



**TOWN OF HARRISBURG, NORTH CAROLINA
HARRISBURG TOWN HALL
TOWN COUNCIL MEETING**

**February 10, 2020
6:00 PM**

AGENDA

1. CALL TO ORDER

- A. AGENDA ADOPTION
- B. INVOCATION
- C. PLEDGE OF ALLEGIANCE
- D. SPECIAL PRESENTATIONS
 - 1. Proclamation - Black History Month
 - 2. Harrisburg Youth Council
- E. PUBLIC COMMENT - Anyone wishing to address the Town Council may do so during the Public Comment section. Please state your name and address for the record, be courteous and do not repeat what has already been said. Please keep your comments about the subject and not personal in nature.

2. CONSENT AGENDA

- A. Consider the minutes of the January 13, 2020 Town Council meeting.
- B. Consider the minutes of the January 28, 2020 Special Meeting of Town Council.
- C. Consideration of Amendment to FY2020 Budget Ordinance for Insurance Proceeds for Deputies and Communications

3. COMMUNICATIONS

- A. TOWN MANAGER/FINANCE MONTHLY REPORT
- B. MAYOR'S COMMENTS
- C. COUNCIL COMMENTS

4. PUBLIC HEARINGS

- A. Public Hearing to Consider Changing the Rental Cap From 20% to 10% in the Farmington PUD

5. **OLD BUSINESS**

6. **NEW BUSINESS**

- A. Staff Presentation and Discussion of Harrisburg Parks & Recreation Athletics

7. **ACTION ITEMS**

8. **CLOSED SESSION**

- A. Closed Session to consult with an attorney per G.S. 143-318.11(a)(3).

9. **ADJOURNMENT**

Town of Harrisburg's Vision Statement

Harrisburg will be the best small town in North Carolina based on low density housing, excellent economic opportunities, a safe living environment, and efficient and effective municipal services. Amenities such as excellent recreational programs, adequate open space, attractive shopping opportunities, a diversity of restaurants, and a connected system of roadways, sidewalks, greenways, and bicycle lanes will continue to enhance the quality of life of the Town. These services and amenities will be provided while retaining reasonable tax rates and debt levels.



TOWN OF HARRISBURG

Agenda Item Details

Title:

Proclamation - Black History Month

Presenting Personnel:

Suggested Motion or Action:

None necessary

Description/Background:

Recommendation:

Fiscal Impact:

Attachments:

1. Proclamation - Black History Month



Black History Month Proclamation

Whereas, Black History Month was inspired by Dr. Carter G. Woodson, a Harvard University trained Black scholar, who found in his studies that history books largely ignored the Black population; and

Whereas, Dr. Woodson accepted the challenge of writing Black people into the nation's history and went on to launch programs that have culminated into a month that draws the world's attention to the contributions of Black people throughout history; and

Whereas, this observance affords special opportunity to become more knowledgeable about Black heritage, and to honor the many Black leaders who have contributed to the progress of our nation; and

Whereas, such knowledge can strengthen the insight of all our citizens regarding the issues of human rights, the great strides that have been made in the crusade to eliminate the barriers of equality for minority groups, and the continuing struggle against racial discrimination and poverty;

Therefore I, Steven Sciascia, Mayor of the Town of Harrisburg, North Carolina, do hereby proclaim the month of February, 2020 as

Black History Month

in the Town of Harrisburg and urge all citizens to join together in making this a period of rededication to the principles of justice and equality for all people.

This the 10th day of February, 2020.

Steven J. Sciascia, Mayor

ATTEST:

Janet Rackley, Town Clerk



TOWN OF HARRISBURG

Agenda Item Details

Title:

Consider the minutes of the January 13, 2020 Town Council meeting.

Presenting Personnel:

Suggested Motion or Action:

Motion to approve the minutes of the January 13, 2020 Town Council meeting.

Description/Background:

Recommendation:

Fiscal Impact:

Attachments:

1. Minutes January 13, 2020

**TOWN OF HARRISBURG, NORTH CAROLINA
TOWN COUNCIL MEETING
MONDAY, JANUARY 13, 2020
6:00 PM**

MINUTES

Mayor Steve Sciascia called the meeting to order.

PRESENT: Mayor Steve Sciascia; Mayor Pro-Tem John Booth, Councilmembers Diamond Staton-Williams, Ian Patrick, Rick Russo, Ron Smith, Rodney Dellinger, Troy Selberg

1A.

AGENDA ADOPTION

One change proposed:

- Move Special Presentation Item 1D-2 (Yogathon Proclamation) to the Consent Agenda.

MOTION:

Councilmember Russo made a motion to adopt the agenda with the change proposed. Second was made by Councilmember Selberg. **The motion passed 7-0.**

1B.

INVOCATION

Rep. Larry Pittman conducted the invocation.

1C.

