Council Member Buckels and carried unanimously.

Return to Regular Session

Sanford Area Growth Alliance (SAGA) Presentation (Exhibit A)

Sanford Area Growth Alliance (“SAGA”) Chief Executive Office Michael Smith reviewed some of his organization’s accomplishments for the past year. He explained that they have focused on reestablishing relationships with key state offices, including the Department of Commerce and Economic Development Corporation. They are reaching site consultants through their marketing firm, DCI: in fact, the initial connection to Audentes Therapeutics, the company that will be locating at the Central Carolina Enterprise Park shell building, was made at the Site Selectors Guild meeting in Salt Lake City last March. They are currently working on a campaign targeted to life-sciences companies.

SAGA has also been working to let outsiders know that we are part of the Triangle region, since many are surprised that we are only about 30 minutes from Raleigh and have much less traffic congestion than other surrounding areas. They have also shared information on our area through a 16-page insert in the *Triangle Business Journal*; we were the first in our area to do this through the combined resources of our Economic Development and Chamber of Commerce offices. Several series have been posted on the WRAL.com website (the number one search engine in the Triangle) and Mr. Smith stated that he hopes the Tourism Development Authority (“TDA”) will continue this effort since the current series will be the last done by SAGA. He thanked Austin

Thomas for producing their annual report in house this year and informed Council that SAGA has hired Convergent Non-Profit Solutions to assist with their private capital campaign that will kick off with a dinner on March 18.

Mr. Smith reminded Council that we are fortunate to be part of two dynamic markets: the Triangle area and the Carolina Core. Jimmy Randolph, SAGA's Existing Industry Development Manager, is in Greenville, South Carolina, today for a Carolina Core related event. He also noted that minor changes have been made to the map showing Sanford's location relative to the work force in Raleigh, Ft. Bragg and other nearby areas, along with the highway system. Mayor Mann commented that he has led many conversations with potential investors by showing this map.

Mr. Smith reminded everyone that the top 2019 news story for *The Sanford Herald* was "Economic Development Boom Strikes Lee County," thanks in part to Pfizer's \$500 million expansion that will bring 300 new jobs; the very competitive Bharat Forge project of \$170 million; and the recent announcement that Audentes Therapeutics will purchase the Shell building at CCEP. The company considered sites in Boston, Houston, Boulder and the Raleigh-Durham area but chose Sanford. He announced that SAGA will be requesting the same level of support for the second Shell building as the first and after conversations with representatives from the bio-tech center, it appears we should replicate the original building as much as possible. These companies spend great sums of money and having a building that fits their needs is critical. Council Member Gaskins noted that another company just announced that they will be locating in Chapel Hill, so we will have five of the world's top gene therapy companies in our area.

Mr. Smith informed Council that SAGA's website needs to be upgraded and they will be asking the City for assistance with the estimated \$30,000 cost. Council Member Buckels noted that the estimated \$800 million dollar investment and 1,000 jobs are the result of many years of hard work. Mayor Mann agreed that public/private partnership with SAGA has been great for our area and noted that the owners of the Shell building never requested any funds from the City for payments on the Shell building before it sold, although there was an agreement that the City would contribute.

Bob Joyce, SAGA Economic Development Executive Director, explained that he was asked to invite Alyssa Byrd, the Economic Development Director from Chatham County, but she is at the same event as Jimmy Randolph; however, she sent a letter (attached as Exhibit A-2) regarding the Moncure Megasite. He also reviewed data as shown on the attached Exhibit A-3 on projects his office has worked in the past five years.

Closed Session

Council returned to closed session which had been recessed from the previous session, in accordance with North Carolina General Statute 143.318.11(a)(4) to discuss matters relating to the location or expansion of industries or other businesses in the area served by the public body.

Return to Regular Session

Downtown Sanford, Inc. (DSI) Presentation (Exhibit B)

Kelly Laudate, Executive Director of DSI, shared some of the organization's accomplishments and goals for 2020, including the safety initiative that began in August 2019 with police officers in the downtown area. They spent time with merchants, customers and provided

information to homeless individuals about programs that were available to them. She urged Council to continue supporting the program and Mayor Mann agreed it would be beneficial if it could remain in the City's budget.

Mrs. Laudate informed Council that DSI had launched the RISE grant program (Real Investment in Sanford Entrepreneurs) with 12 participants. This partnership with SAGA and Central Carolina Community College is designed to bring new merchants downtown by offering eight classes that introduce tools for business success. Each participant will produce a small business plan and have an opportunity to present it to the advisory committee composed of professionals from Lee County. In addition to the classes, the committee will award a \$5,000 grant to be used for utilities or rent for a downtown location to the participant with the best plan. Three of the participants have already begun working with Zoning and Planning staff on proposed locations. She commented that the program is already working and has surpassed her expectations and she has no doubt that all downtown spaces will be filled within the next three years.

DSI received a glowing review from the NC Main Street organization this year, according to Mrs. Laudate. The organization encouraged DSI to submit several promotions for rewards, including the public safety initiative, holiday punch card and Lutterloh Building revitalization. The LaDolce Vita Restaurant will receive the "Best Adaptive Reuse Project" award at the NC Main Street Conference on March 12. She also informed Council that DSI earned its 2020 National Main Street accreditation for the fourth straight year in a row (Jennifer St. Clair began the process in 2017) this year by demonstrating commitment to economic development and revitalization through the Main Street approach.

Other events sponsored by DSI this past year included the Christmas Tree and Train lighting with Santa (through a partnership with the Railroad House and TDA), trick-or-treating with merchants, Small Business Saturday, holiday punch cards, and the live music series (which will be expanded through work with a production company). DSI is working on a new five-year plan of work including economic vitality, design, organization and promotion. They plan to be strategic with properties such as the Wilrik, old Belk Building, and Masonic Building, along with properties across Horner Boulevard, including the tobacco warehouse and Prince Hotel, as Department of Transportation projects in that area develop and draw new business. She referenced handouts (attached as Exhibit B), informed Council that she looks forward to working with the new TDA director, Wendy Bryan, and thanked the City for its support. Financial Services Director Beth Kelly noted that she has requested that the County begin sending occupancy tax information to the new TDA director so she can follow up on visitor data and trends.

Recess

A brief recess was taken at 11:10 a.m. and the meeting was reconvened at 11:20 a.m.

City Manager Hal Hegwer explained that staff has reviewed the solid waste fee and costs of providing that service and an increase of \$15 (from \$270 to \$285) will be included in the proposed budget for FY 2020-2021 unless Council requests otherwise. This increase would provide approximately \$135,000 in additional revenue.

A video of Chatham Park Winter 2020 Update was played. Mayor Mann noted that 18,000 homes are expected to be built in those neighborhoods in the next 20 years; that Kirk Bradley, of

Lee Moore Capital Company in Sanford, will be designing Mosaic, the commercial gateway to the park; and the Temple Theatre will have a theatre in the park that will enhance its Sanford location.

Greenway bonds (Exhibit C)

Public Works Director Vic Czar informed Council that staff is researching lighting for Depot Park similar to what is being used at Chatham Park as shown in the video viewed by Council and referenced above.

Mr. Czar reminded Council that the \$4 million bond referendum for the Greenway project was approved by voters in 2013. At that time, it was contemplated to run from Kiwanis Family Park through the woods to Carthage Street, near the current location of the YMCA as shown on the map attached hereto as Exhibit C, to the Kiwanis Children Park and sidepath on Wicker Street to Horner Boulevard as shown in red as “Carthage” and “Wicker St.” on the attached map; and from Chatham Street to City Hall (as shown in red as “Little Buffalo” on the attached map), but there have been many developments since that time. The DOT Carthage Street project will likely begin in 2023 and we could maximize funds by coordinating that portion of our project with theirs and paying the required 20 percent match for sidewalk. He acknowledged that the Wicker Street portion of the project will be expensive but will totally transform the appearance: underground power has been contemplated, streets will be narrowed and re-stripped, the stoplight at Gulf and Wicker Streets will be removed, and mast arms will be installed for stoplights. There has been discussion about a project along First Street (as shown on the attached Exhibit C) that may include stream restoration that could affect the Little Buffalo portion of the project. He suggested we consider doing the “Medical Mile” and Wicker Street to Horner Boulevard portions of the project (the segments shown in blue and orange) since they may be the best use of funds at this time and fund the Carthage Street segment later, in connection with the DOT project.

Because of stipulations that only funds spent within 24 months of a project can be reimbursed, Mr. Czar reminded Council that all work in connection with these projects has been stopped and it will probably take a year before construction bids can be solicited. Since construction must begin within seven years of bond approval, unless a three-year extension is granted, staff will request an extension if directed to do so by Council. Council Members Gaskins and Post agreed they would like to see the Medical Mile and Wicker Street portions of the project done. Mr. Gaskins questioned whether the sidepath project on Highway 42 to West Lee Middle School was a DOT project that would tie into the greenway and Mr. Czar responded that the City would be responsible for the 20 percent match and all the details have not been worked out on this project. The initial cost was estimated at \$199,000 but there could be a significant difference in costs. Consensus was reached to proceed with the proposed portions of the greenway. Mayor Mann noted that these completing these segments keeps improvements in the core of the City that serves as an anchor. Mr. Czar reminded Council that the County is funding improvements to Kiwanis Children’s Park.

Financial Services Director Beth Kelly explained that the Parker Poe law firm can prepare the extension request and the estimated annual debt service on the bond issuance would be about \$400,000, depending on interest rates, and these payments would require about 1.5 cents additional revenue. Bonds could be issued in fiscal year (“FY”) ending 2021 and payments would be due in FY 2022. There weren’t as many bids with sidewalks and we were able to issue debt but we would have to have bids to ensure that the greenway project could be completed in entire segments, from

origin to destination. Mr. Czar explained that it would take about a year for design work and months for the bid process. We would have to bid all three projects because the Local Government Commission (“LGC”) must review bid prices. Mayor Mann questioned whether we could cut \$400,000 in spending or raise the tax rate in 2022. There was discussion on whether the rate should be raised now or wait until funds were needed. It was noted that revenue from new businesses would not cycle through for several budget cycles and revenue from recently approved residential developments will also require funding for services. Mayor Mann commented that improvements funded through the bonds have been well-received by the citizens, even though they required a tax increase.

