

Dunn City Council

Work Session

Tuesday, April 8, 2025

Minutes

PRESENT: Mayor William P. Elmore Jr., Mayor Pro Tem J. Wesley Sills, Council Members April Gaulden, Raquel McNeil, Billy N. Tart, Alan Hargis, and Dr. David L. Bradham.

Also present: City Manager Steven Neuschafer, Assistant City Manager Billy R. Godwin, Finance Director Cary McNallan, Chief of Police Cary Jackson, Human Resources Director Connie Jernigan, Administrative Support Specialist Sydney McKoy, City Attorney Tilghman Pope, and City Clerk Melissa R. Matti.

CALL TO ORDER AND INVOCATION

Mayor Elmore called the meeting to order at 6:30 p.m. Council Member Tart gave the invocation and led in the Pledge of Allegiance.

ADJUSTMENT AND APPROVAL OF THE APRIL 8, 2025 MEETING AGENDA

Mayor William Elmore asked if there were any changes needed to the meeting agenda. Hearing none, he entertained a motion to approve the agenda.

Motion by Council Member Tart to approve the agenda, seconded by Council Member Gaulden. Motion carried unanimously.

PRESENTATIONS

Mark Crews

Finished Works, Inc.

Mark Crews introduced himself as the owner of Finished Works Incorporated, a video production company with 21 years of experience in North Carolina. He explained his company's focus on helping municipalities improve their communication efforts and tell their stories.

Mr. Crews presented three (3) different service packages his company could provide, including monthly newsletters, meeting posts, recruitment videos, local business promotions, holiday scheduling announcements, PSAs, and general brand messaging. He shared examples of successful social media campaigns and event coverage his company had done for other municipalities.

Mr. Crews outlined the process for working with the city, including a discovery phase, execution of content creation, and measurement of results. He provided pricing options ranging from \$3,000 to \$5,000 per month based on hours of work.

Council members asked questions about specific services, pricing structure, and how Mr. Crews' company compared to other options. There was discussion about the potential benefits and costs of hiring Finished Works. No formal action was taken, but Mayor Elmore indicated staff would follow up to discuss options further. *A copy of the presentation is incorporated into these minutes as Attachment #1.*

CONSENT ITEMS

- Approve Revisions to 1-28-25 Minutes – 301 South Tank Motion
- Temporary Street Closing – Friends Fighting Cancer
- Harnett County Fire Inspection Contract – *A copy of the Harnett County Fire Inspection Contract is incorporated into these minutes as Attachment #2.*
- Set Special Call Meeting – Budget Work Session – April 22, 2025 at 5 p.m.

Motion by Mayor Pro Tem Sills and second by Council Member Gaulden to approve all consent items. Motion unanimously approved.

ITEMS FOR DISCUSSION AND/OR DECISION

Eastside Pumpstation

Bond Anticipation Note

Loan Approval

Finance Director Cary McNallan presented information on the East Side Pump Station financing. He explained that after sending out requests for proposals, three banks had responded with bids for a temporary 2-year financing deal for \$8.6 million to cover the construction period. PNC Bank offered the lowest interest rate at 3.58%.

Mr. McNallan noted that the Local Government Commission had approved the financing plan. He provided details on the budget impact, stating the interest costs would be \$308,000 per year for two years. After that, the city would transition to a USDA loan with annual payments of \$322,000.

Council members asked questions about the bidding process, interest rates, and potential risks if USDA funding was not available in two years. Mr. McNallan and City Manager Neuschafer addressed these concerns.

Motion by Mayor Pro Tem Sills to approve the attached Supplemental Order Authorizing the Issuance of \$8,626,000 Water and Sewer System Revenue Bonds and the attached Resolution Approving the Sale and Issuance of \$8,626,000 Water and Sewer System Revenue Bond Anticipation Note Series 2025. Seconded by Council Member Gaulden. Motion carried unanimously. A copy of the Resolution Approving the Sale and Issuance of \$8,626,000 Water & Sewer System Revenue Bond Anticipation Note Series 2025 (R2025-18) is incorporated into these minutes as Attachment #3)

Voluntary Annexation Petition ANX-03-25

US 301 N-Jernigan Rd

University Storage, LLC

City Manager, Steve Neuschafer presented a petition requesting voluntary non-contiguous annexation of approximately 3.5-4 acres of property located on US 301 North to be used for mini storage. He noted this was step 1 of a 3-step process and required a motion to adopt a resolution directing the clerk to investigate the petition.

Motion by Council Member Hargis to adopt the Resolution Directing the City Clerk to Investigate the Voluntary Annexation Petition ANX-03-25 as presented. Seconded by Council Member Tart. Motion carried unanimously. A copy of the Resolution Directing the City Clerk to Investigate the Voluntary Annexation Petition ANX-03-25 (R2025-19) is incorporated into these minutes as Attachment #4.

Consideration of Street Closing Policy

Assistant City Manager, Billy Godwin presented an update on the draft street closure policy. He reported on discussions with the League of Municipalities regarding liability and risk management concerns. Key points included:

- The League had no issues with the language of the draft policy itself.
- They emphasized the need for well-established protocols for street closures, including proper barricades, signage, and monitoring.
- The city's insurance does not cover event sponsors, vendors, or inflatable attractions.
- The League recommended the city handle placement, monitoring, and removal of barricades rather than relying on event organizers.

Council members discussed implications for staffing, costs, and logistics of implementing the League's recommendations. There were questions about notification requirements for affected residents and businesses.