PLEDGE OF ALLEGIANCE

1D.

SPECIAL PRESENTATIONS

- Proclamation – Dr. Martin Luther King, Jr.
- FY2019 Financial Audit Presentation.

1E.

PUBLIC COMMENT

- Lily Evans, 3296 Hawick Commons Court, Harrisburg – Spoke about the Say Something App, an app that aims to help students prevent violence.

2.

CONSENT AGENDA

- A. Consider the minutes of the December 9, 2019 Town Council meeting.
- B. Approval of Town Council Departmental Assignments.
- C. Approval of appointment of members to Local Relief Fund Board of Fire Department.
- D. Proclamation – Health for Humanity Yogathon

MOTION:

Councilmember Russo made a motion to approve the Consent Agenda. Second was made by Mayor Pro-Tem Booth. **The motion passed 7-0.**

3A.

COMMUNICATIONS

TOWN MANAGER/FINANCE REPORT

Manager Report:

- The neighborhood meeting for January has been moved from January 16 to January 23. Same time and place, just a different date.

Finance Report:

- Brian Lee, Deputy Finance Director, gave the finance and projects update.

3B.

COMMUNICATIONS

MAYOR'S COMMENTS

- Need to appoint a new Mayor Pro-Tem.

MOTION:

Councilmember Russo made a motion to appoint Councilmember Smith as Mayor Pro-Tem. Second was made by Councilmember Booth. **The motion passed 7-0.**

- Would like to establish a UDO Committee. Looking for volunteers. Councilmembers Patrick, Dellinger and Selberg volunteered to serve.
- Sustainability Committee will be rolling out a Green Leaf program for businesses in April. It will allow businesses to earn 1 – 4 leaves for sustainability. Any business that earns 4 leaves will be given a sticker to display and will be featured on our sustainability page on the website. Program may be expanded to include neighborhoods as well.
- The Economic Development Committee needs to go ahead and set a meeting. After some discussion a meeting was set for February 5 at 6pm.

3C.

COMMUNICATIONS

COUNCIL'S COMMENTS

Mayor Pro Tem Smith

- Thanked Daniel Stines and his staff for the work they did with the Christmas Tree this year. There were a lot of challenges with having to move it from one location to another and weather causing light outages.
- Would like to see if there is a way to preview what is going to the Planning and Zoning Advisory Board ahead of their meetings so that the public has more time to ask questions about items. Town Manager Haynes Brigman and Planning Staff will look at this and bring back a recommendation.

Councilmember Russo

- Asked Daniel Stines about Harrisburg Park renovation timeline. Would like to make sure that Council is kept up to date on the progress and whether the park will be completed in time for the July 4th Festival. Daniel gave a brief update and stated that things are on schedule right now. We will know for sure by March 15 whether the deadline will be met. A lot depends on the weather.

Councilmember Staton-Williams

- The next Youth Council meeting will be held on January 28th at 6:30 pm. They will have a speaker from the school system talking about respecting boundaries.

Mayor Pro-Tem Smith

- Asked Rob Donham for an update on the 4-way stop at Caldwell Road. Rob stated that it is working better than expected. We have no reports of major crashes and very few complaints. The deputies are also out there giving warning tickets to those who run the stop signs. We can add some information on our website about how to navigate a 4-way stop as well.

4A.

PUBLIC HEARING

Consider changes to Chapter 53 - Storm Water of the Town of Harrisburg Code of Ordinances. The Town of Harrisburg Engineering Department has worked with a consultant to update and improve Chapter 53 of the Code of Ordinances. Changes include changes in terminology and procedures that were passed down from the State level,

clarification of existing codes, and the adoption of a low-density development standard.

The term BMP, which stands for Best Management Practice, was previously used by the State to encompass a program or structure that protects, maintains, or restores storm water. The loose definition of this term was updated by the State in 2017. The term the State now uses is Storm Water Control Measures (SCM) which more accurately depicts the intent of the storm water program. A Storm Water Control Measure reduces the volume of water and the level of total suspended solids leaving a site. In addition, the State revised the definition of built-upon area (BUA). The ordinance has been revised throughout to reflect these changes in terminology.

The current Storm Water Ordinance refers to development and redevelopment. The definition of these terms has changed at the State level. The term redevelopment was revised to meet the current State definition, such that redevelopment is exempt from the Storm Water Ordinance because it does not contribute any additional built upon area or change the hydraulics of the site. Although redevelopment is now exempt by means of a stricter definition, the ordinance shall still apply to any site that does not minimize downstream private and public property damage resulting from flooding and impact to the performance of public infrastructure.

A differentiation between low-density and high-density development was made in the revised ordinance. The proposed rules of low-density development adhere to the State policy. The Town has never formally adopted a low-density standard.

The public hearing was opened.

Speaking: None

The public hearing was then closed.

