

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

The City Council of the City of Dunn held a Budget Retreat/Planning Session on Saturday, February 2, 2008, from 9:00 a.m.-7:33 p.m. and Sunday, February 3, 2008 from 8:30 a.m.-12:50 p.m. at the Holiday Inn SunSpree Resort, Wrightsville Beach, NC.

**Council Present:** Mayor Oscar N. Harris, Mayor Pro-Tem N. Carnell Robinson, Council Members Buddy Maness, Bryan Galbreath, Billy Tart, Chuck Turnage and Joey Tart.

**Staff Present:** City Manager Ronnie Autry, Public Works Director Billy Addison, Public Utilities Director Dean Gaster, Recreation Director Perry Hudson, Police Chief B.P. Jones, Fire Chief Austin Tew, Chief Building Inspector Mike Blackmon, Librarian Mike Williams, City Planner Steven Neuschafer, and City Clerk Debra G. West

**Also Present:** City Engineer Ed Powell, City Attorney P. Tilghman Pope, Daily Record Reporter Lisa Farmer and Facilitators Pat LaCarter and Lu Hickey.

**SATURDAY, FEBRUARY 2, 2008**

Mayor Harris opened the meeting at 9:00 a.m.

Invocation – Mayor Harris

Pledge of Allegiance Repeated.

Mayor Harris went over the ground rules during the retreat meeting. He introduced and welcomed Facilitators Pat LaCarter and Lu Hickey.

Facilitators LaCarter and Hickey went over the ground rules and the agenda that will be used for the retreat. Mr. LaCarter explained that their role as facilitators is to help the council with the process. The **ground rules** established by the council are as follows:

- Share all relevant information
- Be specific, use examples
- Focus on interests, not positions
- Disagree openly with any member of the group
- Test assumptions and inferences
- Stay focused
- Make decisions by consensus

The Council gave the following **board expectations** for the Retreat:

- Put every known issue on the table
- Priorities for the city, roadmap for the next twelve months and beyond
- Establish a timeline to review priorities
- Open dialog
- Department heads feel a part of the process and share their feelings
- Understand budgetary needs and restraints
- Realistic goals and objectives/accomplishable
- Goals that citizens can buy-in to

**Adjustment of Agenda**

Motion by Council Member Maness, seconded by Mayor Pro Tem Robinson to add a Closed Session at the conclusion of the regular agenda to consult with the City Attorney on pending legal matters. **Motion unanimously approved.**

## **REPORTS ON THE CIVIC CENTER AND HANNA'S POND**

### **Civic Center Property - Report**

City Engineer Ed Powell explained that Planning Director Steven Neuschafer presented preliminary sketches to the prior council with regard to preserving a portion of the Civic Center Structure. The sketch entailed development of a Gateway Structure using the front of the existing Civic Center as an entrance into the existing park.

Mr. Powell further explained that he and Architect Martin Senell, who has worked on other Dunn projects, visited the site, reviewed the plans of the existing Civic Center in detail along with the preliminary design sketches prepared by Planner Neuschafer.

Mr. Powell stated that he and Mr. Senell noted severe drawbacks to the idea of a Gateway. The stability of the structure would be a high priority in destroying a portion of the building and several items such as structural improvements would need to be done before erecting this Gateway. It appears that to erect a Gateway, 20,000 sq. feet of the building would be demolished, while preserving approximately 7,800 sq. feet on two levels.