City Manager Hal Hegwer stated that he could submit a budget proposal that would include a 1.5 cent increase and see how it is received. Mrs. Kelly explained that another option would be to delay for a third budget cycle but she noted there are risks that construction costs and interest rates could increase. She also noted that including a tax increase lower than is actually needed could result in a second tax increase, for two consecutive years, particularly in light of fire protection and other needs related to residential growth that will be coming. She suggested we budget for the payment we know will be coming even if we won’t have a full budget year and to earmark the remaining funds for when they are needed. She also suggested that issuing bonds in the next year would likely reduce interest costs. The LGC has informed her staff that their calendar is full because many governmental entities are taking advantage of the low interest rates. Mayor Mann suggested we move forward since the economy is going well and we have momentum. Mr. Czar reminded Council that new greenways will require maintenance and additional staff and a two-cent tax increase may be needed.

Mayor Mann asked how quickly the greenway projects could be completed and Mr. Czar estimated that if all goes smoothly, they could be completed by fall of 2022. Mayor Mann suggested that the RISE (Real Investment in Sanford Entrepreneurs) small business program may draw more businesses to Wicker Street, as would underground power, which Mr. Czar confirmed has been proposed.

Mayor Mann instructed City Manager Hegwer to include a two-cent tax increase in the proposed budget for FY 2020-2021, subject to Council review and approval.

Other Business

Mayor Mann noted that City Manager Hegwer would be accountable for objectives identified at the retreat meetings.

Mayor Pro Tem Buckels suggested that we increase efforts around the Martin Luther King, Jr., Park on Horner Boulevard. City Manager Hegwer commented that the upcoming DOT project, from Highway 421 to the railroad bridge near the park, would present a good opportunity to coordinate efforts and analyze the Washington Avenue intersection near the park and possibly invest more in the park.

Council Member Gaskins stated that efforts over the past eight to ten years are reaping benefits and we shouldn’t ease up now. Council Member Haire reminded everyone that Wicker Street was named in honor of Gordon Wicker and noted that portions of Carthage Street would benefit from revitalization.

City Attorney Susan Patterson informed Council that she has heard from the attorney for Audentes Therapeutics regarding agreements regarding the sale of the Shell building and Central Carolina Enterprise lot and contracts are being finalized.

ADJOURNMENT

Council Member Salmon made the motion to adjourn the meeting; seconded by Mayor Pro Tem Buckels, the motion carried unanimously.

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

Respectfully Submitted,

T. CHET MANN, MAYOR

Attest:

BONNIE DAVIS, CITY CLERK

**MINUTES OF MEETING OF THE
CITY COUNCIL OF THE CITY OF SANFORD
SANFORD, NORTH CAROLINA**

The City Council met at the Sanford Municipal Center, 225 E. Weatherspoon Street, on Tuesday, March 3, 2020, at 6 p.m., in Council Chambers. The following people were present:

Mayor T. Chet Mann
Council Member Jimmy Haire
Council Member James Williams
City Manager Hal Hegwer
Deputy City Clerk Vicki Cannady

Council Member Sam Gaskins
Council Member Charles Taylor
Council Member Norman Charles Post, III
City Attorney Susan Patterson

Absent:

Mayor Pro Tem Byron Buckels
Council Member Rebecca Wyhof Salmon
City Clerk Bonnie Davis

CALL TO ORDER

Mayor Mann called the meeting to order. Council Member Williams led the invocation. The Pledge of Allegiance was recited, led by members of Girl Scout Troop 2149 of the Coastal Pines Council.

PUBLIC COMMENT

There were no requests for public comment.

APPROVAL OF AGENDA

Mayor Mann requested that two items be removed from the “New Business” agenda: “Consider Amendment to License Agreement between the City of Sanford and Norfolk Southern Railway,” and “Consider General Conditions for Utility Installation, Construction, and Maintenance for Norfolk Southern Railway Company.”

Council Member Taylor made the motion to approve the agenda as amended. Seconded by Council Member Gaskins, the motion carried unanimously.

CONSENT AGENDA

Approval of Meeting Minutes – City Council Meeting of February 18, 2020

Council Member Gaskins made a motion to approve the Consent Agenda; seconded by Council Member Williams, the motion carried unanimously.

SPECIAL AGENDA

Mayor Mann asked for a moment of silence in memory of Brad Crace, Loader Operations Manager for Caterpillar in Sanford who was killed in a tragic accident on Saturday. He noted that Mr. Crace helped in the formation of SAGA (Sanford Area Growth Alliance) and his leadership in creating the Caterpillar apprenticeship program has become a model for the state.

Presentation of Proclamation Recognizing the Importance of Girl Scouts (Exhibit A)

Mayor Mann read the proclamation recognizing the 108th anniversary of Girl Scouts and presented it to a group leader.

CASES FOR PUBLIC HEARING

There were no cases for public hearing.

DECISIONS ON PUBLIC HEARINGS

There were no decisions on public hearings.

REGULAR AGENDA

Consider Sale of 1405 Boykin Avenue (Exhibit B)

City Attorney Susan Patterson explained that an offer of \$1,000 was received from Calvin Davidson to purchase property at 1405 Boykin Avenue. It had been declared as surplus property, public notice of the offer was advertised and no increased bid was received. Ms. Davidson also offered to pay all advertising and closing costs.

Council Member Gaskins made a motion to accept the offer from Calvin Davidson to purchase 1405 Boykin Avenue for \$1,000. Seconded by Council Member Williams, the motion carried unanimously.

NEW BUSINESS

Closed Session

Council Member Gaskins made a motion to go into closed session in accordance with N.C.G.S. 143-318.11(a)(3) to consult with an attorney employed or retained by the public body in order to preserve the attorney-client privilege. Seconded by Council Member Williams, the motion carried unanimously.

RETURN TO REGULAR SESSION

Resolution Authorizing Condemnation Action on Parcels for Project Forge Sewer Expansion (Exhibit C)

Council Member Gaskins made a motion to approve the Resolution Authorizing Condemnation Action on Parcels for Project Forge Sewer Expansion. Seconded by Council Member Williams, the motion carried by a vote of four to one, with Council Member Taylor voting against.

Appointment to the Sanford Tourism Development Authority to Fill a Vacant Hotelier Position (Exhibit D)

Mayor Mann explained that Angela Minnick had previously served on the TDA board and resigned due to health issues but she is excited to be able to serve again.

Council Member Taylor made a motion to appoint Angie Minnick to the vacant hotelier position expiring June 30, 2020. Seconded by Council Member Gaskins, the motion carried unanimously.

OTHER BUSINESS

Council Member Gaskins stated that he has received several complaints about the saplings recently planted in Jonesboro that replaced trees previously planted during the streetscape project. He noted that they are much smaller than those planted downtown and are nearly indistinguishable from the bamboo stakes. He stated that Council was led to believe the trees would be much larger and likely bloom this year but if they do, they will not be noticeable. He also questioned what happened to the trees that were removed. Council Member Williams stated that he had also received a complaint about the trees. City Manager Hegwer agreed to investigate the issue and update Council.

City Manager Hegwer reminded Council that a workshop was planned for March 10 but several people (the Mayor, some Council and staff members) would be away that week and suggested that the workshop be rescheduled for March 24. He requested that everyone check their schedules and staff will follow up on this request. Mr. Hegwer also noted that an Interlocal Committee meeting was scheduled for March 24.

Mayor Mann stated that the Council retreat went well and was productive in identifying priorities to move Sanford forward.

ADJOURNMENT

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

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

Respectfully Submitted,

T. CHET MANN, MAYOR

ATTEST:

BONNIE DAVIS, CITY CLERK

**MINUTES OF MEETING OF THE
CITY COUNCIL OF THE CITY OF SANFORD
SANFORD, NORTH CAROLINA**

The City Council met at the Sanford Municipal Center, 225 E. Weatherspoon Street, on Tuesday, March 17, 2020, at 6 p.m., in Council Chambers. The following people were present:

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

Absent:
City Clerk Bonnie Davis

CALL TO ORDER

Mayor Mann called the meeting to order. Council Member Taylor led the invocation and the Pledge of Allegiance was recited. Mayor Mann noted that some major changes related to the coronavirus COVID-19 will be addressed, including the postponement of public hearings previously scheduled for this meeting.

PUBLIC COMMENT

There were no requests for public comment.

APPROVAL OF AGENDA

Mayor Pro Tem Buckels made the motion to approve the agenda as amended. Seconded by Council Member Gaskins, the motion carried unanimously.

CONSENT AGENDA

There were no items on the consent agenda.

SPECIAL AGENDA

Bleeding Disorders Awareness Month (Exhibit A)

Mayor Mann read the proclamation and presented it to Betty Judd who is trying to increase public awareness of bleeding disorders.

CASES FOR PUBLIC HEARING

Due to concerns regarding coronavirus COVID-19, the following public hearings were cancelled and will be re-scheduled for a later date:

Application by Beacon Management Corporation for property owned by Winding Brook Limited Partnership, to rezone one 8.63 +/- acre tract of land addressed as 2107 Woodland Avenue from the current zoning of Winding Brook Apartments Conditional Zoning District (Revision #1) to Winding Brook Apartments Conditional Zoning District (Revision #2), with the intent being to revise the design for a site plan specific conditional zoning district. The subject property was formerly developed with several structures addressed as 2111, 2113, and 2201 Woodland Avenue and is depicted on Lee County Tax Maps 9652.18 and 9652.14 as Tax Parcel 9652-32-3205-00 Lee County Land Records.

Application by Esplanade Communities of Florida, LLC to rezone two vacant tracts of land totaling 29.04 ± acres with frontage/access off of Fire Tower Road (SR 1152) from Residential-Mixed Conditional Zoning District (R-6-C) to Residential-Mixed Conditional Zoning District (R-6-C) (Revision #1), with the intent being to revise the subdivision design associated with this specific conditional zoning district. The subject property is identified as Tax Parcels 9641-55-0952-00 and 9641-45-5299-00 as depicted on Lee County Tax Maps 9641.01 and 9641.02. The subject property is illustrated as a 27.9 acre tract of land and an adjoining lot owned by Donnie Ray Pettus on a 2019 plat labeled Boundary Survey for Esplanade Communities of Florida, LLC created by Timmons Group and recorded at Plat Cabinet 2019, Slide 60 of the Lee County Register of Deeds Office.

