

**MINUTES
CITY OF DUNN
DUNN, NORTH CAROLINA**

The City Council of the City of Dunn held a Regular Meeting on Tuesday, February 5, 2019, at 7:00 p.m. in the Dunn Municipal Building. Present was Mayor Oscar N. Harris, Mayor Pro Tem Frank McLean, Council Members Buddy Maness, Dr. Gwen McNeill, Billy Tart, Chuck Turnage and Dr. David L. Bradham.

Also present was City Manager Steven Neuschafer, Assistant to the City Manager Mathew Boone, Public Utilities Director Heather Adams, Interim Public Works Director Vince Washington, Chief Building Inspector Steven King, Chief of Police Chuck West, Parks and Recreation Director Brian McNeill, Human Resources Director Anne Thompson, Librarian Mike Williams, Community Planner Tasha McDowell, Attorney Tilghman Pope, and City Clerk Tammy Williams. Also present were Guests recognized by Mayor Harris: Lisa Farmer with The Daily Record and Eric Sinclair, Chairman of the Dunn Housing Authority.

INVOCATION

Mayor Harris opened the meeting at 7:00 p.m. and Reverend Jason Williams, Pastor at Hood Memorial Christian Church gave the invocation. Afterwards, the Pledge of Allegiance was recited.

AGENDA ADJUSTMENT AND APPROVAL

Motion by Council Member Turnage and seconded by Council Member Bradham to adopt the February 5, 2019 meeting agenda as presented. **Motion unanimously approved.**

PRESENTATIONS:

Proclamation Honoring the 5th Anniversary of the District 11A Veterans Treatment Court

Mayor Harris presented a Proclamation, from the City of Dunn and local Veterans organizations, to acknowledge the contributions and to celebrate the Fifth Anniversary of the District 11A Veterans Treatment Court located in Harnett County. Veterans Organizations included on the Proclamation:

American Legion Post 59 represented by Commander Oscar N. Harris, Past State Commander Eric Sinclair, Scott Jackson, Adjutant, Brenda Page, Cindy Godwin, Sherrill Bass and Shirley Sinclair; Veterans of Foreign Wars Post 6767 represented by Commander Robbie Hardison; Disabled American Veterans (William M. Stone) Chapter 74 represented by Commander John Woods and Adjutant Steve Anderson; and the Johnston County Vietnam Veterans of America Chapter 990 represented by Past Commander Ronnie Williams. Mayor Harris asked all veterans and spouses of veterans to stand to be recognized.

Representatives from the District 11A Veterans Treatment Court in attendance to receive the Proclamation and make remarks were Director Mark Teachey, District Attorney Vernon Stewart, Chief District Court Judge Jackie Lee, District Court Judge (Retired) Andy Corbett, and Harnett County Clerk of Court Marsha Johnson. *A copy of Proclamation (P2019-01) is incorporated into these minutes as Attachment #1.*

Recognition of New Employees

Chief West recognized Officer Wayne Johnson on earning his Advanced Law Enforcement Certificate. Officer Johnson introduced his partner, Dunn's new K-9 Officer, APACS, known as Pacman. Chief West also recognized Carnell Campbell, Police Officer II who is assigned as the Dunn Housing Authority officer. Mayor Harris expressed appreciation to Chairman Sinclair and the Dunn Housing Authority for this partnership and the Authority's efforts in securing the funding for this officer position.

Request from the Dunn Chamber to partner on a Vision for the City of Dunn

Matthew Smith, Vice President of Finance for the Dunn Area Chamber of Commerce, presented a request on behalf of the Chamber's Image and Vision Task Force for the Chamber and City to partner on developing a Vision for the City of Dunn. Other Chamber representatives in attendance: President Renee Jackson, Past President Meredith Bradham, Vice President of Education Rob Jones, Vice President of Community Development Wesley Johnson and Executive Vice President Heather Lawson. Mr. Smith relayed information gathered from round table meetings with Campbell University Deans and with larger employers in the Dunn area as well as from survey with real estate agents and homebuilders. The hopes are that this vision process will be a collaboration of City partners to develop a plan that will include economic development, beautification, education, parks and recreation, and infrastructure to provide a roadmap to guide the City in future projects. He asked that the Vision be considered as part of the Budgeting Process and be discussed at the upcoming Budget Planning Retreat. After comments and questions from Council Members Bradham, Turnage, McNeill, Maness and Mayor Harris, Mr. Smith confirmed that the Long Range Visioning Process will require hiring a consultant at an estimated cost of \$50,000 to \$75,000. The process should take around six months and the Chamber has allocated up to \$20,000 for the process. Mayor Harris added that he feels it will be beneficial to get the NC Department of Commerce involved in the process.

Mayor Harris recessed the meeting for a short break and the meeting was reconvened at 8:04 p.m.

PUBLIC COMMENT PERIOD

The Public Comment Period was opened by Mayor Harris at 8:04 p.m. Having no comments, the Public Comment period was closed.

CONSENT ITEMS:

Council considered approval of the minutes of the January 8, 2019 City Council Meeting.

Proclamation recognizing February as Black History Month – Proclamation was read by Mayor Pro Tem McLean. *A copy of Proclamation (P2019-02) is incorporated into these minutes as Attachment #2.*

Approval of the Temporary Blocking of Streets for the 2019 Boogie on Broad Concerts.

Approval of the Mowing Agreement with the NC Department of Transportation. *A copy of the Mowing Agreement is incorporated into these minutes as Attachment #3.*

Approval of Budget Amendment #7. *A copy of BA #7 is incorporated into these minutes as Attachment #4*

Motion by Mayor Pro Tem McLean and seconded by Council Member McNeill to approve all consent items. **Motion unanimously approved.**

ITEMS FOR DECISION:

Response to the Local Government Commission

City Manager Neuschafer shared the proposed written response to the Local Government Commission on two items of concern they conveyed after analysis of the City's audited financial statements for the fiscal year ended June 30, 2018.