It will be necessary to construct major reinforcement of the existing gateway structure, current code requirements such as handicapped accessibility and ADA approvability, new plumbing, heating, air conditioning and electrical system within those portions of the building to be retained; and it will require a structural system to provide system stability. The exterior of the building will require replacement of all windows, cleaning and blasting of the exterior masonry and coping, and replacing walls and ceiling inside the building. Wooden stairs would need to be removed, doors and roofing would have to be replaced. From the analysis and inspection, the following cost for this building renovation project is as follows:

1. Reinforcing of the Gateway Structure prior to demolition of the remainder of the building	\$25,000
2. Demolition of the rear, 20,000 sq. ft. of the building and including structural renovations that would be required to stabilize the Gateway Structure while the rear of the building is being removed	\$180,000
3. Mechanical reconstruction of the Gateway including plumbing, heating, air conditioning, electrical and ventilating, 7,800 sq. ft. at \$15.00/sq. ft.	\$117,000
4. General reconstruction of the Gateway Structure including all structural work, replacement of windows, walls, ceilings, remove wooden stairs, and put in metal pans with concrete stairs, all doors, roofing, etc. 7,800 sq. ft. at \$50/sq. ft.	<u>\$390,000</u>
	\$712,000
5. Design and Management Fees	\$60,000
Total Project Cost	\$772,000

Planner Neuschafer explained that there were other useful options for this building if they work toward a solution that will benefit everyone.

Mayor Harris stated that in evaluating this building, they may want to see what interest the organization, Dunn High School Friends, has in this structure. He pointed out that they need to consider the financial responsibility that will go along with this building.

Attorney Pope pointed out that this building is uninsurable due to its deteriorating state, cost estimates to repair it will only increase, and this issue cannot sit for twelve more months. It needs to be addressed in a short period of time.

Recreation Director Hudson stated that he is concerned with the safety issue and with its proximity to the primary and elementary schools. Vagrants have had to be removed from this building by the Police Department.

Council Member Turnage pointed out that there are emotional ties to this structure. He is chairman of the Dunn High School Friends. He stated that Mr. Neuschafer's suggestion to erect a Gateway was an excellent idea; however, he agrees with Attorney Pope that a timeline needs to be set by this Council to make a decision about this structure.

Mayor Pro Tem Robinson agreed with Recreation Director Hudson that they must be concerned with the safety issue. What is the cost versus its benefit to the citizens of Dunn? It may be better to invest city funds to enhance the existing park facilities.

Discussion was held about the capabilities of the DHS Friends being able to raise funds for this project. Council Member Turnage explained that this is a much bigger venture than the DHS Friends could take on. There would need to be some large benefactors to achieve this project.

Mayor Harris suggested creating a committee within the council to investigate bringing this issue to the voters (let the voter decide) to demolish this structure as recommended by the Civic Center Committee. Mr. Robinson mentioned a bond referendum for the voters to decide.

Council Member Joey Tart stated that the Council needs to spend the city's money wisely. This cannot be an emotional decision.

Planner Neuschafer mentioned that a group called self help credit union is interested in this property as well as Preservation North Carolina.

Recreation Director Hudson reminded the council that the Civic Center Committee recommended demolition of the structure. He does not recommend selling, renting or giving the property to another organization. Tyler Park needs the parking facilities located on the Civic Center property.

The Council moved this item to the priorities list for Council to determine.

#### **Hanna's Pond Donation - Report**

Planner Neuschafer explained there is a 2 ½ acre buffer between property owners and the pond. The possibility of this gift has decreased in acreage in order to create a buffer.

Mr. Neuschafer presented a schematic of the dam and the operation of it. He has met with NCDNR and with pond maintenance companies as well as water quality. The main issue with this property is the current permit.

A repair permit is out with regard to issues with the spillway. Valves need to be installed to let the water level up and down in the pond. Currently the spillway is damaged due to overflows over the years. He pointed out other repairs that need to be made to the spillway.

Mr. Neuschafer mentioned the possibility of creating a greenway from Hanna's Pond over to the City's property on Johnson Street. Discussion was held about its close proximity to a neighborhood. Mr. Neuschafer showed drawings of other existing lakes owned by municipalities that are close in proximity to an existing neighborhood.

Vacant land consists of approximately 3 acres on one side of the pond and 2 acres on the other side.

Mayor Harris asked how much land is usable. Mr. Neuschafer responded approximately 5 acres. All of this property is in the flood plain; however, they are not looking at construction on this site. At present, the erection of picnic shelters would be considered.

