

**FAYETTEVILLE CITY COUNCIL
WORK SESSION MINUTES
LAFAYETTE ROOM
FEBRUARY 1, 2016
5:00 P.M.**

Present: Mayor Nat Robertson

Council Members Kathy Jensen (District 1) (arrived at 5:20 p.m.); Kirk deViere (District 2); H. Mitchell Colvin, Jr. (District 3) (arrived at 5:10 p.m.); Chalmers McDougald (District 4); Robert T. Hurst, Jr. (District 5); William J. L. Crisp (District 6); Larry O. Wright, Sr. (District 7); Theodore Mohn (District 8); James W. Arp (District 9)

Others Present: Theodore Voorhees, City Manager
Karen McDonald, City Attorney
Kristoff Bauer, Deputy City Manager
Rochelle Small-Toney, Deputy City Manager
Jay Reinstein, Assistant City Manager
Ben Major, Fire Chief
Kevin Arata, Corporate Communications Director
Randy Hume, Transit Director
Rob Stone, Engineering and Infrastructure Director
Dwayne Campbell, Chief Information Officer
Bradley Whited, Airport Director
Michael Gibson, Parks, Recreation and Maintenance Director
Elizabeth Somerindyke, Internal Audit Director
Tracey Broyles, Budget and Evaluation Director
Victor Sharpe, Community Development Director
Jerry Dietzen, Environmental Services Director
David Trego, PWC General Manager/CEO
Darsweil Rogers, PWC Chairman
Wade Fowler, PWC Commissioner
Mark Brown, PWC Customer Relations Director
Byron Marshall, Principal, Integrated Public Management Solutions, LLC
Daniel Barrett, Principal, Barrett Sports Group, LLC
Michael Tabb, Managing Principal, Redrock Global
Tyrone Rachal, Principal, Redrock Global
Tracy Jackson, Assistant County Manager
Sylvia McLean, Community Development Director
Pamela Megill, City Clerk
Members of the Press

1.0 CALL TO ORDER

Mayor Robertson called the meeting to order.

2.0 INVOCATION

The invocation was offered by Council Member McDougald.

3.0 APPROVAL OF AGENDA

MOTION: Council Member Mohn moved to approve the agenda.

SECOND: Council Member Wright

VOTE: UNANIMOUS (8-0)

4.0 OTHER ITEMS OF BUSINESS

4.01 Recommended Capital and Technology Improvement Plans for Fiscal Years 2017 through 2021

Ms. Tracey Broyles, Budget and Evaluation Director, presented this item with the aid of a PowerPoint presentation.

Council Member Arp asked if the presentation includes a tax increase. Ms. Tracey Broyles, Budget and Evaluation Director, responded the Parks and Recreation Bond was at 1.35 cents. Council Member Arp stated he was not comfortable talking about another tax increase and recommended the item be tabled; the item is premature.

Mr. Ted Voorhees, City Manager, stated this item is for presentation of information only, no decisions are expected tonight.

Discussion ensued. There was no consensus to table the item.

Ms. Broyles presented the Capital Improvement Program (CIP) for Fiscal Years 2017-2021. Ms. Broyles provided information on the following: Process for capital and technology planning, CIP project definition, FY 2017-2021 CIP highlights, and additional FY 2016 CIP project funding.

Mr. Dwayne Campbell, Chief Information Officer, presented the Technology Information Program (TIP). Mr. Campbell provided information on the following: TIP goals and benefits, FY 2017-2021 TIP infrastructure and security, business information and data analysis, integrated City management systems, mobility and government without walls, and additional FY 2016 TIP project funding.

Ms. Broyles presented the CIP/TIP funding sources, capital funding plan (CFP).

Further discussion ensued.

Mayor Robertson recessed the meeting at 6:30 p.m. Mayor Robertson reconvened the meeting at 6:43 p.m.

Mr. David Trego, PWC General Manager/CEO, presented the PWC FY 2017 Preliminary Capital Improvement Budget Overview. Mr. Trego provided information of the CIP budget history, plant/system improvements, smart grid-connect, annexation, rehabilitation, NCDOT projects, substations, lighting/LED conversion, new services, City of Fayetteville projects, and building and improvements.

Discussion ensued.