After some discussion, the following action was taken:

MOTION:

Councilmember Russo made a motion to approve changes to Chapter 53 – Storm Water of the Town of Harrisburg Code of Ordinances as presented. Second was made by Mayor Pro-Tem Smith. **The motion passed 7-0.**

4B.

PUBLIC HEARING

Consider the annexation of parcels associated with Camellia Gardens Subdivision, H2018-08-(R). Town Council approved the rezoning request H2018-08-(R) on Monday, August 12, 2019 for parcels 55170390420000, 55170235250000, 55170347420000, 55170245910000, 55079363640000 & 55079255470000 located on Stallings Road across from Stallings Road Park and Harrisburg Elementary School. The rezoning request H2018-08-(R) was to rezone these parcels from RE, Rural Estate to RV-CZ, Conditional Residential Village.

Since this property is located in the Harrisburg ETJ, the property did not need to be annexed prior to the rezoning or at the time of rezoning, however annexation must be done prior to connecting to Town utility services. The applicant has now completed the ALTA survey of all parcels and the property to be annexed is 89.29 acres.

The public hearing was opened.

Speaking: None

The public hearing was then closed

After some discussion, the following action was taken:

MOTION:

Councilmember Booth made a motion to approve the annexation of parcels associated with Camellia Gardens Subdivision, H-2018-08 (R). Second was made by Councilmember Staton-Williams. **The motion passed 6-1 (Councilmember Dellinger voting against).**

5.

OLD BUSINESS

None

6A.

NEW BUSINESS

Consider Preliminary Plat for the Camellia Gardens Subdivision H2019-03 (S). Mike Shea, on behalf of Shea Homes, has submitted a preliminary plat application for 157 single-family homes, located on Stallings Road across from Stallings Road Park and Harrisburg Elementary School. The site Pin includes 55170390420000, 55170235250000, 55170347420000, 55170245910000, 55079363640000, and 55079255470000 consisting of a total area of 89.96 acres. The subject property recently rezoned on August 12, 2019 to C-RV, Conditional Residential Village (H2018-08-R).

A staff report has been submitted for more information along with a site plan with development notes for your consideration. Staff has reviewed the site plan in accordance with the Harrisburg Area Land Use Plan (HALUP) and Unified Development Ordinance (UDO).

Staff and the Planning and Zoning Board recommend approval of the proposed preliminary plat to the Town Council, with the inclusion of the conditions of the approved conditional rezoning plan.

After some discussion, the following action was taken:

MOTION:

Councilmember Patrick made a motion to approve the preliminary plat application as requested by the applicant for related property in application H2019-03 (S). Second was made by Councilmember Booth. **The motion passed 6-1 (Councilmember Dellinger voting against).**

6B.

NEW BUSINESS

Consider Preliminary Plat for the Terraces at Farmington Subdivision H2019-01 (S). Eddie Moore with McAdams, on behalf of the Farmington owner and developer, has submitted a preliminary plat application for 144 town homes, located on the north side of Rocky River Road adjacent to the Mecklenburg County line and west of Stafford Road approximately 900' north of Rocky River Road.

The site address is 9880 Rocky River Road and the Town Home POD consists a total area of 22.40 acres. The subject property is part of the Farmington PUD and the site plan was recently updated (Case #H-2019-02-(R)) in September 2019 to allow for removal of the condition to build a YMCA and add additional residential units.

A staff report has been submitted for more information along with a site plan with development notes for your consideration. Staff has reviewed the site plan in accordance with the Harrisburg Area Land Use Plan (HALUP), Unified Development Ordinance (UDO) and previously approved Farmington PUD.

Planning and Zoning Board reviewed the preliminary plat at their October 15, 2019 meeting and recommended this be approved by the Town Council.

After some discussion, the following actions were taken:

MOTION:

Mayor Pro-Tem Smith made a motion to set a public hearing for February 10, 2020 to consider changing the rental cap from 20% to 10% in the Farmington PUD. Second was made by Councilmember Russo. **The motion passed 7-0.**

MOTION:

Councilmember Selberg made a motion to approve the preliminary plat application as requested by the applicant for related property in application H2019-01 (S). Second was made by Councilmember Russo. **The motion passed 7-0.**

6C.

NEW BUSINESS

Consider Preliminary Plat for the Commons at Farmington Subdivision H2019-05 (S). Eddie Moore with McAdams, on behalf of the Farmington owner and developer, has submitted a preliminary plat application for 112

town homes and 37 single-family homes, located on the north side of Rocky River Road adjacent to the Mecklenburg County line and west of Stafford Road approximately 900' north of Rocky River Road. The site address is 9880 Rocky River Road and the Town Homes POD consists a total area of 36.21 acres. The subject property is part of the Farmington PUD and the site plan was recently updated (Case #H-2019-02-(R)) in September 2019 to allow for removal of the condition to build a YMCA and add additional residential units.