Discussion was held about the possibility of obtaining additional property behind the pond.

Mr. Neuschafer stated that as far as the maintenance to this property, once the spillway is in operating order, there is not a lot of maintenance other than mowing the grass.

Discussion was held about the total cost involved in bringing this pond to code, and questions about liability issues if the city assumed ownership of it. This dam is classified as a high hazard dam. One cost would be to make sure this property is insured properly.

### **BRIEF REVIEW OF 2004 RETREAT ITEMS**

Manager Autry gave a brief summary of prior goals and objectives established by the prior Council that have been met.

### **COUNCIL GOALS AND OBJECTIVES BRAINSTORMING AND PRIORITIZATION**

Facilitator LaCarter asked the Council for their list of priority issues. After identifying all issues, Mr. LaCarter had the council vote on each subject to aid in identifying and ranking the priority of each.

1. Completion of the Juniper Creek Project-4 votes
2. Civic Center (Old Armory)-5 votes
3. CDBG Preservation of existing housing-3 votes
4. Closing remaining open ditches-1 vote
5. Use of Government Channel to market city government along with other non-profit and PAL Program-4 votes
6. Minimum housing code - Creation of developing an ordinance dealing with rental inspections-6 votes
7. Continue progress of Downtown Dunn Development Corporation-2 votes
8. Noise Ordinance and enforcement of the same-2 votes
9. Execution of water and wastewater projects in conjunction with street resurfacing program-5 votes
10. Junk cars-1 vote
11. Technology upgrades and Wi Fi-1 vote
12. Residential Street Lighting - 1 vote
13. Harnett County High School Property purchase option - 2 votes
14. *Space needs for Planning and Inspections (combined with #34)*
15. Establish wellness program for city employees in conjunction with Betsy Johnson Regional Hospital - 2 votes
16. Space Expansion to the Library and hours - 1 vote
17. Redefining/reworking animal ordinance specifically as it relates to dogs and cats and the numbers allowed and better defining vicious dog verbiage and proper authority for the animal control officer- 1 vote
18. Municode compliance with current state statutes - 2 votes
19. Gang/crime issues - 7 votes
20. City's role in BRAC (base realignment closure) - 5 votes
21. Review of the zoning ordinance - 1 vote
22. Pest/insects/fire ants issues on Recreation Fields - 2 votes
23. Water run-off retention guidelines for new buildings/construction - 2 votes
24. Study and evaluate need for sign-on bonus for the Police Department - 1 vote
25. Review of Litter Ordinance- Enhance Penalties - 2 votes
26. Implementation of Recycling Program -0 votes
27. Future development of a Youth council for the City - 1 vote
28. Communicate a water conservation program to the public - 0 votes
29. Beautification of I-95 Exit 72/73 - 3 votes
30. Monitor the widening and expansion of I-95 to protect Exits 75/73/72/71 - 4 votes
31. Expansion/construction of concession stands and renovation of bathroom facilities at Recreational Parks – maintain parks – development and enforcement of park hours - 3 votes
32. Review of EEO Employment Policy and practices to insure diversity within work force to accurately reflect community - 3 votes
33. Communicate to developers it is our intent to be a developer friendly city - 2 votes
34. Space/equipment needs for City Hall - 6 votes
35. Improve beautification and up-keep of cemeteries - 0 votes
36. Overall community beautification - 1 vote
37. Hanna's Pond donation - 4 votes
38. Promote the knowledge of the City's Land Use Plan 2030 - 1 vote
39. Develop a strategic plan 2030 - 3 votes

40. Annexation - 2 votes
41. Curfew ordinance including school hours - 4 votes
42. Report on Community Policing - 0 votes
43. Outside assessment of Police Department - 2 votes
44. Downtown Parking - 0 votes
45. Daytime Population - 1 vote
46. Uniform Water Rates - 1 vote
47. Equipment Needs for City Employees (recommended by staff) - 0 votes
48. Pay and Incentives (recommended by staff) - 1 vote
49. Standardize Parks - 0 votes