4.02 Economic and Business Development Strategic and Action Plan (EBDSAP)

Ms. Rochelle Small-Toney, Deputy City Manager, introduced this item and stated a Request for Proposals (RFP) was released in August 2015, soliciting the professional services of an experienced firm to develop the City's first EBDSAP. From the ten respondents to the RFP, five firms were selected for an in-person interview. Redrock Global, LLC, was selected by the evaluation team to the City of Fayetteville's Economic and Business Development Strategic and Action Plan. The Redrock Global, LLC, team is composed of experienced partners, one of which is local, as was required by the City. Redrock Global's approach to the development of the EBDSAP will be undertaken in three phases: (1) research, (2) analysis and strategy, and (3) EBDSAP creation. Community engagement and input is also an important and required component of the development process of the Plan. The estimated timeframe for completion is between 125 and 140 days. In FY 15 City Council established the City's first economic and business development department and charged it with several responsibilities typical of municipal economic development departments especially in a City where the redevelopment of economically depressed areas and the revitalization of underperforming corridors are paramount. The department is also focused on working with strategic partners to improve the economic vitality of the City, supporting and assisting local and small businesses, marketing an image of the City as an attractive place to locate or sustain a business, and developing incentives that will spur development and expand our tax base. One of the first important steps that a new department should undertake is

the development of an EBDSAP. City Council provided the funding in the current fiscal year for this purpose. An experienced team of professionals has been selected to undertake the project. The professional services of Redrock Global, LLC, will cost \$105,000.00 plus up to \$5,000.00 for travel allowances for a total cost of \$110,000.00. These funds are currently budgeted and are available in the Economic and Business Development Department's operational budget.

Ms. Rochelle Small-Toney, Deputy City Manager, introduced the team members of Mr. Michael Tabb, Managing Principal, Redrock Global, and Mr. Tyrone Rachal, Principal, Redrock Global.

Mr. Michael Tabb, Managing Principal, Redrock Global, presented information with the aid of a PowerPoint presentation, and stated the mission of the City's Economic and Business Development Strategy is to support existing and attract new retail and commercial enterprises, redevelop underperforming corridors and catalyst sites, expand local incentive portfolio, assist a diversity of business interest with wide ranging needs, and to work with other groups to improve the prosperity and quality of life for citizens. Mr. Tabb outlined the processes and steps.

Discussion ensued.

Mayor and Council thanked the Redrock Global team for the presentation.

4.03 Feasibility Study and Economic Impact Analysis for Catalyst Site

Ms. Rochelle Small-Toney, Deputy City Manager, introduced this item and stated in 2008 the City Council commissioned a study and identified nine catalyst sites along and adjacent to the Murchison Road Corridor for redevelopment. Catalyst Site 1, an approximate 15-acre site, was the first to be selected by the City for redevelopment and the purchase of property. To date, land acquisition is almost complete as all of the parcels in Catalyst Site 1 have either been purchased or are under a condemnation order. Simultaneous to the process of gaining property ownership, the City has contemplated the use for Catalyst Site 1 as an economic development catalytic project that incorporates a minor league baseball stadium surrounded by mixed use development in and around the site. There are many steps involving the performance of due diligence in a project of this significance and potential economic impact for the Murchison Road corridor and the Downtown. The next step in performing our due diligence is conducting a Feasibility Study and Economic Impact Analysis of Catalyst Site 1 for these economic development and corridor redevelopment purposes. It is worthwhile to note that officers of the National Association of Minor League Baseball have visited the City of Fayetteville and to date remain interested in bringing a minor league program to our City. In the current FY 16 budget, City Council funded a Feasibility Study and Economic Impact Analysis for Catalyst Site 1. A Request for Proposals (RFP) was released in October 2015 for an experienced firm to conduct the study and analysis. Nine responses were received and the evaluation committee selected the team of Barrett Sports Group, LLC, Populous, and Hunt Construction Group for this professional service. The study team includes local participation as required and stated in the RFP. The Feasibility Study and Economic Impact Analysis are critical in determining whether or not the project as envisioned is in the best economic interest for our City. The results of the Study and Analysis will be one of many sources of information presented to help City Council determine what the best use is for Catalyst Site 1, and chart the next course of action for its redevelopment.

