

**Work Session Meeting of the Town Board of the Town of Lillington, Monday, February 11, 2019 at 8:30 a.m. at the Lillington Town Hall (102 E. Front Street), Lillington, North Carolina.**

Board Members Present: Mayor Glenn McFadden  
Mayor Pro Tempore Rupert Langdon  
Commissioner Dianne M. Johnson  
Commissioner Marshall Page, Jr.  
Commissioner Judy Breeden  
Commissioner Paul Phillips

Staff Present: Joseph Jeffries, Town Manager  
Lisa Young, Assistant Town Manager  
Alicia Gregory, Management Analyst/Town Clerk  
Ashley Wimberly, Public Works Director

**Call to Order & Welcome:** Mayor Glenn McFadden called the meeting to order at 8:30 am.

**NEW BUSINESS**

**Item #1 Discussion of Town Wayfinding Signage**

Town Manager Joseph Jeffries reviewed with the Town Board the issues that are continuing to arise with the new LED Sign. North Carolina Department of Transportation will not allow the Town to place the LED Sign in the median. Scott Brown the retailer of the sign suggested doing a temporary LED Sign that can be moved around town. Mr. Jeffries recommended purchasing the temporary LED Sign that is mobile. Scott Brown owner of Advanced Signs offered to let the town use his mobile LED Sign.

Mr. Jeffries also briefed the Board on the new wayfinding signs. Mr. Jeffries stated the first sign will be temporary in order to get feedback. The design of the sign was included in the packet.

The Board was pleased with the design of the wayfinding signs and wanted to precede without doing the temporary wayfinding signage and move forward with the permanent wayfinding signs.

**Item #2 Review and Discussion of Text Amendment for Consumption of Alcoholic Beverages**

Town Manager Joseph Jeffries stated currently the Town allows the sale of alcoholic beverages at the Community Center. Mr. Jeffries explained this amendment would allow other town owned properties the ability to sale and serve alcoholic beverages.

The Board wanted to ensure that this would not allow residents to consume alcoholic beverages at the Park during sporting events. Mr. Jeffries ensured them that the special event would have to be approved by the Town Manager.

Mayor McFadden clarified this would be a town sanctioned special event. He explained this would not permit someone to do this on a town owned street in a neighborhood.

The Board directed the Town Manager to move forward with the amendment, but to ensure the Lillington Community Center would still be permitted to serve alcohol.

**Item #3 Discussion of Revitalization and Economic Development Grant Award**

Town Manager Joseph Jeffries explained the Town of Lillington received an Award Letter from the Rural Economic Development Division. On behalf of the Rural Economic Development Division of the NC Department of Commerce and the members of the NC General Assembly the Town of Lillington was selected to receive \$25,000.00 for economic development project titled Downtown Revitalization as authorized under Section 15.9 of S.L. 2018-5. To receive this funding the Town must complete the proposal form to describe the project's proposed activities, estimated expenses and expected outcomes. The proposal form is due April 2, 2019. Mr. Jeffries explained this funding would be used to creating a Downtown Master Plan.

The Board had no objection to moving forward with the Downtown Revitalization Grant.

**Item #4 Review and Discussion of a Request to Extend Conditional Zoning District Multi-Family for Apartment Development Project off of South 6<sup>th</sup> Street**

Mayor McFadden recognized Marshall Parrish, Town Planner. She explained the Board of Commissioners approved an application for a Conditional Zoning request to build a 48-unit apartment building for seniors on South 6<sup>th</sup> Street, adjacent to East Ivey Street and Laura Lane, being PIN 0559-68-3418, at their regular business meeting on April 14, 2015.

The developer has requested an extension of the Conditional Zoning District for a period of 24 months. The conditions are that the project is contingent upon the successful construction of the plans for Muirwood Reserve Apartments prepared by Spaulding & Norris, PA. These plans serve as the basis of the application petition, review process, community meeting and subsequent approval of the conditional zoning request.

Staff has not received any other development inquires related to this property since the original request was approved.

Staff has reached out to other departments and is not aware of any changes in the Town ordinance(s) or other reasons that this request should not be approved.

Mr. Jeffries explained that after two years if there are no permits issued they must apply for an extension of the conditional zoning district.

Ms. Parrish introduced Stephanie Norris, the applicant.

Ms. Norris explained that they are in the funding process for the project. She explained currently they are doing a market study and investigation of the site currently. This facility would primarily be for senior housing. The market study will be available mid-March. If all studies and investigations come back in support of the project the funding cycle will begin and will take approximately until June 2021 for construction to be complete. Individuals must apply to live at the facility and must meet the requirements.

A motion was made by Commissioner Page to Extend the Conditional Zoning District Multi-Family for Apartment Development Project off of South 6<sup>th</sup> Street. The motion was seconded by Commissioner Breeden and approved unanimously.