Facilitator LaCarter asked the entire council to individually prioritize the top fifteen (15) issues. They are as follows:

**Top Issues**

- #19 - gang/crime issues (7 votes)
- #6 - Minimum housing code - Creation of developing an ordinance dealing with rental inspections (6 votes)
- #34 - Space/equipment needs for City Hall (6 votes)
- #2 - Civic Center - Old Armory (5 votes)
- #9 - Execution of water and wastewater projects in conjunction with street resurfacing program (5 votes)
- #20 - City's role in BRAC (base realignment closure (5 votes)
- #1 - Completion of the Juniper Creek Project (4 votes)
- #5 - Use of Government Channel to market city government along with other non-profit and PAL Program (4 votes)
- #30 - Monitor the widening and expansion of I-95 to protect Exits 75/73/72/71 (4 votes)
- #37 - Hanna's Pond donation (4 votes)
- #41- Curfew ordinance including school hours (4 votes)

**Break for Lunch 12:00-12:45 p.m.**

## **COUNCIL GOALS & OBJECTIVES**

### ***#19 –Gang/Crime Issues (7 votes)***

**Goal:** For Council/City to continue to support areas of gang/crime prevention

**Action Plan**

- Look at the City's active Police Department's budget proposal from this aspect
- Look at the feasibility of a curfew ordinance
- Explore grant opportunities
- Continue educational efforts (parents/schools/churches) (civic community based organizations)
- Look at methods to involve more children in parks and recreation programs, and the PAL program
- Meet with managers of public housing and apt. complexes to develop partnerships
- Utilize nuisance ordinance
- Encourage and utilize existing community watch programs
- Purchase of electronic fingerprinting machine and explore linking this equipment to the Harnett County Sheriff's department

### ***#6 Minimum Housing Code - Creation of developing an ordinance dealing with rental inspections (6 votes)***

**Goal:** To provide decent, safe housing and to encourage and promote affordable housing

**Action Plan**

- Broaden scope of authority for Building Inspector
- Strengthen minimum housing ordinance
- Assure rental inspections are appropriate
- Consider establishing residential rehabilitation revolving investment program
- Link with BRAC initiatives –decent and affordable housing in Dunn
- Utilization of the nuisance ordinance

***#34 Space/equipment needs for City Hall (6 votes)***

**Goal:** To find suitable office space outside city hall for Planning and Inspections (short term issue) and Administrative offices (long term)

**Action Plan**

- Continue dialog with First Citizens Bank for gift and/or purchase of building
- Look at other options within the downtown area
- City Manager will report back to the council with a phased report covering Zoning and Planning for the March council meeting
- Long term report to cover entire administrative offices within one year

***#2 Civic Center (Old Armory) (5 votes)***

**Goal:** To make a decision in reference to the future of the Civic Center

**Action Plan**

- Express our intent to carry out the recommendation of the Civic Center Committee to demolish the Civic Center unless received petition for bond referendum
- Prior to acting on the recommendation of the Civic Center Committee, the council will hold a special call meeting for the purpose of a public hearing
- 30 days after public hearing to turn in petition of at least 20% of registered voters for a bond referendum

***#9 Execution of water and wastewater projects in conjunction with street resurfacing program (5 votes)***  
Deferred to Sunday

***#20 City's role in BRAC (base realignment closure)(5 votes)***

**Goal:** To support the Dunn Area Chamber of Commerce

**Action Plan**

- Designate liaison from the council to work with the BRAC committee (Chuck/Ronnie/Steven)
- Put together plan to promote Dunn thru the DACC and Dunn Area Tourism Authority
- Put funds behind the effort

***#1 Completion of Juniper Creek Project (4 votes)***

**Goal:** Resolution of drainage issues to complete project from Highway 421 thru Divine Street crossing and connection between Divine Street and Pearsall