Ms. Small-Toney introduced Mr. Byron Marshall, Principal, Integrated Public Management Solutions, LLC, and Mr. Daniel Barrett, Principal, Barrett Sports Group, LLC. Mr. Marshall and Mr. Barrett presented this item with the aid of a PowerPoint presentation and provided an overview of the process overview, project team, Barrett

Sports Group overview and notation of selected prior projects, case studies, project approach, scope of services, and the next steps to take; if a stadium is found to be feasible.

Discussion ensued.

Mayor and Council Members thanked Mr. Marshall and Mr. Barrett for their presentation.

4.04 West Fayetteville Garbage Collection Outsourcing Pilot Type here Update on Economic and Business Development Department Activities

Mr. Jerry Dietzen, Environmental Services Director, presented this item and stated staff plotted garbage collection routes solely within District 6 that had the highest number of complaints over the last three months. Of the routes that were presented to Council Member Crisp, he recommended we choose garbage route number 517 totaling 853 single-family households for the outsourcing pilot. He also recommended we not contract for any longer than an initial three-year period. Assuming City Council approves this area for outsourcing, a request for proposals will be developed and advertised. At the January 4, 2016, City Council work session, Council consensus was to have staff to meet with Council Member Crisp to determine an acceptable area within District 6 for consideration for an outsourcing pilot project. Staff met with Council Member Crisp on January 20, 2016, and Council Member Crisp selected the area to be considered for outsourcing. Staff will develop a request for proposals to include service area identified by Council. Council Member Crisp has requested a three-year term for the offered service contract and identified the route he requests be included. Other key terms will include, but will not be limited to, customer service targets, holiday makeup schedule, back-door collections, return-to-collect criteria, treatment of carts, etc.

Consensus of Council was to move this item forward and for it to be placed on a regular agenda.

4.05 Update on Economic and Business Development Department Activities

Consensus of Council was to table this item to the March work session.

4.06 Community Development 2016-2017 Annual Action Plan

Mr. Victor Sharpe, Community Development Director, presented this item and stated annually the Community Development Department prepares an Annual Action Plan for the use of the City's allocation of the Community Development Block Grant (CDBG) and the Home Investment Partnership Grant (HOME). The Annual Action Plan is based on goals and objectives of the Consolidated Plan. The purpose of this item is to get feedback from City Council earlier than in previous years. In the past, City Council has received a draft of the Annual Action Plan at the April work session. This year, prior to developing the draft with the Fayetteville Redevelopment Commission, we would like to hear from City Council. A summary of the Community Development Department's CDBG and HOME grant activity for the past three years and this year's information has been provided to Council. Additionally, at the January 25, 2016, meeting, City Council tabled the Finance Department's request for Special Revenue Fund Project Ordinance Closeouts and Partial Closeouts 2016-1 through 2016-8, and Special Revenue Fund Project Ordinance Amendments 2016-2 through 2016-3. The information pertaining to this item has been provided to Council for further consideration. The City contributes its required share of match to the HOME Grant. This year that amount is \$68,256.00 from the General Fund.

Ms. Lisa Smith, Chief Financial Officer, provided an overview of the Special Revenue Fund Project Ordinance Closeouts and Partial

Closeouts 2016-1 through 2016-8, and Special Revenue Fund Project Ordinance Amendments 2016-2 through 2016-3.

Discussion ensued.

Consensus of Council was to move this item forward to the next agenda, to be placed on consent.

4.07 Call Center Update

Mr. Jay Reinstein, Assistant City Manager, presented this item with the aid of a PowerPoint presentation and provided an overview of the Call Center programs and activities over the past quarter which included the call center report, FayFixIt activity, and customer service survey.

Discussion on the cost and need for an additional full-time employee for the Call Center ensued.

Mayor Robertson thanked Mr. Reinstein for the presentation.

4.08 Gateway Signage Replacement

Mr. Michael Gibson, Parks, Recreation and Maintenance Director, presented this item with the aid of a PowerPoint presentation and stated the Gateway Committee recommended replacement of signage throughout the City of Fayetteville. Staff has since worked diligently with an architect to develop and refine a variety of sign options for placement throughout the City. Consideration was given to ensure aesthetically pleasing concepts displaying continuity in signage throughout Fayetteville. Additional design concepts have been added, based on staff feedback, offering color schemes not originally included.

Mayor Pro Tem Colvin stated he has asked on behalf of the Gateway Committee that staff bring forward design alternatives to replace existing Fayetteville entrance signs with updated signage more consistent with the updated design aesthetic used in the wayfinding signage project.