**Item #5 Review and Discussion of a Request to Extend Conditional Zoning District Multi-Family for Apartment Development Project off of West Old Road**

Mayor McFadden recognized Town Planner Marshall Parrish. She explained that the Board of Commissioners approved an application for Conditional Zoning request to build a 72-unit apartment complex on property located off West Old Road and Warner Drive, being PIN's 0559-08-7957.000, 0559-09-6021.000, 0559-09-5063.000 and 0559-08-8629.000, at their regular business meeting on January 10, 2017.

The developer has requested an extension of the Conditional Zoning District for a period of 18 months. The conditions are that the project is contingent upon the successful construction of the Westfield Park apartments in accordance with the Preliminary Site Plan prepared by Parker & Associates, Inc. These plans serve as the basis of the original application petition, review process, community meeting and subsequent approval of the conditional zoning request.

Staff has not received any other development inquires related to this property since the original request was approved.

Staff has reached out to other departments and is not aware of any changes in the Town ordinance(s) or other reasons that this request should not be approved.

Ms. Parrish introduced Mark McCloskey, the applicant. Mr. McCloskey briefed the Board on the project and the current status of the project. He explained he is in the funding stage and will not find out until August if the project will receive funding.

Mayor McFadden asked if Quadrant Construction does the management of the property.

Mr. McCloskey stated that they contract the property management out.

Mayor McFadden wanted to clarify the type of housing this facility would be.

Mr. McCloskey explained this would be family housing and would not have age restrictions, it would be moderate income housing.

Mayor McFadden asked about the water and sewer capacity in that area and if it could handle this development.

Mr. McCloskey stated he had a letter of confirmation that the system had the capacity.

Mayor McFadden explained this was on the agenda for March and asked if there were any further questions. As there were none, he moved on to the next agenda item.

**Item #6 Administrative Reports**

*Monthly Water/Wastewater Report* - Mayor Glenn McFadden recognized Public Works Director, Ashely Wimberly. Mr. Wimberly presented the January 2019 monthly report. He reviewed all projects with the Town Board. The monthly report was provided to Town Board members for informational purposes.

*Monthly Financial Report* – Mayor Glenn McFadden recognized Lisa Young, Assistant Town Manager. Mrs. Young reviewed the financial summaries for the Town’s revenues, expenditures, and year-to-date fund balances in the General Fund, Water/Sewer Fund and the Powell Bill Fund for the month of January 2019. The financial report was provided to Town Board Members for informational purposes. (Minute Book notation: Financial reports are on file at Town Hall).

*Town Manager’s Report* – Mayor Glenn McFadden recognized Joseph Jeffries, Town Manager. Mr. Jeffries reviewed current and on-going town projects, provided a briefing on upcoming projects and responded to various questions from Town Board members.

**Item #7 Discussion of Regular Meeting Agenda for February 12, 2019.**

Town Manager, Mr. Joseph Jeffries, reviewed the Agenda for the February 12, 2019 Regular Meeting.

There was no other discussion on this item.

**Item #8 Closed Session to Meet per §143-318.11(a)(4), §143-318.11(a)(5) & §143-318.11(a)(6)**

Motion by Commissioner Page that the Town Board go into closed session as allowed by North Carolina General Statute §143-318.11(a)(4), §143-318.11(a)(5) & §143-318.11(a)(6). The motion was seconded by Commissioner Langdon and unanimously approved.

The Town Board members came out of closed session following the unanimous approval of a motion by Commissioner Page and second by Commissioner Johnson.

Following coming out of Closed Session:

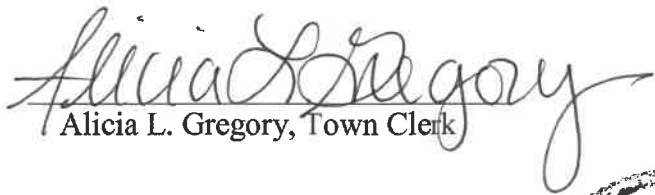
Commissioner Page made a motion to approve the addition of the Accounting Tech II Position. The motion was seconded by Commissioner Johnson and approved unanimously.

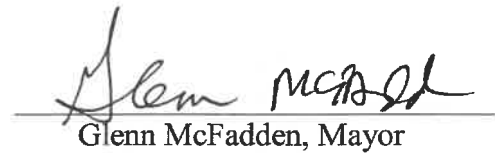
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Commissioner Page made a motion to reclassify the vacant Utility Tech I position to Senior Administrative Assistant. The motion was seconded by Commissioner Langdon and approved unanimously.

Commissioner Langdon made a motion to reclassify Planner I to Code Enforcement I. The motion was seconded by Commissioner Breeden and approved unanimously.

**Adjournment:** Commissioner Breeden moved that the meeting be adjourned. The motion was seconded by Commissioner Johnson and unanimously approved.

  
Alicia L. Gregory, Town Clerk

  
Glenn McFadden, Mayor