**Action Plan**

- City Engineer to establish a priority list of drainage issues
- Develop Stormwater ordinance and policy

***#5 Use of Government Channel to market city government along with other non-profit and PAL Program (4 votes)***

**Goal:** to enhance the use of the government channel to promote city projects and activities through partnerships with local schools (Triton, Central Carolina Community College, Campbell University)

**Action Plan**

- Develop liaison with the units referenced above
- Liaison to determine personnel and equipment needs to accomplish goal
- Liaison to bring back to council on how to develop to the fullest extent possible
- Establish a focus group to determine citizen's interests and best uses for the channel (liaison to monitor the focus group)
- Feasibility of web casting the government channel

***#30 Monitor the widening and expansion of I-95 to protect Exits 75/73/72/71 (4 votes)***

**Goal:** To monitor the expansion and widening of I-95 in order to protect and enhance the City's economic interest in Exits 75/73/72/71

**Action Plan**

- Hire a consultant engineer on a part-time basis to monitor and advise the council of the progress (provide updates)

**#37 Hanna's Pond Donation (4 votes)**

**Goal:** To obtain all relevant information pertaining to making the decision to accept Hanna's Pond

**Action Plan**

- Exactly what is being offered to the City
- The Cost to bring it up to standard
- Verify the availability of other land
- City Manager to obtain cost estimate for feasibility study

**5:21 p.m. -** Motion by Council Member Joey Tart, seconded by Council Member Maness to go into closed session based upon N.C.G.S. 143.318 to consult with the City Attorney about a pending legal matter.

**Motion unanimously approved.**

Closed Session adjourned at 7:30 p.m. and council reconvened the Retreat meeting at 7:32 p.m.

Motion by Council Member Maness, seconded by Council Member Turnage to approve the minutes of the closed session as recorded by City Attorney Pope. **Motion unanimously approved.**

Motion by Council Member Joey Tart/seconded by Council Member Billy Tart to recess the Retreat meeting at 7:33 p.m. and reconvene at 8:30 a.m., Sunday, February 3, 2008. **Motion unanimously approved.**

**SUNDAY, FEBRUARY 3, 2008**

Mayor Harris reconvened the Retreat meeting at 8:30 a.m.

Presentation – Council Member Galbreath read Bible scripture.

Invocation – Council Member Joey Tart

Mayor Harris announced May 1, 2008 as National Day of Prayer and Leaders of Tomorrow Shadow Program. Rev. Dr. Charles Kelly, Superintendent of Assemblies of God will be the guest speaker.

Facilitator LaCarter asked for any comments from Saturday's session. Council Member Turnage asked how each subject matter that was addressed on Saturday will be carried out and who will be responsible for same. Mayor Harris responded that once the facilitators give their report, the Council will designate someone to address and execute each subject.

Mr. LaCarter yielded to Manager Autry to begin discussions about infrastructure projects, street improvements, downtown, etc.

Manager Autry yielded to City Engineer Ed Powell to further detail these projects.

**Wastewater Projects**

**Grants & Loans**

City Engineer Ed Powell distributed maps which identified the overall sewer projects. There are (7) components of the sewer project. They will center around the flow equalization project to correct overflow problems, upgrading the eastside force main, renovating sludge handling facilities at WWTP, pump station repairs, repair to the service to Food Lion and Machine and Welding on Hwy. 301, repair to deteriorating sewer lines (northern outfall off Old Fairground Road, Morris Circle and Guy Avenue Area, Spring Branch and Godwin Street Area). As part of the downtown area, there will be \$400,000 worth of sewer lines that will need to be repaired. In total, this will be a 5.7 million dollar project (3 million CWMTF grant will be applied toward it as well as a \$500,000 Rural Center Supplemental grant that has been applied for as well as borrowing the remaining funds at a low interest rate just above 2% rate) This will address everything on the current list of repairs.