DECISIONS ON PUBLIC HEARINGS

There were no decisions on public hearings.

REGULAR AGENDA

There were no items on the regular agenda.

NEW BUSINESS

Resolution in Support of Temporary Closure of Portions of Several Streets for the Purpose of Christian Faith Ministries March for Christ (Exhibit B)

Management Analyst Holly Marosites explained that this closure relates to an event currently scheduled for April 10 from 11 a.m. through 2 p.m. It differs from typical closure requests because the group will be primarily on sidewalks and the police will assist pedestrians crossing the streets; the street will not be closed the entire three hours. City Manager Hal Hegwer confirmed there are no issues with Horner Boulevard (a state-maintained street) since the closure is a short duration. Mr. Gaskins questioned using Depot Park as an assembly point. Mr. Hegwer explained that the Depot Building will not be used, only the park. Kelli Laudate, Downtown Sanford, Inc. Director, confirmed that she spoke with the event organizer and informed him that the park could serve only as a meeting space, not a long-term gathering space. since no policy has been finalized on park rentals (an advisory committee is being formed for the park system). Mr. Hegwer pointed out that this event, along with many others, may be affected by developments with COVID-19. Mayor Mann noted that approving the street closure does not guarantee that the event will be held.

Council Member Taylor made a motion to approve the Resolution in Support of the Temporary Closure of Portions of Several Streets for the Purpose of Christian Faith Ministries March for Christ. Seconded by Council Member Gaskins, the motion carried unanimously.

Ordinance Delegating Authority to the City Manager to Determine Whether and When to Terminate Water Services and Waive Late Fees (Exhibit C)

City Manager Hal Hegwer explained that with the outbreak of the COVID-19 pandemic, it has become evident that it is necessary to take preventive precautions to eliminate hazards when possible to ensure public safety and according to the CDC, hand-washing is one of the best preventative strategies to combat spreading the virus. This ordinance would allow him, as City Manager, to waive late fees and penalties on utility accounts and relieve citizens of financial considerations during this time and allow access to water. The City has experienced similar situations before with natural disasters (hurricanes, tornadoes, etc.) and this authority would allow him to act as necessary. He confirmed that the Sanford Cares program would remain intact to assist during this time. He also encouraged utility customers to pay online, if possible, rather than coming into the Municipal Center. Although access has not been

prohibited at this time, it has been considered. Council Member Salmon questioned whether the ordinance should include an expiration date since it is tied to the COVID-19 outbreak, unless the goal is to extend authority during any state of emergency situation. City Attorney Susan Patterson explained that the ordinance was written to follow the declaration of any state of emergency. Mr. Hegwer stated that this policy has been conveyed to the Revenue Department and will apply to current bills. Mayor Mann agreed that ensuring access to water without fear of being disconnected is a role the City can play during this crisis and suggested that the cost of a water bill is minor compared to the cost of spreading an epidemic and that the City Manager was on target with this measure.

Council Member Post made a motion to approve the Ordinance Delegating Authority to the City Manager to Determine Whether and When to Terminate Water Services and Waive Late Fees. Seconded by Mayor Pro Tem Buckels, the motion carried unanimously.

Implementation of Additional Paid Sick Leave Related to COVID-19 (Exhibit D)

City Manager Hegwer explained that one of the key concerns to help mitigate the impact of COVID-19 is the health, safety and welfare of the public and in order to provide this, a viable, healthy workforce is needed. Many provisions and processes have been put in place to protect staff and public safety employees (police, fire, public health- including county employees). Since this type of action is not typically done through ordinance, Mr. Hegwer explained that he is seeking Council approval for a policy directive to allow additional sick leave for reasons set forth on the attached Exhibit D related to COVID-19. The duration of benefits to full-time employees is up to 240 hours that would not carry over. This recommendation basically parallels federal policy extending benefits to employees of companies with fewer than 500 employees. Legislation is currently being considered to provide paid leave to cover 14 continuous days away from work for salaried individuals and the number of hours scheduled or expected to be worked over a 14-day period for hourly employees. He explained that the goal is for City employees to feel comfortable taking care of themselves rather than coming to work when sick and infecting others since it is unknown how COVID-19 will progress. The situation will be monitored very closely and there would be consequences for any employee who abuses the policy change, which deals specifically with employees potentially dealing with COVID-19 only.

Council Member Buckels agreed with Mr. Hegwer and suggested it is best to stay ahead of the curve with this situation. Council Member Gaskins noted this is probably the most critical event he has seen in his entire lifetime. He just returned from Washington, D.C. where many issues relating to the virus were addressed, including the shipping of testing kits for the 330 million US citizens where the virus is doubling every three days. He suggested the public take all the precautions being suggested to reduce the spread seen in other areas since this virus is a very serious situation.

Mayor Pro Tem Buckels made a motion to approve the Implementation of Additional Paid Sick Leave Related to COVID-19. Seconded by Council Member Gaskins, the motion carried unanimously.

OTHER BUSINESS

Council Member Taylor informed Council that the Commission on the Opioid Abuse Epidemic received valuable input for their recent SWOT (strengths, weaknesses, opportunities, threats) analysis. He requested that citizens show grace during challenges related to the coronavirus and applauded the City Manager's efforts to create a hotline with the county and revamp the City's website to include information on how the virus has impacted City services.

Council Member Gaskins stated that he just returned from a convention in Washington, D.C. where several issues affecting our area were addressed, particularly the Federal Surface Transportation Block Grant. He visited offices of both state Senators and a Representative, where he requested an increase in the total grant. He asked that it be funded directly to local government and received a positive response from all three. He specifically asked for assistance with our \$3 million contribution to the S-Rail pilot program; all three were excited about what we are doing in Sanford and gave positive feedback. They also discussed the proposed I-685 corridor, access to broadband for citizens who don't currently have it, FEMA fund distribution, and the Clean Water Act.

Council Member Salmon encouraged everyone to help care for each other at this time and noted that people on Facebook are discussing how to support local restaurants and small businesses. People are finding new ways to get things done, including teleconferencing.

Council Member Buckels agreed that our nation is resilient and urged everyone to adhere to the leadership and policies to combat COVID-19.

City Manager Hegwer explained that the situation with the virus continues to evolve and staff has met many times in the last few days. Much of the guidance is coming from state and federal government and he reviewed actions and preparations that have been taken and will be taken, as shown on the attached Exhibit E. He noted that the City's website is being updated with a specific link providing information on the virus (<http://sanfordnc.net/730/Coronavirus-information>) and requested feedback from Council. Staff has met with Lee County officials and a hotline has been established (919-352-3360) that will provide general non-medical information and it is updated three times daily. This is an effort to allow the Lee County Health Department to address medical and health-related functions that cannot be done by others during this critical time.

Mayor Mann stated that non-essential meetings and gatherings have been suspended until it is deemed appropriate by federal, state and local officials. He asked for Council input on events connected with the City, including the Clean Up-Block Party (currently scheduled for April 25), Summer Concert Series, and two events scheduled for May. He announced that he has cancelled the Mayor's Prayer Breakfast and noted that many events require a great deal of pre-planning and fundraising. Council Member Salmon suggested that handling the pandemic properly includes "flattening the curve", which prevents spikes and elongates the period for transmission risk. Since it will create a longer disruption period, it will not be the best time for these events and she suggested they should perhaps be held after June or in the fall, particularly since planning will involve meetings. Council Member Taylor agreed and suggested we consider delaying April and May events and wait until June to reschedule. Mayor Pro Tem Buckels agreed. Community Development Director Karen Kennedy noted this is the tenth anniversary of the Block Party and summer is not a good time to hold that event since much of work is physical. She encouraged Council to work around regularly-scheduled fall events such as the Lee County Agricultural Fair and asked Council members to email her with suggestions. Downtown Sanford, Inc. Director Kelli Laudate stated that much of her time in the last few days has been spent with downtown merchants, shop and restaurant owners who are very concerned about the next few months and noted it would be insensitive to move forward with projects that require sponsorship funds. She confirmed that the Downtown Live series would be moved to August and September and if they can hold events in June, local artists will be used. Of the four concerts planned, two are planned as "Party in the Park" and "Party in the Street", with street closures needed on Steele Street on two days beginning at 2 p.m. She confirmed that she will obtain merchants' approvals before requesting Council approval. DSI is also making efforts to support merchants and restaurants.

Council Member Taylor suggested we support local restaurants by purchasing gift cards since they can provide only take-out service at this time. He asked Ms. Laudate if there was any initiative for this and she confirmed DSI will be communicating to the public how to support local businesses. Many local boutiques are also offering delivery services to online purchasers who live in Lee County.

Mr. Hegwer announced that the City's business continues with some modifications. The Technical Review Committee (a staff committee comprised of DOT officials and staff, planning officials, developers, etc.) has revised its format but upcoming projects continue to be reviewed outside of formal meetings; comments can be received electronically. Eventually, there may be a logjam of public meetings but much of the behind-the-scenes work will continue. Additional hand-sanitizing stations were ordered for the Municipal Center two weeks ago but have not yet arrived; foot-operated door openers have been installed; and access has been limited at some facilities, including the water treatment facility and wastewater treatment plant. Modifications have been made at the fire department to reduce the risk of contaminating personnel. Protective equipment has been provided for public-facing positions in the Revenue and Inspections Departments; employees not already enrolled in direct deposit have been encouraged to do so and the City's sick leave policy has been amended as described earlier. Blue Cross/Blue Shield will administer our group health plan as it relates to virus testing and treatment and the City will waive cost-sharing requirements (deductibles, co-pays, diagnostic tests), eliminating out-of-pocket costs for employees. He confirmed that staff will continue to look at positions that require employee gatherings or accepting applications. Some essential functions will continue but in a limited environment and there will likely be restrictions on personal interaction. Staff continues to seek guidance from the Center for Disease Control and the Department of Health and Human Services regarding restrooms and parks. Additional laptops are being purchased to allow employees to work from home and increase social distancing. Future considerations may include prohibiting direct payments, applications and submittals at City Hall, limited access to the Revenue/Collections and Human Resources Departments, staggered employee hours and telecommuting to ensure public and employee safety.