Mr. Godwin clarified this was an informational update and no formal action was needed yet. Mayor Elmore asked council members to review the draft policy and provide any feedback before it comes back for consideration in 30-60 days.

Consider Approval of Final Plat Avery Chase

City Manager, Steve Neuschafer presented a request for final plat approval for Phase 2 of Avery Chase subdivision, consisting of 31 individual lots. He explained that while some punch list items remained incomplete, the developer was requesting conditional approval to allow lot sales to proceed.

Mr. Neuschafer noted that if improvements were not finished, the city could accept a performance bond at 125% of estimated costs to secure completion. He confirmed that all major infrastructure including water, sewer and stormwater systems were installed and operational.

Motion by Mayor Pro Tem Sills to authorize approval of the final plat for Avery Chase Subdivision, Phase II once items are completed or performance bond has been secured. Seconded by Council Member Hargis. Motion carried unanimously.

**Consider approval of Final Plat
Stout Cottages**

City Manager, Steve Neuschafer presented a similar request for final plat approval for Stout Cottages Subdivision, consisting of 26 residential lots. He noted this development was further along in completion, with only minor punch list items remaining.

Mr. Neuschafer confirmed that infrastructure was in place and inspected, including the stormwater pond. He anticipated the developer would likely complete the remaining items rather than post a bond.

Motion by Mayor Pro Tem Sills to authorize approval of final plat for Stout Cottages Subdivision once items are completed or performance bonds have been secured. Seconded by Council Member Hargis. Motion carried unanimously.

Rezoning Request RZ-25-01

110 S. Layton Avenue

City Manager Steve Neuschafer presented a rezoning request to change 110 S. Layton Avenue from R-10 single family residential to O&I (Office and Institutional). He noted the Planning Board had voted unanimously to approve the rezoning.

Mr. Neuschafer explained the property was previously used as a halfway house, but funding had ended. The owners were seeking rezoning to allow for office use. He confirmed that surrounding properties were already zoned O&I except for one house to the west.

Council members asked for clarification on allowed uses in the O&I zone. There was brief discussion about the trend toward more office space in the city. No formal action was taken, as this item will come back for a public hearing and vote at the next regular meeting.

Conditional Zoning CZ-25-01

Juniper Creek – S Powell Ave.

City Manager, Steve Neuschafer presented a conditional zoning request to rezone property on South Powell Avenue from a mix of O&I and RM (Residential Multifamily) to all RM. He explained this would allow the applicant to then seek a Special Use Permit for apartments.

The proposed development would include 64 units on approximately 7 acres. Mr. Neuschafer noted the Planning Board had voted unanimously to deny the request.

Council members expressed concerns about the traffic impacts on South Powell Avenue and potential opposition from neighboring businesses. They requested more information on the Planning Board's reasoning for denial before the public hearing. No formal action was taken at this meeting.

Conditional Zoning CZ-25-03

800 N Fayetteville Ave

Iron brook Apartments

City Manager, Steve Neuschafer presented a Conditional Zoning Request to rezone 4.5 acres at 800 N Fayetteville Avenue from R-10 to RM-CZD (Residential Multifamily Conditional Zoning District). The proposed development would include 60 apartment units in 3-story buildings.

Mr. Neuschafer noted the Planning Board had voted 6-1 to oppose the request. Council members raised concerns about noise from the adjacent railroad, impacts on neighboring single-family homes, and whether residential was the best use for the property given its industrial surroundings.

There was also discussion about existing drainage issues on the site and how development might impact or resolve those problems. No formal action was taken, as this item will come back for a public hearing at the next meeting.

Conditional Zoning CZ-25-02
Revised Conditional Zoning
Susan Tart Homes

City Manager, Steve Neuschafer presented a revised Conditional Zoning Request for the Susan Tart Homes development. He explained the original plan for 35 townhomes and a commercial section had been modified due to wetlands issues discovered during further engineering work.

The new proposal reduces the number of townhomes to 22 and reconfigures the layout, placing the commercial area at the rear of the property. Access to the commercial space would now route through the residential area.

Mr. Neuschafer noted the Planning Board had unanimously approved the modifications. Council members generally viewed the changes favorably, though there were questions about the commercial access. No formal action was taken, as this will come back for a public hearing and vote at the next meeting.

Announcements

Mayor Elmore announced upcoming events and activities.

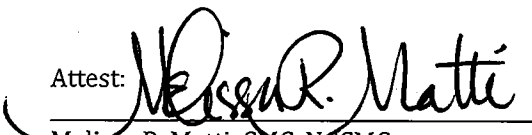
Closed Session – [N.C.G.S. 143-318.11(a)(5)] To establish or instruct the staff or agent concerning the negotiation of the price and terms of a contract concerning the acquisition of real property...

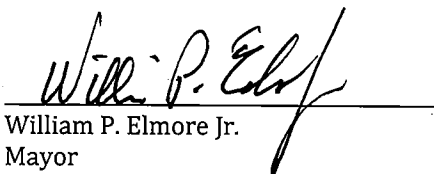
Motion by Council Member Hargis to enter closed session to discuss the negotiation of acquisition of real estate, seconded by Council Member Gaulden at 8:20 p.m. Motion carried unanimously.

Adjournment

The meeting was adjourned at 9:10 p.m.

Attest:


Melissa R. Matti, CMC, NCCMC
City Clerk


William P. Elmore Jr.
Mayor