Further discussions were held about the downtown revitalization that will or may work in concert with the utility upgrades.

## **Street Re-surfacing**

### **Projects**

Mr. Powell distributed a list of 2008 Miscellaneous Street Improvements with an estimated construction cost. It targeted (15) areas with a total recommended project budget of \$600,000. Powell Bill funds could be utilized over a period of 3-5 years to pay for these street improvements. These areas include:

- Area 1 – Orange from Godwin to Cumberland
- Area 2 – Layton from Godwin to Pope
- Area 3 – Elm from Cumberland to Pearsall
- Area 4 – Washington from Cumberland to Pope
- Area 5 – King from Divine to Pearsall
- Area 6 – King from Cumberland to Edgerton
- Area 7 – Lucknow from Broad to Cumberland
- Area 8 – Surles from Ellis to Morris Circle
- Area 9 – Tracey Lane from Friendly to Old Fairground
- Area 10 – Exchange from Fairview to Highway 301
- Area 11 – Canal Drive from Fairview to Old Fairground
- Area 12 – Wake Street from Fayetteville to Railroad
- Area 13 – Sampson from Edgerton to Harnett
- Area 14 – Lee from Broad to Harnett
- Area 15 – Harnett from Holland to McNeill Circle

Manager Autry explained that the streets proposed for resurfacing have been on a top priority list since 1999. Discussion was held about the criteria used to propose these streets. Structural damage is one criteria used to determine if a street needs to be resurfaced.

Mayor Harris asked that each council member research their district and determine if there are additional streets that may need to be added to the list.

Mr. Powell distributed maps of the downtown development area and revitalization target area. Discussions were held about grant funding from the state to allow renovations in the downtown. It is estimated to cost in excess of one million per block to install underground power. They have projected \$400,000 for sewer rehabilitation in the downtown area. Discussion was held about how to improve overhead wiring to enhance the appearance of wireless stop lights and street posts in the downtown. Further estimates will be forthcoming from Progress Energy. Discussion was held about the new construction of First Citizens Bank in the downtown area being the model and footprint to future improvements. Discussion was held about enhancing the water lines in the downtown area to improve hydrant capabilities, how to fund downtown revitalization, and rural development offerings of loans, etc.

## **Fire Department**

Mayor Harris stated that he had received a proposal from the Dunn Rescue Squad to combine with the Dunn Fire Department to create a non-profit known as Dunn Emergency Services, Inc. Dunn Emergency Services, Inc. will provide 24 hour personnel. The City Council has authorized Administration to further investigate this proposal, followed by a public hearing by the City Council before a final proposal is made.

Manager Autry updated the council on the equipment needs of the Fire Department and the recent award of a pumper/tanker grant. Congressman Etheridge will present this grant check to Chief Tew tomorrow. Application for grant funding for additional personnel is also in process.

Manager Autry asked Chief Tew if he would like to make any comments. Chief Tew stated that he had no comment on the merger proposal.

Further discussion was held about the recent grant award of \$261,000 given the Fire Department for a pumper/tanker.

## **Public Works & Utilities**

### **Excavator Purchase**

Manager Autry explained the need to purchase an excavator since the previous one was auctioned July, 2007 for \$10,100. The City has had to lease track hoes to demolish condemned housing. As of June 30,



2007, there was over \$300,000 in Powell Bill fund balance. He asked that a decision be made to take the monies out of Powell Bill Surplus to pay for a new excavator on a cash basis or to finance it.

Manager Autry suggested utilizing the \$80,000 plus balance in the existing budget for street re-surfacing toward the purchase of this unit. Council consensus was for the City Manager to bring a budget amendment to the February 7<sup>th</sup> Council meeting to proceed with the purchase of an excavator.

#### **Policy on Bulky Items & Debris Pickup**

Manager Autry explained the issue of excess bulky items left by the street for pick-up by the City. There is a concern with complete housing contents being left by the street side and entire trees left by the curb for pick-up by the City. Furniture and limb pick-up is collected separately and taken to the landfill. He suggested that portions of the City Code be rewritten to address these two issues (major tree cutting and entire contents of houses left by the curb).