Mr. Gibson stated staff is seeking feedback from Council regarding the preferred design alternatives and the location priorities. It is estimated that each sign will cost between \$12,000.00 to \$15,000.00 based on design style selected and placement and location. Council budgeted \$100,000.00 in FY 16 for projects identified by the Gateway Committee. That funding is currently allocated toward fencing and cleaning and painting of the CSX trestle over Ramsey Street. Funding has not yet been established for FY 17.

Discussion ensued.

No consensus was stated.

4.09 Four-Year Staggered Terms

Council Member Wright stated he proposes a four-year staggered term of office; it makes sense to me, and asked Ms. McDonald to provide an outline of how this might be accomplished.

Ms. Karen McDonald, City Attorney, stated Council previously discussed adoption of four-year staggered terms at the August work session. Consensus at that time was to move forward with developing a timeline for implementation. The statutory requirements for changes to term of office of governing members, mode of election, etc., is as follows:

1. Adoption of Resolution of Intent to consider the change. A public hearing date must be selected within 45 days of the resolution and requires 10 days notice.

2. Publication of the Notice of Public Hearing on the proposed change not less than 10 days prior to the public hearing.
3. Public Hearing.
4. Adoption of an Ordinance amending the charter. Adoption cannot take place any sooner than the next regular meeting after the public hearing but within 60 days of the public hearing. Notice of the adoption must be published within 10 days of adoption.
 - a. The Council could condition adoption of the change on a referendum, which must take place within 90 days of adoption; or
 - b. The process may also be subject to referendum if 10 percent or 5,000 registered voters; whichever is less, file a petition within 30 days of the publication described in paragraph 4 above. The referendum would have to take place no sooner than 60 days and no more than 120 days from the date the petition is received.

Discussion ensued.

Consensus of Council was to adopt a resolution of intent and the item be placed on the March 14, 2016, regular meeting agenda. Council Members deViere and Hurst were in opposition of the consensus.

4.10 Interlocal Agreement between Cumberland County and the City of Fayetteville to address homelessness

Mr. Victor Sharpe, Community Development Director, presented this item and stated City Council tabled this item at its meeting on January 25, 2016. Previously this item was discussed at City Council's November 24, 2015, meeting and the January 4, 2016, work session. The proposed interlocal agreement between the City of Fayetteville and Cumberland County is to address homelessness in Fayetteville and Cumberland County. The interlocal agreement is a partnership that creates an advisory committee; establishes appropriate programs and services and funds two positions (Homeless Coordinator & Data & Evaluation Analyst) to be jointly funded by the City and County. The County has requested the City fund an equal share (50/50) to pay for the cost of the positions, HMIS and cost of homeless services provided by an outside agency. The City's cost this year will be less because the City budgeted \$50,000.00 versus the County's budget of \$100,000.00. However, it is proposed that the City and County will budget equal amounts for next fiscal year to cover these items. City Council has adopted as one of its objectives under the goal of "Desirable Place to Live, Work and Recreate" the reduction of homelessness. The City of Fayetteville and Cumberland County have adopted strategic plans to address homelessness in the community as a top priority. The joint staffs have developed an Interlocal Agreement between the City and County and propose to fill two new positions, a Homeless Coordinator and a Data & Evaluation Analyst, both to be assigned to the Cumberland County Community Development Department. The City and County collectively have budgeted \$150,000.00 in FY 16 for this endeavor (\$50,000.00 from the City and \$100,000.00 from the County). It is estimated that approximately \$63,777.00 will be utilized for salaries and benefits for the remainder of FY 16, \$9,000.00 has been committed to the Homeless Information System needed for compiling data about the homeless, and the remaining \$77,223.00 will be utilized to fill gaps in services for rapid re-housing and preventing homelessness. It is proposed that a Request for Proposals be developed to solicit the services of an agency to provide the rapid re-housing and homeless prevention services. Approving an interlocal

agreement and hiring a Homeless Coordinator and Data & Evaluation Analyst will serve as the starting point for what follows in terms of expanding programs and services for the homeless.

Mr. Sharpe introduced Mr. Tracy Jackson, Assistant County Manager and Ms. Sylvia McLean, Community Development Director, and stated they are here to provide information and answer questions. Ms. McLean stated the outside agencies only have access to the Homeless Management Information System (HMIS) on an agency level; they do not have access to the administrative level, which is going to be required to report the data to HUD.

