

Work Session Meeting of the Town Board of the Town of Lillington, Monday, August 10, 2020 at 8:30 a.m. held virtually through ZOOM.

Board Members Present: Mayor Glenn McFadden
Mayor Pro Tempore Marshall Page
Commissioner Dianne M. Johnson
Commissioner Rupert Langdon
Commissioner Tim Stephens (Only Closed Session)

Staff Present: Joseph Jeffries, Town Manager
Lisa Young, Assistant Town Manager
Alicia Gregory, Management Analyst/Town Clerk
Ashley Wimberly, Public Works Director
Josh Perry, Planning & Inspections
William Baker, Parks & Recreation Director

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

NEW BUSINESS

Item #1 Acceptance of Easement for Frank Lewis River Property

Mayor McFadden recognized Joseph Jeffries, Town Manager. Mr. Jeffries explained Frank Lewis is requesting the acceptance of a 15' Bike & Pedestrian Easement along the Cape Fear located on property identified as PIN#: 0650-52-8342.000. Mr. Jeffries recommended the acceptance of the Easement. He explained this property is adjacent to the Cape Fear River and this area is a part of the Bike and Pedestrian Master Plan to improve connectivity and walkability of the Town of Lillington.

A motion was made by Commissioner Langdon to accept the Easement for Frank Lewis River Property. The motion seconded by Commissioner Johnson. The Board was polled and it carried unanimously.

Item #2 Davenport Public Finance Financial Advisor Agreement

Mayor McFadden recognized Joseph Jeffries, Town Manager. Mr. Jeffries briefed the Board that Davenport Public Finance over the past five years, have consistently ranked in the top 10 financial advisors nationally for competitive issues. Since 1998, they have served as financial advisor on more than 1,800 transactions totaling in excess of \$39.5 billion. They provide transaction-related services and manage the debt issuance process for the issuance of tax-exempt and taxable municipal securities in public and non-public offerings. In addition to a highly experienced staff providing traditional investment banking services to public sector clients during the debt issuance process, their public finance team provides strategic financial planning services that include value-added proprietary research, specialized computer modeling, fiscal policy and budgetary analysis, multiyear capital planning, cash management and debt management, as well as monitoring and analyzing fiscal and economic trends.

Mr. Jeffries explained that the Town is looking to finance several different projects. Mr. Jeffries stated that the Town would have an affordability analyst to assist in making the best financial decisions for the Town. Davenport would not only assist in determining affordability but also obtaining funding.

Presented for your consideration is an Agreement between the Town of Lillington and Davenport Public Finance to assist the Town of Lillington in Financial Planning for the future. For more information on the services, which will be provided, please refer to Scope of Services section in the Agreement. This contract is a not to exceed \$20,000.

Commissioner Langdon asked Mayor McFadden his experience with Davenport.

Mayor McFadden had all positive feedback regarding Davenport and felt it would be an asset.

Commissioner Page made a motion to approve the Davenport Public Finance Financial Advisor Agreement. The motion was seconded by Commissioner Johnson. The Board was polled and it carried unanimously.

Item #3 Discussion of Food Truck Ordinance

Mayor McFadden recognized Joseph Jeffries, Town Manager. He explained as we have discussed in the past a proposed Food Truck Ordinance. Mr. Jeffries stated that we do not currently have an ordinance that specifically addresses food trucks, except for a special event. At the direction of the Board, Mr. Jeffries explained that he would like to explore ordinances and wanted some direction from the Board on how they wanted to address this by creating a text amendment to the Code of Ordinances. He explained a sample ordinance is provided in the packet that outlines some commonly used ordinances in other municipalities. Limits spacing from brick and mortar businesses, number of times per week they can operate, no overnight parking, and other operational standards. Mr. Jeffries requested any feedback regarding the sample ordinance.

Commissioner Johnson asked if the restaurants were aware that there was a proposed ordinance.

Mr. Jeffries stated no, not at this time because there has not been a Public Hearing. However, he did say he had spoken with some of the local business owners and spoke about their concerns.

Commissioner Johnson did not want to lose the permanent restaurants in town.

Commissioner Page asked about not having a food truck on a town right of way unless it is a town event.

Mr. Jeffries stated this could be changed if there were concerns.

Commissioner Page said he did not have an issue with the food truck and felt it did bring outside people to the Town of Lillington.

Commissioner Langdon asked about how the trucks would be accessed and did not want any pedestrian issues. He stated his other concern was patio dining because it is more like a restaurant when you are setting up tables for outside dining.

Mr. Jeffries stated he was currently working on design standards for outdoor patios and the concept was approved in the Downtown Master Plan.

Commissioner Johnson asked if we allowed them to go into a Public Parking Lot and take up space.

Mr. Jeffries explained that that would only be allowed during a special event approved by the Town of Lillington.

Mayor McFadden stated that if you allow them to do this in the public right of way this would cause issues for traffic and pedestrians. He stated he has had residents in town whom feel that food trucks could create issues. He also stated that local restaurants felt that food trucks should be held at the same standard as local brick and mortar restaurants. And he also asked if food trucks would only be allowed on a developed commercial lot.

Mr. Jeffries explained that is correct they are not allowed on undeveloped lots. And he stated all food trucks will have to have a permit from the Town and from the health department.

The Board requested a proposed Food Truck Ordinance and requested feedback from local businesses and the Planning Board.

There was no further discussion.

Item #4 Administrative Reports

Monthly Public Works Monthly Activities Report - Mayor Glenn McFadden recognized Public Works Director, Ashley Wimberly. Mr. Wimberly presented the July 2020 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 Alicia Gregory, Management Analyst/Town Clerk. Ms. Gregory 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 July 2020. 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:

Mr. Jeffries briefed the Board on the extensive damage from the rain event that took place August 6, 2020. He explained that Duncan Street, South River Road, and 2nd Street are going to be major repairs. Staff is currently working with the Stormwater Engineer to correct these issues. Staff is looking for funding sources to assist with these damages.

Commissioner Johnson asked if someone could call NCDOT about the terrible condition of the roadways.

There were no other questions for Mr. Jeffries.

Item #5 Discussion of Regular Meeting Agenda for August 11, 2020

Town Manager, Mr. Joseph Jeffries, reviewed the Agenda for the August 11, 2020, Regular Meeting.

There were no questions presented.

Item #6 Closed Session to Meet per §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)(5) & §143-318.11(a)(6). The motion was seconded by Commissioner Langdon and unanimously approved.

There was no other discussion on this item.

Commissioner Langdon moved to go into Closed Session.

Commissioner Page moved to go into Closed Session.

Commissioner Johnson moved to go into Closed Session.

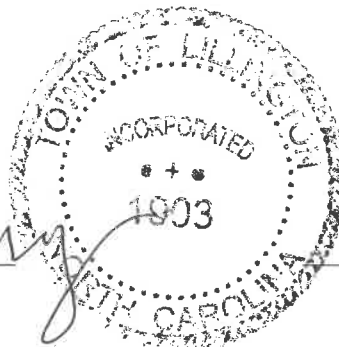
A motion was made by Commissioner Page to come out of Closed Session. The motion was seconded by Commissioner Langdon and unanimously approved.


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

The Board was polled and the meeting adjourned with unanimous approval.

Attest:


Alicia L. Gregory, Town Clerk




Glenn McFadden, Mayor