The City currently pays tipping fees to Harnett County of \$20.00/ton for limbs. Mayor Harris asked Manager Autry to bring back recommendations of how to handle this issue.

#### **Mayor of Wrightsville Beach**

Mayor Harris welcomed Mayor Whalon of Wrightsville Beach along with former City of Dunn Council Member Robbie Diemer, who is a resident of Wrightsville Beach, to the meeting.

Mayor Whalon spoke about the different issues that face his board with reference to beach maintenance (they receive no monies to maintain the beach while tourists enjoy it), doing what is right for the community as an elected official and their responsibility as an elected official to listen. He thanked the City of Dunn for choosing Wrightsville Beach for their Retreat.

He spoke about the challenges of keeping up with the infrastructure needs of Wrightsville Beach with the percentage of tax dollars they actually receive from a population of only 2700. With only 4 miles of area, it makes for an interesting and unique situation when they experience a population peak of 2 million people during certain seasons and 180,000 to 200,000 visitors during the weekend.

#### **Discussion of Department Head Budget Items**

##### ***Parking Lot Pavement Projects***

Manager Autry gave an update on the paving project of the two city-owned parking lots at the Machine and Welding Parking lot and the old Fisherman's Paradise Parking lot. Plans are to have both parking lots paved by mid-February.

Discussion about the Downtown Development Corporation having a mural painted on the side of the old Fisherman's Paradise building now owned by the City.

##### ***Traffic Light at Erwin Road and Tilghman Drive***

Manager Autry gave an update on the traffic light installation at Erwin Road and Tilghman Drive, right-of-ways to obtain and opening the entrance across from Tilghman Drive owned by Bobby Wellons. Designs will have to be approved by the Department of Transportation and Mr. Wellons is in the process of having the property across from Tilghman Drive rezoned to commercial. This rezoning request will be forthcoming at the February Planning Board meeting.

##### ***Water Plant Improvement Project***

He explained that an excess of \$100,000 is in an existing water fund line item that is not specifically targeted for any project. He asked that (2) Projects for the water plant (De-Chlorination Project and Mary Stewart Tank Piping Project) be funded by this contingency account in the existing budget. Council consensus was for the Manager to proceed with re-designating these monies and bring forth a budget amendment at the February 7<sup>th</sup> City Council meeting.

### ***Pay Study***

Mr. Autry explained that a pay study has not been done for the City since 1998. He proposed a pay and staffing study.

### **Building Inspections**

Inspector Blackmon stated that in July, 2005, the City of Dunn entered into a contract with the Town of Angier to provide inspections. This contract will expire June 30, 2008. He recommended a small percentage increase to cover rising fuel cost. The current contract price is \$33,000/year.

Discussion was held about the possibility that this contract, if renewed, may need to be amended as a result of the effect BRAC may have on this area in the next three years.

Mr. Blackmon spoke about strengthening the minimum housing restrictions and rental unit inspections. He recommended a Rental Housing ordinance similar to Elizabeth City's. Council consensus was to direct Inspector Blackmon to pursue this issue.

### **Police Department**

#### ***Curfew and Noise Ordinance***

Chief Jones spoke about a proposed curfew ordinance and noise ordinance. The City of Dunn's current ordinance is unenforceable since it is based on decibels. Council consensus was to move forward with the Noise Ordinance.

#### ***PAL***

Currently the police department has (1) juvenile officer. Citing House Bill 492, the juvenile age will increase to 18 years old and one (1) officer will not be able to handle the increase of case loads. He asked that consideration be given in budget year 2009-10 to add another juvenile officer.

#### ***Vehicle Policy***

He presented the current policy which is restricted to 15 miles for take-home cars for police officers.