City Attorney Susan Patterson reminded everyone that states of emergency have been declared by Governor Roy Cooper and Lee County. The Lee County Attorney gave two reasons: to assure they would qualify for federal reimbursement funds under FEMA and to control access to and close public facilities. Staff has considered whether a declaration is needed for the City, and while it may be needed in the future, they believe the state's declaration will help us qualify for any FEMA funds that may be necessary. She noted that the City already has authority to control access to buildings and staff believes that restrictions such as social distancing and limiting access to buildings could be done without a state of emergency; however, if we want to be specific in our authority or generate more authority to have our buildings open with restrictions or prohibit public access, we may consider a declaration. She informed Council that she has drafted a declaration in case it is needed and since the Mayor is authorized by Council to declare a state of emergency, he could sign it at any time. A declaration of emergency would carry the authority to restrict certain movements or impose certain restrictions such as a curfew and restrictions on movements or congregations of people. Governor Roy Cooper banned dining in restaurants and bars in order to control spread of the virus and our police officers are authorized to enforce this statewide prohibition. She also noted that Council may consider delegating clear direction and authority to the City Manager to control the movements of persons or property on city buildings and similar issues.

Mayor Mann stressed that he is not imposing a state of emergency or a curfew at this time, but if it became necessary, he would do so for the betterment of the community. There are tools to protect citizens and City employees, specifically highly-specialized positions such as those at the water

treatment facility or fire departments. If the public responds to mandates for social distancing and we “flatten the curve”, we can help contain the spread without having to take these measures.

Regarding Council meetings, Attorney Patterson explained that if a quorum is present in this building, some Council Members could telephone in so that the public could hear what they say and the members could hear what was being said by others. This would allow people who feel at-risk to participate remotely. Meetings could also be held solely through electronic means; however, provision must be made for the public to hear and participate in the meeting and there are ways to accomplish that. Mr. Hegwer explained that staff is working with Windstream and this option is being researched. We might not be may not be able to hold public hearings but other City business may be addressed via an electronic meeting if necessary. Mayor Mann agreed that it is important to continue conducting City business and staff will weigh that with safety concerns. Mr. Hegwer noted that an Interlocal Committee meeting had been planned soon but would very likely be cancelled, along with the Council Work Session scheduled for March 24. Several Council members agreed that both meetings should be cancelled. Mr. Hegwer also noted that the County Commissioners are currently meeting only once monthly.

Mayor Mann stated that our country has been through an event like this before with the small pox epidemic. He suggested that we will look back and tell our children and grandchildren about this time when a pandemic nearly changed the world, where our children came home from school and businesses closed. He encouraged everyone to support friends, families, neighbors and businesses, all from a safe distance, and suggested that when this pandemic passes – and it will – we will be stronger. Economic development was thriving before the virus and it will return when it is safe to move about again. He encouraged everyone to heed the warnings, be safe, use proper protocols, check on elderly neighbors and those who can’t otherwise provide for themselves easily in this time and to work together.

Closed Session

Council Member Gaskins made a motion to go into closed session in accordance with N.C.G.S. 143-318.11(a)(4) to discuss matters relating to the location or expansion of industries or other businesses in the area served by the public body. Seconded by Council Member Buckels, the motion carried unanimously.

RETURN TO REGULAR SESSION AND ADJOURNMENT

Council Member Gaskins made the motion to adjourn the meeting; seconded by Council Member Salmon, the motion carried unanimously.

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

Respectfully Submitted,

T. CHET MANN, MAYOR

ATTEST:

Vicki R. Cannady, Deputy City Clerk

PUBLIC HEARING- MUNICIPAL SERVICE DISTRICT EXPENDITURES

Please add a public hearing for MSD expenditure approvals to the May 5th, 2020 council meeting. Finance has taken care of sending the public notice advertisements to the Sanford Herald as required by law. The list of expenditures to be approved is listed below:

- Advertising/Marketing \$17,500
 - Deep South Entertainment contract
 - Creative work with Avenir Bold
 - Life 103.1 contract

- Postage \$50
 - Postcard mailing about Downtown Alive

- Departmental Supplies \$500
 - Committee supplies

- Supplies / Holiday Decorations \$500
 - New Christmas decorations for corner of Steele and Carthage

- Contractual Services \$5,214
 - Bookkeeper
 - Webhosting
 - Waste industries

- Miscellaneous \$750
 - Unidentified needs

- Streetscape Project \$2,500
 - StreetFest

- Building Improvement Grants \$2,250
 - RISE Grant
 - Building Improvement Applications

Let me know if you have any questions or need additional information.

Thanks,
Cindy O'Quinn
Senior Budget Analyst
City of Sanford
PO Box 3729
Sanford, NC 27331-3729
(919)777-1141

Discussion Regarding DSI StreetFest Schedule for the Fall



City of Sanford
Human Resources Department

TO: Hal Hegwer, City Manager

FROM: Christy Pickens, SPHR, SHRM-SCP, Human Resources & Risk Management Director

DATE: April 14, 2020

RE: Coronavirus (COVID-19) Policy Update

An amendment to COS-PP-202, Sick Leave Due to Coronavirus (COVID-19), was presented to Council members during the March 17, 2020 City Council regular meeting for consideration. The amendment, which Council approved, recommended up to 240 additional sick leave hours for full-time employees for certain Coronavirus (COVID-19)-related absences.

The recommendations for use of the additional sick leave hours coincide with HR 6201, Families First Coronavirus Response Act (FFCRA), which Congress passed and the President signed into law March 18, 2020. The Families First Act has two provisions that are important from an employment perspective:

1. The Emergency Family and Medical Leave Expansion Act (EFMLA), which provides a time-limited expansion of the job protection benefits under the Family and Medical Leave Act (FMLA) and mandates, for the first time, paid leave of up to 10 weeks at not less than two-thirds of an employee's regular rate of pay.
2. The Emergency Paid Sick Leave Act (EPSLA), which requires employers to provide paid sick leave of up to 80 hours to employees for certain COVID-19 related absences. The EPSLA is separate from and independent of the EFMLA and appears to encourage employees to observe the terms of an isolation or quarantine order.

Senior management intended to help reduce some of the stress and uncertainty surrounding this rapidly changing situation by providing employees with more sick leave hours than expected under the FFCRA. Unfortunately, the new law clarifies that an employee's entitlement to, or actual use of, Paid Sick Leave under the EPSLA is in addition to – and shall not in any way diminish, reduce, or eliminate – any other right or benefit, including regarding Paid Sick Leave, to which the employee is entitled under any policy that existed prior to April 1, 2020.

Senior management, therefore, presents to you for consideration an amendment to the COS-PP-202, Sick Leave Due to Coronavirus (COVID-19) amendment that was approved by Council on March 17, 2020. It is our recommendation that the up to 240 additional sick leave hours for full-time employees be revised to up to 160 additional sick leave hours. Employees will also have up to 80 hours available through the EPSLA. Paid leave under this provision would not carryover and would expire December 31, 2020, unless otherwise canceled or extended by Sanford Council.



P.O. Box 3729
Sanford, NC 27331-3729

(919) 777-1110
FAX: (919) 775-8205
Email: hal.hegwer@sanfordnc.net

City of Sanford

Hal Hegwer
City Manager

Date: April 30, 2020
Re: Special Assessment District Financing
To: Sanford City Council
From: Hal Hegwer, City Manager

Criteria Development, LLC, is the developer for both the Laurel Oaks and Galvin's Ridge residential development projects. They have approached City staff about the possibility of the City of Sanford and Criteria utilizing special assessment district financing for their projects. Special assessment district financing is a tool that allows a district to be created that will assess property owners over a specified time a portion of the infrastructure cost for the development. The public infrastructure is financed by issuing debt with the City acting only as a conduit on behalf of the developer. Criteria Development would like to make a presentation at our next Council meeting in order to educate you about their proposal. If the Council is interested in pursuing this endeavor, it will require subsequent meetings, including a public hearing. We will have legal and financial representatives of the City who are familiar with this process on hand to help answer any questions.

Galvin's Ridge & Laurel Oaks Developments

Meeting with the City of Sanford, North Carolina

Special Assessments and Special Assessment
Improvement District
May 5, 2020

Galvin's Ridge Landco, LLC / Laurel Oaks Landco, LLC



Notes:
 1. This plan is conceptual and is subject to change.
 2. This plan is subject to approval by the City of Sanford, NCDOT, and other governing agencies.
 3. This plan utilizes GIS and other record information. Final comprehensive boundary and topographic survey are yet to be completed for this project site.
 4. All streets are minor residential streets unless otherwise labeled.

LEGEND

	EXPRESS LOTS (+/- 479 UNITS)
	TOWNHOMES (+/- 232 UNITS)
	FREEDOM LOTS (+/- 104 UNITS)
	HORTON LOTS (+/- 182 UNITS)
TOTAL	+/- 997 UNITS

AMENITY FEATURES MATRIX

Feature	Neighborhood Park	Active Open Space				
		Mini Park (1)	Dog Park (2)	Sport Courts (1)	Additional Active Space	Trailhead
Benches	R	R	R	R	R	R
Trash Receptacles	R	R	R	R	R	R
Bike Racks	R	R	P	R	P	R
Dog Waste Stations	P	P	R		P	R
Clubhouse (1,500 s.f. minimum)	R					
Tot Lot	R	R			P	
Sports Courts (e. Tennis, Pickleballs, Volleyballs, Etc.)	P	P		R	P	
Picnic Area	R	P	P	P	P	P
Shelter	R	P	P	P	P	P
Fenced Area	P	P	R			
Agility Training Equipment	P	P	R		P	P
Swimming Pool	R					

R= Required, P= Permitted
 Note: Amenity features will include the items noted as required and may include additional features.