Items identified are related to the fund balance and operating cash flow compared to similar units of government. A response is a requirement if the City plans to issue debt that requires the approval of the LGC. Mayor Harris added that the City's fund balance is well above the state requirement and the issue is related to the peer group that is used to measure the City of Dunn.

Motion was made by Council Member Tart and seconded by Council Member Turnage to approve the written response addressing the issues identified by the Local Government Commission as presented. **Motion unanimously approved.** *A copy of the Written Response is incorporated into these minutes as Attachment #5.*

Renewal for Building Re-Use Grant

City Manager Neuschafer asked the Council for direction on executing the time extension for the Building Re-Use Grant for 510 Spring Branch LLC. The site was purchased on November 11, 2017 and as of 12/31/2018, \$2 million has been spent toward construction. According to the information received by Skip Green, the completion of construction and the opening of the hotel (Country Inn & Suites) has been delayed due to Hurricane Florence roof damage. The current schedule is for a July 2019 opening with 15 full-time employees. To continue, there needs to be an extension on the grant contract termination date from 8/17/2019 to 02/01/2020 to enable 510 Spring Branch, LLC to complete the project. Mayor Harris recommended that the owner be contacted for an updated schedule and his intentions on the project. Chief Building Inspector King said there is a stop order on the project due to the owners losing their general contractor. He also confirmed that he did not see July 2019 as a possible opening date and that he has not received any additional contact from the owner.

After Discussion and no objections, the Mayor deferred the Renewal for the Building Re-Use Grant until the March meeting and City Attorney Pope and City Manager Neuschafer were directed to draft a letter to be sent to the owner requesting an updated timeline for the project.

Mayor Harris, in honor of Black History Month, then turned the meeting over to Mayor Pro Tem McLean to preside over the remainder of the meeting.

ITEMS FOR DISCUSSION AND/OR DECISION:

Financial Report

City Manager Neuschafer provided the following financial report for the period ending December 31, 2018:

- The City, as of December 31, 2018, had \$2,432,977 in cash in the General Fund and \$2,586,557 in the Water-Sewer Fund. In December of 2017, the City had \$2,717,025 in the General Fund and \$2,868,929 in the Water and Sewer Fund.
- Property tax collections through December were \$2,471,579 or 64.65% of budget. Which is on track for end of December collections report.
- Sales Tax Revenue is \$697,931 or 32.16% of budget. Benchmark for this month is 33.33% of budget.
- Utilities Sales Tax is \$350,982 or 49.33 % of budget. Benchmark for this month is 50% of budget.
- Building Permit Fees were \$40,553 or 54.07% of budget. Benchmark for this month is 50% of budget.
- Water and Sewer Revenues were \$2,497,381 or 52.25% of budget. Benchmark for this month is 50% of budget.
- Expenditures were 48.92% of budget in the general fund and 44.83% of budget in the water and sewer fund. The benchmark for this period is 50% of budget.

ADMINISTRATIVE REPORTS

Reports received: Tax Report, Planning and Inspections Report, Public Works Report, Public Utilities Report, Parks and Recreation Report, Library Report and Police Report.

Motion by Council Member Turnage and seconded by Council Member Maness to accept the Administrative and Financial Reports as presented. **Motion unanimously approved.**

City Manager's Report

City Manager Neuschafer reviewed the Budget Planning Retreat notebook distributed to the Council members for the upcoming Retreat to be held February 8-9, 2019.

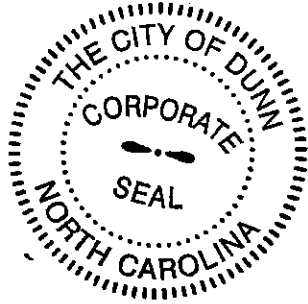
ANNOUNCEMENTS

The following announcements and/or comments were made by Mayor Harris:

- A representative from the NC Main Street & Rural Planning Center will present information about the Downtown Associate Community Program tomorrow - Wednesday, February 6th at the Stewart Theatre from 8:30-9:45 am.
- The City Council will hold their Annual Budget/Planning Retreat on Friday, February 8th from 8:00 a.m. to 5:00 p.m. and Saturday, February 9th from 9:00 a.m. to 12:00 noon. The Retreat will be held at the Marriott Myrtle Beach Grande Dunes Resort.
- Dunn Area History Museum will host a presentation by Mr. Desi Campbell on the history of the McNeill family in honor of Black History Month on February 9 at 1:00 p.m.
- The Dunn Area History Museum will also participate in Harnett County's first ever African American Heritage Festival on February 16 from 12:00 to 6:00 p.m. in the Carter Gym at Campbell University.
- The next regular City Council Meeting is scheduled for Tuesday, March 12, 2019 at 7:00 p.m.

Mayor Harris reported that it was a pleasure for Council Member McNeill and himself to participate in the NAACP breakfast and the Martin Luther King Jr. festivities. He will read the plaque presented by the Harnett County MLK Committee and the Harnett County NAACP at the March meeting.

With no further business to discuss, Mayor Harris requested that the Tuesday, February 5, 2019 Council meeting be adjourned at 8:35 p.m. in honor and recognition of Black History Month and with deep appreciation for the many contributions made to our All-America City by the African American community. The motion was made by Council Member McNeill, seconded by Council Member Maness and the **motion was unanimously approved.**



Oscar N. Harris
 Oscar N. Harris
 Mayor

Attest:

Tammy Williams
 Tammy Williams
 City Clerk