Mr. Sharpe stated concerns regarding agencies that are competing for the same dollars on an annual basis, and stated the critical piece of this item is to see people rapidly rehoused.

Council Member McDougald asked why some members of Council are questioning the professionals that do this every day.

Discussion ensued.

Consensus of Council was to move this item forward to the February 8, 2016, City Council regular meeting agenda with support for the Data and Evaluation Analyst position and the remaining funding to be used for programs and services for the homeless. Council Members Jensen, deViere, and Arp were in opposition to the consensus.

4.11 Council Member Agenda Item Request - Audit Committee Review

Mayor Pro Tem Colvin presented this item and stated we have a revised Charter that addresses the Audit Committee having too much authority. Mr. Voorhees provided Council with a proposed revised Audit Committee Charter. Mr. Voorhees stated staff has had difficulty recruiting university representatives that are willing to serve, and are City residents. Ms. Elizabeth Somerindyke, Internal Audit Director, further stated staff has contacted the Chancellors of Methodist University, Fayetteville State University, and Fayetteville Technical and Community College.

Consensus of Council was to direct staff to revise the Audit Committee Charter, addressing authority composition and responsibilities, and return this item to the February 8, 2016, regular City Council meeting agenda on consent.

4.12 Council Member Agenda Item Request - Discussion on Authority to Change Council Agendas

Council Member Crisp presented this item and stated tonight's agenda is indicative that the agenda has too many items and the meeting lasts too long, and stated he would like a policy that would give authority to the Mayor and Mayor Pro Tem and Council to adjust the City Council agenda before it is sent out.

Council Member Mohn stated that because of the Council, the first item on the agenda began at 5:10 p.m. and ended at 7:20 p.m.; the item was for introduction only, not to be debated for two hours and ten minutes.

Council Member McDougald stated it was three Council members that did the majority of the talking.

Council Member Hurst stated he did not like the idea of the Mayor or Mayor Pro Tem adjusting the agenda prior to distribution for fear of making the agenda political, the City Manager is the CEO.

Mr. Voorhees stated the agenda is long because of Council direction. Eleven of the fifteen items on this agenda were directed by Council, we may need to have two work sessions each month, in addition, at the beginning of every meeting, council has the option at

the approval of agenda if they want to pull items and have the authority to set time limits.

Council Member Colvin stated if he has questions, he will ask them, and expressed concerns regarding additional items being placed on the agenda, that had not previously been reviewed by the Mayor and Mayor Pro Tem.

Council Member McDougald stated he was in agreement with Council Member Hurst; we are already over-regulated.

Council Member Arp stated outside visiting presenters should be placed at the beginning of the agenda, and also expressed concerns regarding items being added to the agenda late; not allowing sufficient time to review.

Council Member Crisp withdrew his request to have this item considered.

4.13 City Council Agenda Item Request - Request for Discussion on naming College Lake Pool

Council Member Crisp presented this item and stated there is a policy for naming City Parks and Recreation facilities, and stated he had provided Council with a biography of former Council Member Keith Bates. Council Member Crisp stated he recommends naming the College Lake Pool after former Council Member Bates.

Discussion ensued.

Consensus of Council was to move this item forward to the Parks and Recreation Advisory Commission.

4.14 City Council Agenda Item Request - Discussion of the term "local"

Council Member deViere presented this item and stated he is requesting staff to clearly define the term "local"; for them to research what other municipalities are doing.

Consensus of Council was to direct staff to research the definition of "local" and return the research as an item on the March 2016 work session agenda.

4.15 City Resolution on PWC Water Services

Council Member Arp presented this item and stated the City should authorize PWC to provide water throughout Cumberland County without a requirement for annexation. Development of areas in the county are being planned and outside water providers are positioning themselves to provide services to Cumberland County residents, businesses, and industry in emerging development areas. The City of Fayetteville and PWC should position itself to be the provider of choice for water services throughout the County. This effort has a direct impact on economic development and the ability to recruit businesses to Fayetteville and Cumberland County.

Discussion ensued.

Consensus of Council was to move this item forward to discuss with PWC and Fayetteville Cumberland Liaison Committee.

5.0 ADJOURNMENT

There being no further business, the meeting adjourned at 11:32 p.m.