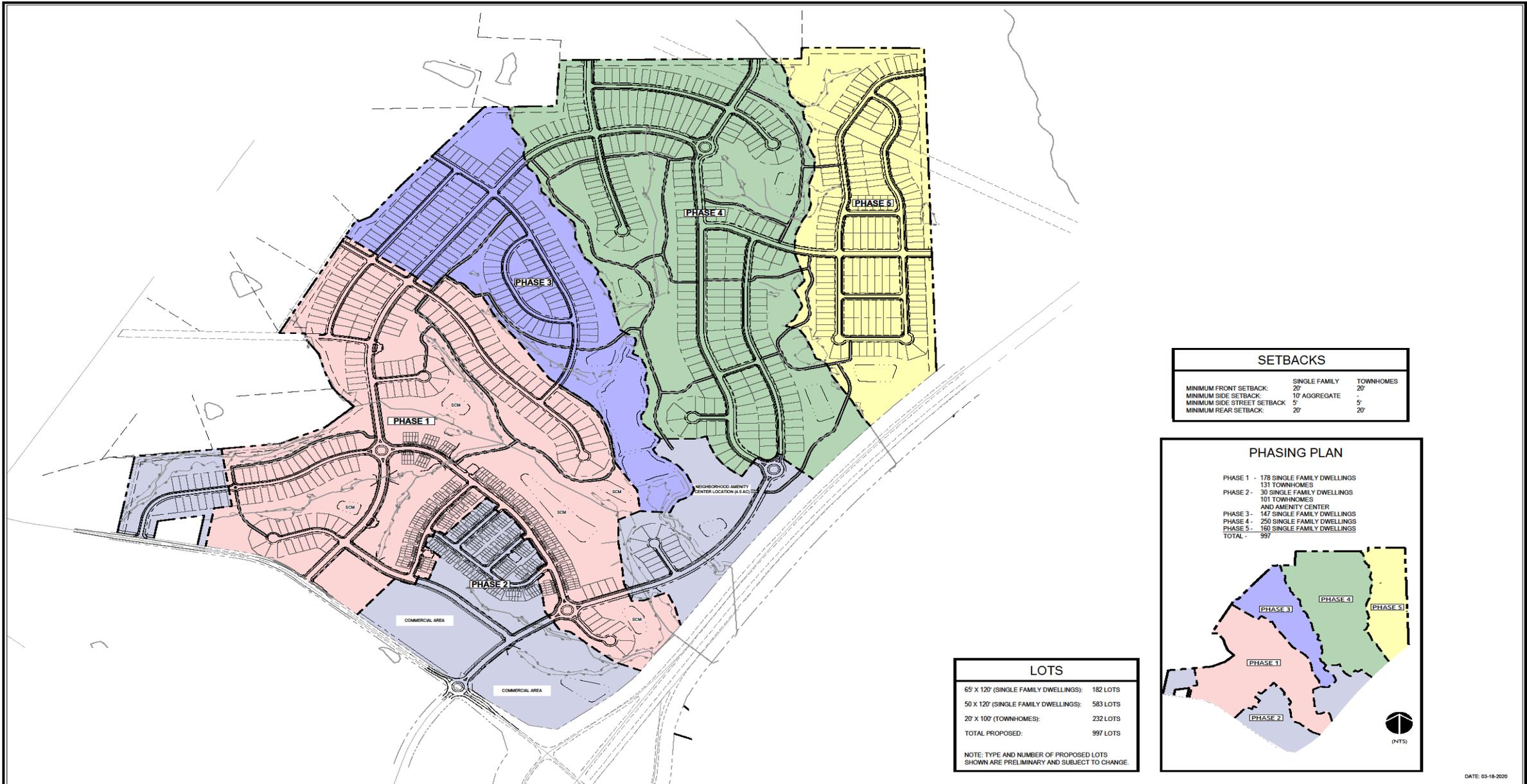
GALVIN'S RIDGE MASTER PLAN

Galvin's Ridge Residential Development Development Overview

The Galvin's Ridge development consists of an assemblage of land, approximately five-hundred thirty-three acres located on Colon Road. The proposed community will provide a mix of single-family and townhome dwellings, commercial parcels and extensive open space and community amenities. The single-family home building program will consist of no less than three distinct home series, the "Express", the "Horton" and the "Freedom" Series. As the community is developed, additional home series may be offered. The inclusion of at least four home types will allow for a range of price points and diversity of housing.

The Galvin's Ridge neighborhood will offer a range of amenities including no less than 3.5 miles of public and private greenways, a neighborhood pool, clubhouse, a tot lot, two (2) dog parks, a sport court, picnic area. The trail system will incorporate benches and waste stations at trail heads and key open spaces. In addition to the greenways every street will have a sidewalk on one or both sides of the street depending on the street designation (refer to plan). Every street has a designated planting strip that will have trees planted an average of every 50 feet on center (50' o.c.). The tree planting requirements for this neighborhood are attached.

The large amenity package provided in this community is intended to provide an active, healthy lifestyle for the residents that promotes a sense of place and interaction among the neighbors.



SETBACKS		
	SINGLE FAMILY	TOWNHOMES
MINIMUM FRONT SETBACK:	20'	20'
MINIMUM SIDE SETBACK:	10' AGGREGATE	-
MINIMUM SIDE STREET SETBACK:	5'	5'
MINIMUM REAR SETBACK:	20'	20'

PHASING PLAN

- PHASE 1 - 178 SINGLE FAMILY DWELLINGS
131 TOWNHOMES
- PHASE 2 - 30 SINGLE FAMILY DWELLINGS
101 TOWNHOMES
AND AMENITY CENTER
- PHASE 3 - 147 SINGLE FAMILY DWELLINGS
- PHASE 4 - 250 SINGLE FAMILY DWELLINGS
- PHASE 5 - 150 SINGLE FAMILY DWELLINGS
- TOTAL - 997

(NTS)

LOTS	
65' X 120' (SINGLE FAMILY DWELLINGS):	182 LOTS
50' X 120' (SINGLE FAMILY DWELLINGS):	583 LOTS
20' X 100' (TOWNHOMES):	232 LOTS
TOTAL PROPOSED:	997 LOTS

NOTE: TYPE AND NUMBER OF PROPOSED LOTS SHOWN ARE PRELIMINARY AND SUBJECT TO CHANGE.



Galvin's Ridge - Phasing Plan
SANFORD, NORTH CAROLINA

03/18/2020 10:01 AM - Civil - Final Development - Galvin's Ridge - Phasing Plan - 20200318.dwg - W. R. 2020 10:01 AM - 10:01 AM - 10:01 AM

Galvin's Ridge Construction Timeline:

Phase I - (178 SF & 131 TH)

Start Date: July 2020 – Finish Date: July 2021

Phase II & III – (177 SF & 101 TH)

Start Date: July 2021 – Finish Date: July 2022

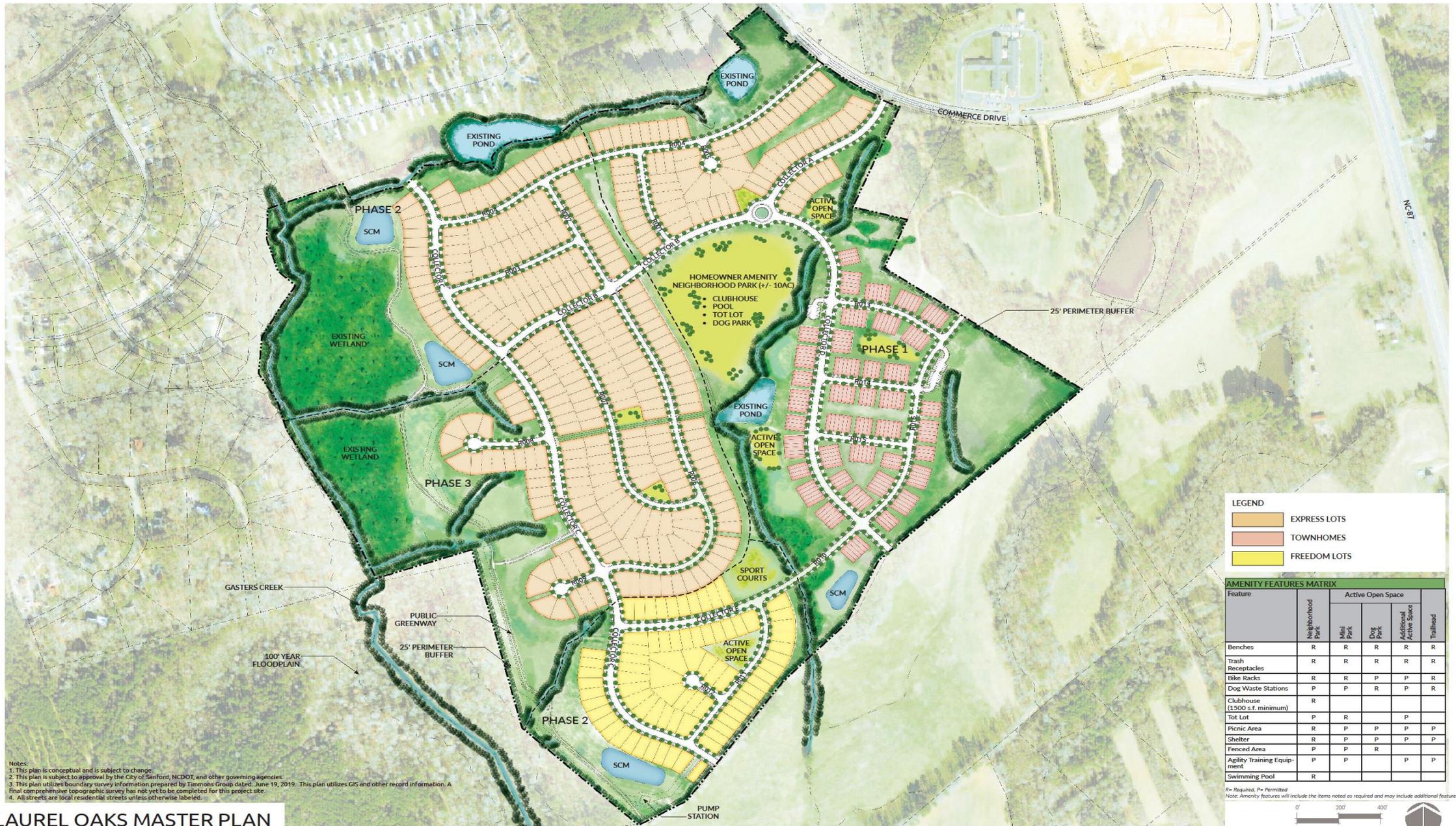
Phase IV – (250 SF)

Start Date: July 2022 – Finish Date: July 2023

Phase V – (160 SF)

Start Date: July 2023 – Finish Date: July 2024

Annual home sales projection: 100 / year



Notes:
 1. This plan is conceptual and is subject to change.
 2. This plan is subject to approval by the City of Sanford, NCDOT, and other governing agencies.
 3. This plan utilizes boundary survey information prepared by Timmies Group dated June 19, 2019. This plan utilizes GIS and other record information. A final comprehensive topographic survey has not yet to be completed for this project site.
 4. All streets are local residential streets unless otherwise labeled.