#### ***Incentives***

He gave a summary of the crime index for Dunn. Pay grades are compressed. He expressed the need to add new job titles such as Master Patrol Officer and Senior Sergeant Position. Discussion was held that this issue could be combined with an overall city pay study.

### **Fire Department**

Chief Tew gave a list of needs for this department:

- Vehicle replacement
- Turn-out gear
- Thermal image camera
- Circular saw
- Fire hose
- (10) Pagers
- (5) portable hand-held radios
- (2) laptop computers
- Facility/Building Upgrade
- Additional Staffing

### **Library Department**

Librarian Mike Williams gave a list of needs:

- Library Building Improvement
- Additional phone
- Increase in the book budget
- Public access computers
- Consider library staff wages when a pay study is implemented – salary ranges are lower than Harnett County

### **Planning Department**

Mr. Neuschafer presented a list of needs:

- Master Plan for the City of Dunn that would focus on a certain area – identifying a redevelopment zone per NC General Statutes that would have grant offerings. A Master Plan is more specific than a Land Use Plan.
- Right-of-way Improvements-Continue to pursue aesthetic and functional improvements to the City's right of ways..
- He is also working toward completing the planning process for the pedestrian planning grant.
- Personnel-Manager Autry mentioned the need to add personnel to the Planning Department once the space need is addressed.
- Vehicle
- Stormwater Ordinance

### **Public Works**

Public Works Director Billy Addison gave a list of priorities for this department:

#### ***Year 2008***

- Knuckle Boom Loader Limb Truck - \$150,000
- Flail Mower - \$10,000

#### ***Year 2009***

- (2) limb trucks - \$100,000
- Payloader - \$90,000

#### ***Year 2010***

- Street Sweeper - \$200,000

68 structures have been removed by Public Works in the last (4) years. Harnett County will reimburse the City 50% of the cost for tipping fees in substandard housing demolitions.

### **Public Utilities**

Utilities Director Dean Gaster went over the list of priority items from a proactive approach (this was a very in-depth listing of items). Only funding amounts are listed:

#### **Water Plant Facility Upgrades**

##### *Year 2008*

- \$113,400

##### *Year 2009*

- \$98,600

#### **Wastewater Treatment Plant Upgrades**

##### *Year 2008*

- \$72,900

##### *Year 2009*

- \$49,750

#### **Lift Stations**

##### *Year 2008*

- \$25,650

##### *Year 2009*

- \$30,000

##### *Year 2010*

- \$30,000

##### *Year 2011*

- \$30,000

### **Recreation Department**

Recreation Director Hudson gave the following list of priorities:

- Storage Building behind P.K. Vyas Recreation Center - \$25,000
- Concession Stand to include bathroom, storage space and picnic area surrounding the concession stand at Tyler Park - \$50,000
- Additional little league ball field at Tyler Park to include lighting, sod, and sprinkler as well as lighting for existing fields - \$125,000
- Resurface tennis/basketball court area at C.B. Codrington Park - \$12,000
- Replace 10' chain link fence that surrounds the tennis/basketball courts at Tyler Park and C.B. Codrington Park - \$20,000

The facilitators went over the Council's expectations that were established at the beginning of the Retreat and went over the ground rules that were established and accomplished. The Council went through a self-critique session to develop a list of things that were done well and things that should have been done differently during the Retreat meeting.

### **Self-Critique**

<b>Did Well</b>	<b>Do Differently</b>
Identified issues	Put issues into groups
Communicated well	Look at time allotted when you have new Council
Facilities were good	Separate Planning and Budget Retreats
Time Management was good	Second/Third level of priorities
Department Heads see Boards vision	
Review of past retreat (2004)	
Utilized facilitators	

With no further business to discuss, Motion by Council Member Maness, seconded by Council Member Billy Tart to adjourn the meeting at 12:50 p.m.

\_\_\_\_\_  
Oscar N. Harris  
Mayor

Attest:

\_\_\_\_\_  
Debra G. West  
City Clerk