LEGEND

- EXPRESS LOTS
- TOWNHOMES
- FREEDOM LOTS

AMENITY FEATURES MATRIX

Feature	Neighborhood Park	Active Open Space				Trailhead
		Mini Park	Dog Park	Additional Active Space		
Benches	R	R	R	R	R	R
Trash Receptacles	R	R	R	R	R	R
Bike Racks	R	R	P	P	R	R
Dog Waste Stations	P	P	R	P	R	R
Clubhouse (1500 s.f. minimum)	R					
Tot Lot	P	R		P		
Picnic Area	R	P	P	P	P	P
Shelter	R	P	P	P	P	P
Fenced Area	P	P	R			
Agility Training Equipment	P	P		P	P	
Swimming Pool	R					

R= Required, P= Permitted
 Note: Amenity features will include the items noted as required and may include additional features.



LAUREL OAKS MASTER PLAN

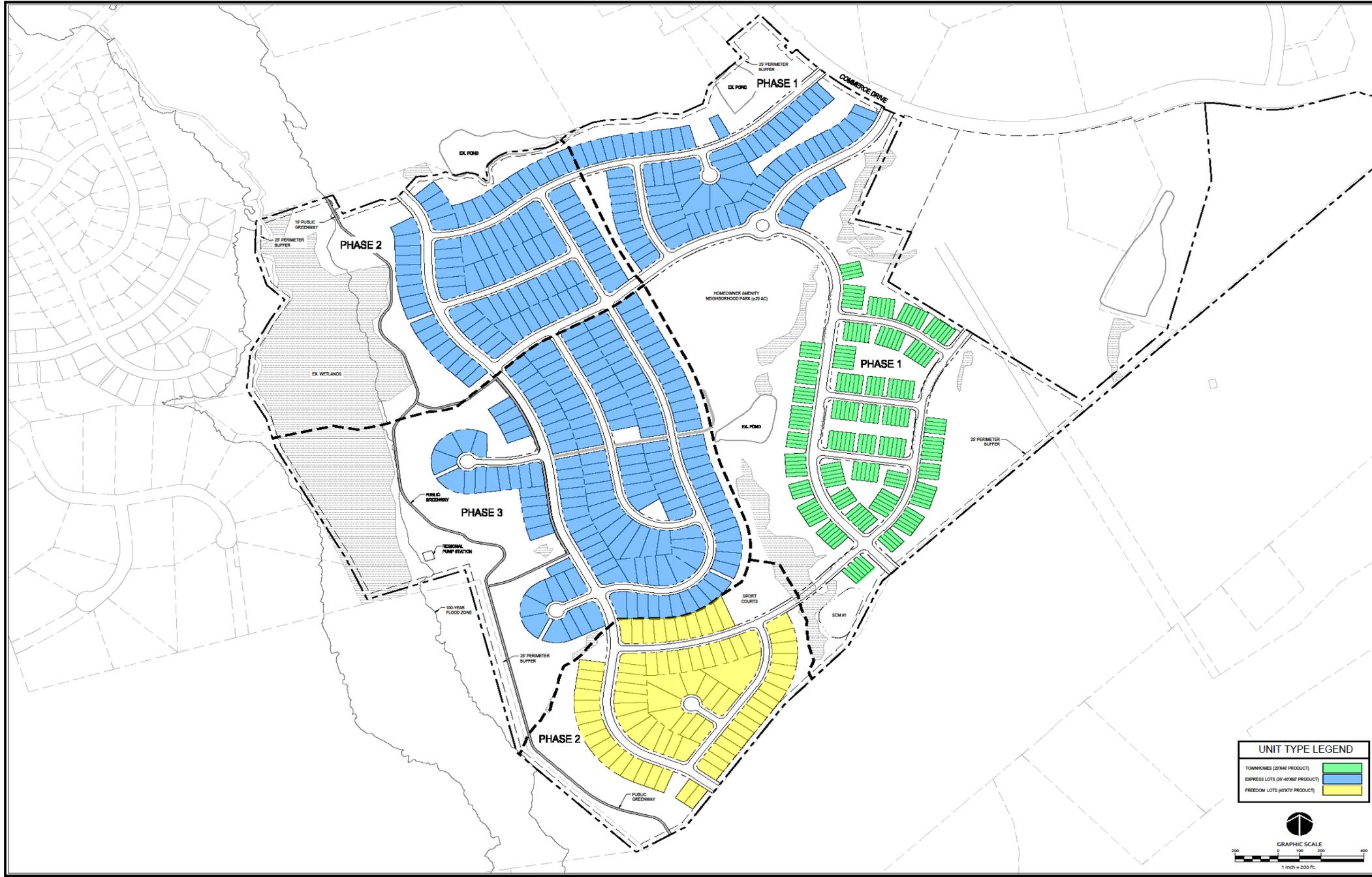
Laurel Oaks Residential Development Development Overview

The Laurel Oaks development consists of an assemblage of land, approximately two-hundred acres in area, and strategically located on Commerce Drive in Sanford, North Carolina. The proposed community will provide a mix of single-family and townhome dwellings along with extensive open space and community amenities. The single-family home building program will consist of no less than two distinct home series, the “Express” and the “Freedom” Series. As the community is developed, additional home series may be offered. The inclusion of at least three home types will allow for a range of price points and diversity of housing.

The Laurel Oaks neighborhood will offer a range of amenities including no less than one mile of public and private greenways, a neighborhood pool, clubhouse, tot lot, dog park, sport court and picnic area. The trail system will incorporate benches and pet-waste stations at trail heads and key open space locations. The public portion of the greenway will meander along the natural features present on the western boundary of the property. Cross access will be provided to allow for future connections to a regional greenway system. In addition to the greenway system every street will have a sidewalk on at one side of the street. Every street has a designated planting strip with street trees planted at an average rate of fifty feet on center (50’ o.c.). The street tree planting requirements for this neighborhood are attached.

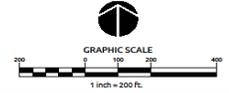
The large amenity area in the Laurel Oaks community will provide the opportunity for an active, healthy lifestyle for the residents, promote a sense of place, and encourage interaction among the residents.

Revisions



UNIT TYPE LEGEND

TOWNHOMES (20'x46' PRODUCT)	
EXPRESS LOTS (27'-42'x60' PRODUCT)	
FREEDOM LOTS (40'x70' PRODUCT)	



ALL RIGHTS RESERVED. THIS PLAN IS THE PROPERTY OF WITHERSRAVENEL ENGINEERS, PLANNERS & SURVEYORS. IT IS TO BE USED ONLY FOR THE PROJECT AND SITE SPECIFICALLY IDENTIFIED HEREIN. ANY REUSE OR MODIFICATION OF THIS PLAN WITHOUT THE WRITTEN CONSENT OF WITHERSRAVENEL ENGINEERS, PLANNERS & SURVEYORS IS STRICTLY PROHIBITED.

Laurel Oaks Construction Timeline:

Phase I – (78 SF & 214 TH)

Start Date: July 2020 – Finish Date: July 2021

Phase II – (170 SF)

Start Date: July 2021 – Finish Date: July 2022

Phase III – (162 SF)

Start Date: July 2022 – Finish Date: July 2023

Annual home sales projection: 100 / year



Special Assessment Improvement District

Authorization

- Statutory framework built out in last 10+ years allows special assessments to be imposed on benefited property in the District and either used to pay for infrastructure or used to secure revenue bonds, the proceeds of which pay for such infrastructure
- Tool to provide financing for critical development infrastructure (roads, water, sewer, stormwater) in the District
- Infrastructure financed must be owned by a public entity
- Special assessments are lien on the property assessed superior to all liens except the lien for taxes



Special Assessment Improvement District

SAID Revenue Bonds

- SAID Bonds are issued by City and secured solely by and payable solely from revenues generated from special assessments
- SAID Bond proceeds used to finance public improvements/projects
- Not a general obligation pledge or pledge of revenues of utility system or any other revenues of the City



Special Assessment Improvement District

Bond Issuance Process

- Landowner(s) submit Petition to City to create the District
- Petition includes project description, estimate of costs and estimate of costs to be paid from special assessments
- Petition to be signed by majority of landowners to be assessed as well as owners of at least 66% of assessed value of all real property
- City Council receives Petition and adopts a preliminary assessment resolution satisfying statutory requirements
- City Council holds public hearing at least three weeks later
- Final assessment resolution adopted by City Council not earlier than 10 days after public hearing



Special Assessment Improvement District

Bond Issuance Process (continued)

- Preliminary assessment roll prepared and filed with City Clerk, public hearing held with notice given prior to such meeting, and City Council then confirms assessment roll
- Upon confirmation, special assessments become a lien
- City and LGC adopt approving resolution
- Revenue bond process runs parallel to the above process so that when City and LGC give final approval, bonds can be offered and sold
- City and Developer enter into Implementation/Infrastructure Purchase Agreement to provide for construction and acquisition of infrastructure financed with SAID Bond proceeds



Special Assessment Improvement District

Administration of District

- Typically outsourced to a third-party service provider (Assessment Consultant or Administrator)
- Fees of Administrator and any out of pocket administrative or related costs of District are built into special assessments and thereby paid by property owners in District, not City
- City and County enter into Intergovernmental Agreement to provide for collection of special assessments as line item on tax bills, with County's costs or fees built into special assessments, so no cost to City



Advantages and Risks

Advantages to City

- 1) SAID Bonds allow for infrastructure and development to be installed in the District at no cost to City
- 2) Provides certainty to residents that critical infrastructure for entire community is in place at front end of development
- 3) Property outside of the District is not impacted
- 4) No liability to City
- 5) No impact on City's debt rating or debt limit
- 6) No recourse to City in Event of Default

Advantages to Developer

- 1) Allows for low-interest, long-term financing of critical infrastructure
- 2) Allows for earlier completion of projects, which reduces risk and increases chance for success



Advantages and Risks

Advantages to Homeowners

- 1) Higher quality development and higher amenity levels for homeowners
- 2) Installment payments of special assessments don't fluctuate and can be prepaid early



Advantages and Risks

Risks to City

- 1) Because City is issuer of SAID Bonds, if default occurs, resolution or workout may require staff and/or elected official time, but primary burden falls on Administrator of District and SAID Bond Trustee, mitigating this risk

SOURCES OF FINANCING:

- **Developer Equity of Project Costs Spent to Date**
- **Future Developer Equity for Phase I Infrastructure**
- **Builder Earnest Money Deposit**
- **Seller Financing**
- **Bonds**

Estimated Public Improvements Costs

Description	Cost
<i>Public Streets:</i>	
Public Streets	\$9,789,696
<i>Total Public Streets</i>	\$9,789,696
<i>Utilities :</i>	
Public Sanitary Sewer System	\$8,158,080
Public Stormwater System	4,894,848
Public Water System	3,263,232
Public Electrical Systems and Telecommunications	815,808
Utilities Testing and Repairs	884,094
<i>Total Utilities</i>	\$18,016,062
<i>Other Construction Costs</i>	
Erosion Control, Geotech and Staking	\$ 625,013
Mass Grading and Fine Grading	4,568,524
<i>Total Other Construction Costs</i>	\$5,193,537
Public Improvements Total	\$32,999,295
Portion of Public Improvements Total to be Paid from Bond Proceeds	\$21,928,300
Bond Financed Portion as % of Public Improvements Total	66.451%
Expected Par Amount of Bond	\$30,190,000



QUESTIONS?

vicki.cannady@sanfordnc.net

From: noreply@civicplus.com
Sent: Thursday, April 16, 2020 5:49 PM
To: vicki.cannady@sanfordnc.net
Subject: Online Form Submittal: Boards & Commissions Application

Boards & Commissions Application

If you have any questions, please call City Clerk Bonnie Davis at 919-777-1111.

First Name of Applicant	Tommy
Last Name of Applicant	Brickle
Address	1505 Brentwood Place
City	Sanford
State	NC
Zip Code	27330
Daytime Phone	803 747 6745
Evening Phone	803 747 6745
Marital Status	Married
Spouse's Name	Julia Stretton
Email	tommy@thebrickles.net
Registered Voter in Ward	Ward 1

I Wish to Be Considered for Appointment to the Following Board / Commission / Committee

Planning Board

List Any Experience / Qualifications You Have Relevant to the Above Board / Commission / Committee

In all the towns that we have lived in, I have volunteered to help with any activity to improve the city and community. Most recently, I completed the Community emergency response team (CERT) training. I also started attending the Sanford Citizen's Academy to learn more about our town and government until it was suspended due to the virus. I am looking forward to completing this once life gets back to normal.

I also served as president of my condo association for two years in Winston-Salem NC. I enjoy being an active member of my community and being a part of the solution.

List Below Your Second Choice Board / Commission / Committee, if Applicable

ABC Board

List Any Experience/Qualifications You Have Relevant to the Second Preference

Field not completed.

I Certify That All of the Information Contained in This Application is True to the Best of My Knowledge.

Tommy D Brickle

Date

4/16/2020

Email not displaying correctly? [View it in your browser.](#)

vicki.cannady@sanfordnc.net

From: noreply@civicplus.com
Sent: Sunday, April 19, 2020 12:57 PM
To: vicki.cannady@sanfordnc.net
Subject: Online Form Submittal: Boards & Commissions Application

Boards & Commissions Application

If you have any questions, please call City Clerk Bonnie Davis at 919-777-1111.

First Name of Applicant	Laurie
Last Name of Applicant	Conaty
Address	1717 Owls Nest Rd
City	Sanford
State	North Carolina
Zip Code	27330-7003
Daytime Phone	919-77578894
Evening Phone	919-774-1235
Marital Status	Married
Spouse's Name	Pete Conaty
Email	makeitwork@laurieconaty.com
Registered Voter in Ward	Ward 1
I Wish to Be Considered for Appointment to the Following Board / Commission / Committee	Opioid Commission
List Any Experience / Qualifications You Have Relevant to the Above Board / Commission / Committee	I am a concerned citizen first and foremost and I am also a licensed mental health and substance use disorder treatment professional. I have both commitment to addressing this issue and ideas, based in best practice, about ways to approach this. I'd like to give back to my community with this knowledge base--I have sadly seen the impact both personally and professionally and simply want to help.

List Below Your Second
Choice Board / Commission
/ Committee, if Applicable

Field not completed.

List Any
Experience/Qualifications
You Have Relevant to the
Second Preference

Field not completed.

I Certify That All of the
Information Contained in
This Application is True to
the Best of My Knowledge.

Laurie Conaty

Date

4/19/2020

Email not displaying correctly? [View it in your browser.](#)



P.O. Box 3729
Sanford, NC 27331-3729

City of Sanford

(919) 777-1105
FAX: (919) 718-6569
Email: susan.patterson@sanfordnc.net

Susan C. Patterson
City Attorney

MEMORANDUM

TO: Mayor and Council Members
City Manager

FROM: Susan C. Patterson, City Attorney *SCP*

DATE: April 29, 2020

SUBJECT: Occupancy Tax Modification Due to COVID-19

We have received a request from a hotelier to (1) waive remittance of the hotel and motel occupancy tax for the next four months and (2) to reimburse the occupancy tax remitted since January 2020 as a one time grant, due to losses during COVID-19.

The occupancy tax is levied for a fiscal year – July 1 – June 30 in accordance with NCGS 160A-215. Thus, any decision to collect or not collect the tax would be effective beginning July 1. Since the levy is currently through June 30, 2020, it would not be possible to waive remittance of the tax for the next four months. Council could decide not to levy the tax for the next fiscal year, provided, that the required public hearings could be held and a modification enacted prior to July 1, 2020. Furthermore, the occupancy tax is collected from the occupant and is remitted to the tax office, with the hotelier simply acting as a pass through. It seems that not remitting the tax doesn't add anything to the hotelier's revenue.

A grant program geared toward one industry or a select business would violate the North Carolina Constitution's prohibition on exclusive emoluments (gift of public property to private entities). (see NC Constitution Article I Sec. 32) Expenditures by local governments and contractual payments to private entities must serve a public purpose. (see NC Constitution Article V Sec. 2) Other businesses with COVID losses, (i.e. restaurants, bars) may also need assistance. According to UNC-SOG's Tyler Mulligan, a city might engage in an emergency loan program to assist downtown merchants, or other businesses in a disaster zone that have suffered substantial damage due to the disaster, etc. These type loans are complicated and cannot be forgiven. It would require the city to act like a bank and compete with conventional banks, and there is case law warning against engaging in private business, but it can be done. However, the request was not for a loan program.

April 20, 2020

Lee County, Tourism Development Authority,
Sanford NC, 27330

Dear Mrs. Bryan,

I operate the Holiday Inn Express at 2110 Dalrymple Street, Sanford, NC. Prior to the COVID-19 pandemic, which has had a devastating effect on my hotel, we employed 20 citizens and taxpayers who are on verge of losing their employment or already has due to economic meltdown caused by travel ban, in view of the Pandemic.

My hotel has always supported this community as a driver of revenue, employment and local business activity. Additionally, regarding taxes, I have always paid them as a responsible businessperson. I recognize the need to support our local commerce, infrastructure and local community activities, for which we have actively participated since opening of our Hotel. Noting the terrible impact COVID-19 has had on the hospitality industry and my hotel, I am respectfully requesting that you waive the remittance of **Hotel and Motel Occupancy Tax** for the period of 4 months starting from April 2020. Reimbursing this tax will help ensure the long-term health and sustainability of the area's diverse lodging community. It will allow our hotels to maintain operations, even if at a reduced capacity, that will enable us to employ associates. Their employment is a benefit to the community, in that it reduces the number of those seeking unemployment benefits – allowing others to take advantage of a system already stressed by the ever-increasing number of unemployed who are in desperate need of financial assistance. In addition we further request that the Occupancy Tax which our Hotel has remitted since January 2020, be reimbursed back to hotel as part of a Grant, in view of colossal financial losses this hotel has undergone. At this hour we need your assistance to keep our heads above water. Just as importantly, timely reimbursement and waiving this tax for next few months during the crisis will allow our business to continue to remain open in spite of economic meltdown caused by COVID-19.

My request is simple, please waive the remittance of **Hotel and Motel Occupancy Tax** for next 4 months and reimburse the Occupancy tax remitted by this Hotel since January 2020, as one time grant.

As a hotelier who wants to be a part of our business community for years to come, I am available to answer any questions at the following telephone number and email address:

Telephone: 910-308-9110

Email Address: angie.minnick@eastcoasthospitality.net

Sincerely,

Angela Minnick



P.O. Box 3729
Sanford, NC 27331-3729

(919) 777-1110
FAX: (919) 775-8205
Email: hal.hegwer@sanfordnc.net

City of Sanford

Hal Hegwer
City Manager

Date: May 1, 2020

Re: Requests for Four Way Stop and Speed Limit Reduction

To: Sanford City Council

From: Hal Hegwer, City Manager

The requests for a four way stop on Windmill Drive and Lord Ashley Drive and the speed limit reduction in the West Sanford area are from Council member Post out of concerns he has fielded from these areas.

**AN ORDINANCE TO ERECT STOP SIGNS
WITHIN THE CITY OF SANFORD
CHAPTER 36, TRAFFIC CODE OF ORDINANCES**

BE IT ORDAINED by the City Council of the City of Sanford, North Carolina:

SECTION 1: In accordance with Chapter 36, Section 36.33, Traffic Code of Sanford Code of Ordinances, City of Sanford, North Carolina, stop signs shall be erected at the following intersections:

On Windmill Drive at the intersection with Lord Ashley Drive, in both directions, in conjunction with the existing stop signs on Lord Ashley Drive, thereby making this a four way stop intersection.

Motor vehicles shall be required to stop before entering thereat.

SECTION 2: This ordinance shall be in full force and effect from and after the date of its adoption.

SECTION 3: All laws and ordinances in conflict with this ordinance are hereby repealed.

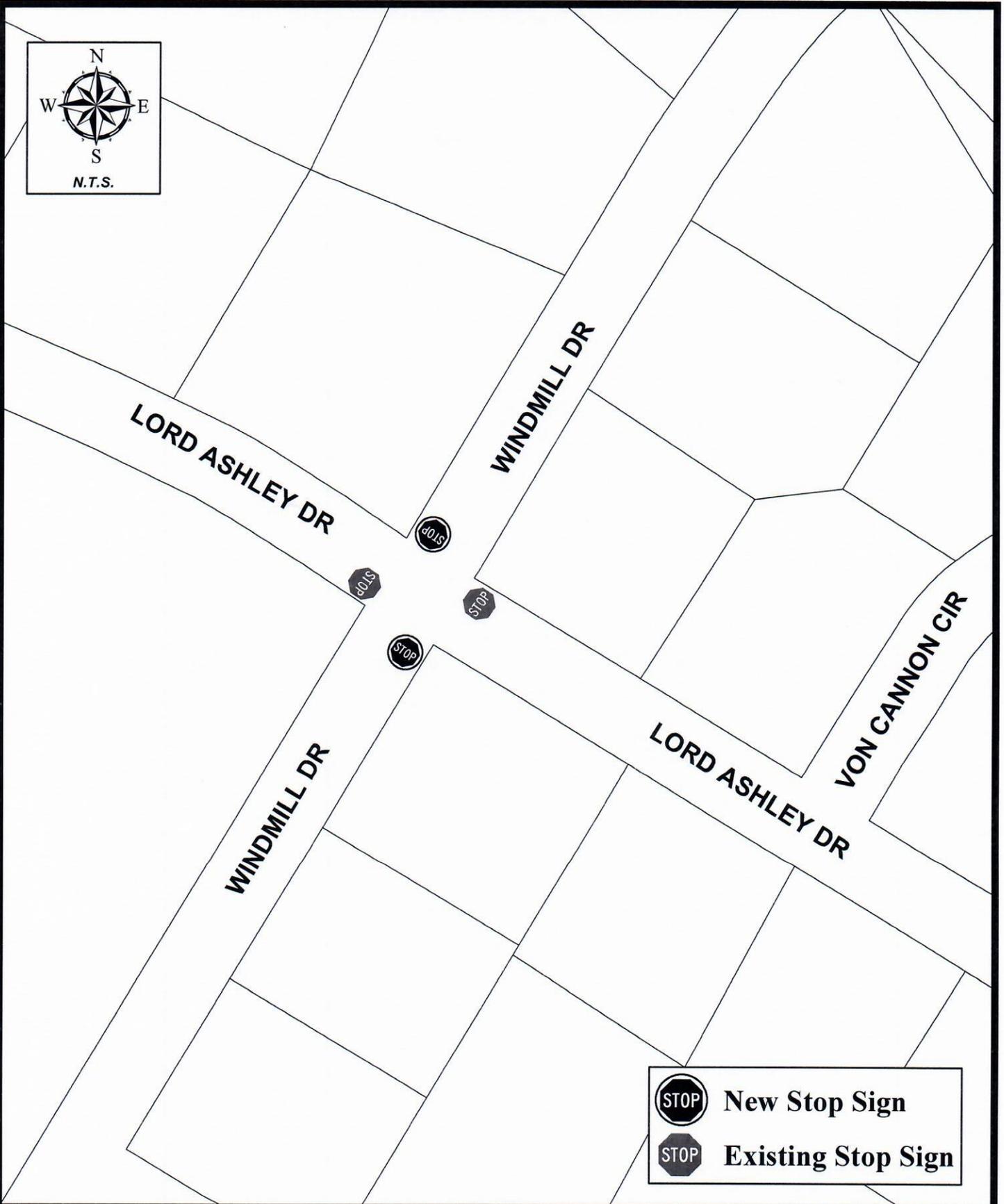
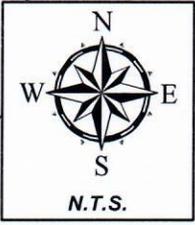
ADOPTED this 5th day of May 2020.

T. CHET MANN, MAYOR

ATTEST:

VICKI CANNADY, DEPUTY CITY CLERK

SUSAN C. PATTERSON, CITY ATTORNEY



	New Stop Sign
	Existing Stop Sign



**Stop Sign Locations
Intersection of Lord Ashley Dr and Windmill Dr
in both directions**

Date: 05/01/2020
Scale: Not to Scale
Drawn By: Staff

**ORDINANCE ESTABLISHING SPEED LIMIT ON VARIOUS ROADS
WITHIN WEST SANFORD AREA IN THE CITY LIMITS OF SANFORD**

WHEREAS, in accordance with N.C.G.S. §20-141(b), the current speed limit in the West Sanford area as shown on the attached map is 35 mph; and,

WHEREAS, the City of Sanford intends to establish a speed limit for the streets in the area shown on the attached map and listed below at 25 mph and to erect signs giving notice of the authorized speed limit; and

WHEREAS, N.C.G.S. §20-141(e) authorizes local authorities within their respective jurisdiction by ordinance to set higher or lower speeds than that set forth in N.C.G.S. §20-141(b).

NOW, THEREFORE, BE IT ORDAINED by the SANFORD CITY COUNCIL that:

1. The Sanford City Council declares that the speed limit on the following City Streets, as shown on the attached map, is hereby set at 25 mph:

Ashford Circle
Botany Woods Drive
Brentwood Place
Briarcliff Drive
Brookwood Trail
Columbine Road
Cranberry Lane
Crepe Myrtle Drive
Gormly Circle
Hermitage Road
Holiday Road
Jasany Drive
Keats Road
Lakeland Drive
Landor Circle
Larkspur Drive
Laurel Drive
Lord Ashley Drive
Lynwood Circle
Par Drive
Paul Street
Periwinkle Road
Pine Knoll Drive
Rockwood Drive
Shannon Drive
Sourwood Circle
Stoneridge Drive

Tomberlin Road
 Valley Road- from Cool Springs Road to Wilkins Drive
 Vantage Point
 Von Canon Circle
 Westwood Drive
 Wilshire Court
 Windmill Drive
 Windsong Drive
 Wintergreen Road
 Wolftrap Place
 Woodburn Circle
 York Place

2. Staff is hereby directed to erect appropriate signs giving notice of the established speed limit.
3. This ordinance shall become effective when the signs giving notice of the authorized speed limit are erected.

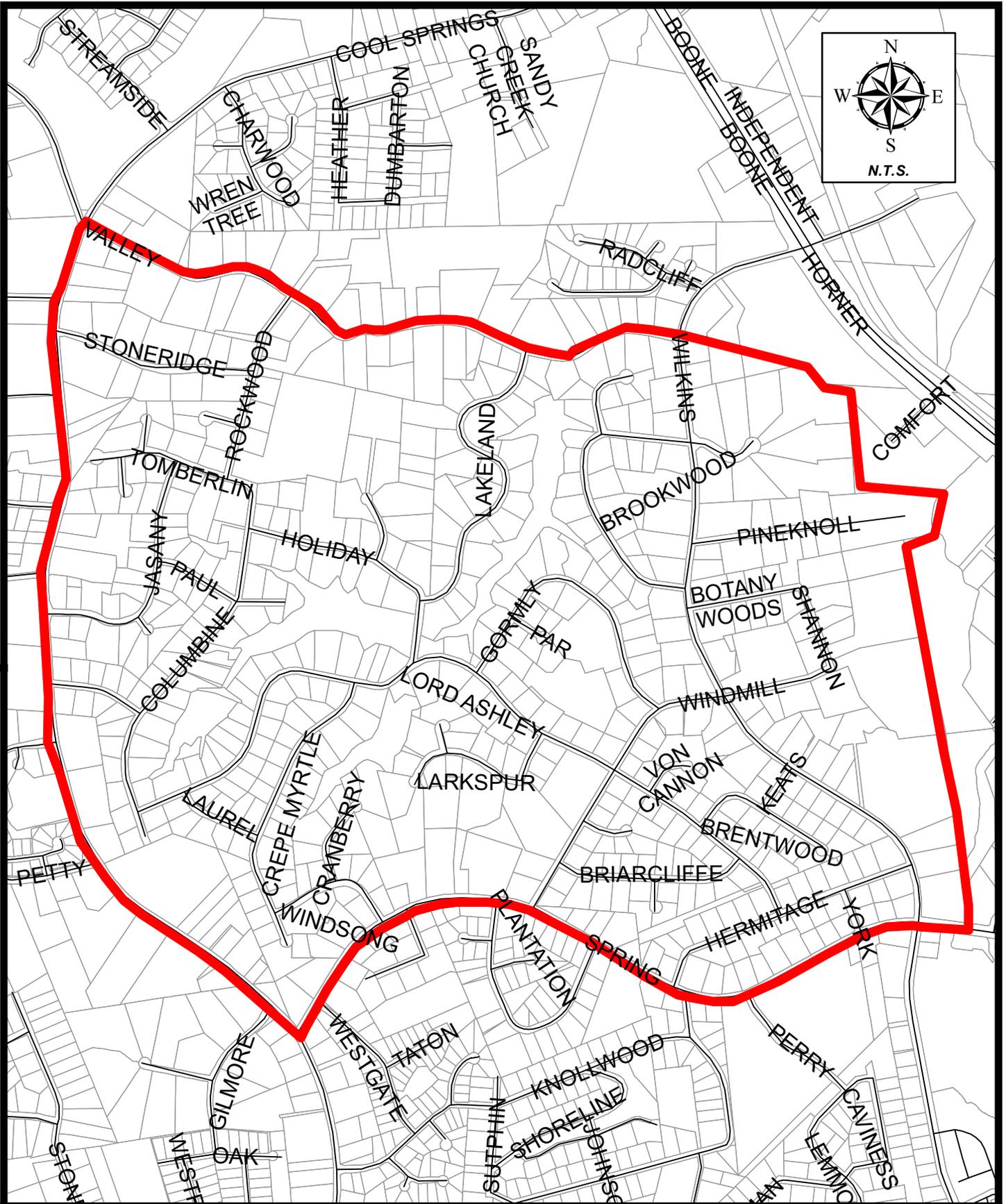
ADOPTED this 5th day of May, 2020.

T. Chet Mann, Mayor

ATTEST:

Vicki R. Cannady, Deputy City Clerk

Susan C. Patterson, City Attorney



Speed Limit Reduction

Date: 05/01/2020

Scale: Not to Scale

Drawn By: Staff