A staff report has been submitted for more information along with a site plan with development notes for your consideration. Staff has reviewed the site plan in accordance with the Harrisburg Area Land Use Plan (HALUP), Unified Development Ordinance (UDO) and previously approved Farmington PUD.

Staff and the Planning and Zoning Board recommend approval of the proposed preliminary plat to the Town Council, with the inclusion of the conditions of the approved conditional rezoning plan.

After some discussion, the following action was taken:

MOTION:

Councilmember Selberg made a motion to approve the preliminary plat application as requested by the applicant for related property in application H2019-05 (S). Second was made by Councilmember Booth. **The motion passed 7-0.**

6D.

NEW BUSINESS

Consider Parks and Recreation Advisory Board Appointments. The Parks and Recreation Advisory Board has four (4) appointments for the upcoming term. The Town received five applications for the four positions (three seeking reappointment). The Advisory Board and department staff have not offered recommendations for approval. Town Council should appoint four members to the vacant seats.

A summary of the applicants is provided below, and their applications have been submitted for consideration.

- Jason Marshall: seeking re-appointment and has not exceeded term limits. Jason has been a valuable member to the board, and remains active in volunteering, mountain bike trail building and is a vital greenways and development plans reviewer as a professional engineer.
- Linda Thurman: seeking re-appointment and has not exceeded term limits. Linda is a valuable member to the board, she serves at nearly all the Towns events, is very knowledgeable of the department and Town and has a passion for parks.
- Carl Westine: seeking re-appointment and has not exceeded term limits. Carl is one of the board's newer members. He brings a unique skill set as an evaluator which will be useful in the coming year as this board performs an internal update to the Parks and Recreation Master Plan.
- Timothy Morris: Timothy is a new applicant and has not previously served on the Advisory Board. Timothy has children in our program and is vested in the community.
- Brantlee Drake: Brantlee is a new applicant and has not previously served on the Advisory Board. Brantlee has a strong resume and background in Adult Education, Horticulture and is an active community volunteer.

After some discussion, the following action was taken:

MOTION:

Councilmember Russo made a motion to appoint Jason Marshall, Linda Thurman, Carl Westine and Brantlee Drake to the Parks and Recreation Advisory Board. Second was made by Mayor Pro-Tem Smith. **The motion passed 4-3 (Councilmembers Staton-Williams, Booth and Selberg voting against).**

6E.

NEW BUSINESS

Consider approval of a contract for the preliminary engineering of the Caldwell Road Extension Capital Improvement Project and the related reimbursement resolution. The Town of Harrisburg recognized the sub-area of Harrisburg referred to as "Morehead West", which is situated between Morehead Road and the western

boundary of Cabarrus County, as an area for potential economic development. The Morehead West Area Plan completed by Nealon Planning in 2017 provides a plan to develop the area according to the vision of the Town of Harrisburg, helping the Town achieve a more balanced tax base, meeting the needs and expectations of existing and future residents in terms of living, shopping, dining, entertainment and employment options. This will also provide the opportunity to make a statement about Harrisburg at its doorstep, establishing a distinct identity for the Town and creating an inviting place through the design and configuration of the development.

The Town of Harrisburg will provide the main infrastructure road through the development to promote economic growth through the area and provide another connection to Concord from Hwy 49. RK&K will perform a preliminary engineering study to determine the feasibility of proposed alignments, provide a preliminary cost estimate, and section the proposed alignment into manageable phases.

Selection was made through a Request for Qualification (RFQ) process, which resulted in the evaluation of numerous qualification proposals. RK&K was determined to be a qualified bidder and Town staff subsequently negotiated the fee that has been proposed with this agenda item.

After some discussion, the following action was taken:

MOTION:

Councilmember Russo made a motion to award the contract to RK&K Engineering in the amount of \$59,040.74 for the preliminary engineering services of the Caldwell Road Extension Capital Improvement Project, authorizing Town staff and the Town Attorney to finalize the terms of the contract and to approve the related reimbursement resolution. Second was made by Mayor Pro-Tem Smith. **The motion passed 7-0.**

6F.

NEW BUSINESS

Consider approval of contract for the design of Phase 1 of the Morehead West Sanitary Sewer and Leatherwood Pump Station Decommissioning Capital Improvement Project and the related reimbursement resolution. The need for the proposed project arose due to the Town of Harrisburg's wish to provide infrastructure for sewer service to the Morehead West Area.

Development within the area was previously detailed and documented by the Town's Morehead West Area Plan adopted on April 11, 2017 by Nealon Planning, PLLC. The Morehead West Area is approximately 1,600 acres in size and is located in Cabarrus County, between NC-49 and US-29. The proposed development includes light industrial, retail, office, mixed use, as well as residential areas. The existing residential neighborhood on the southeast side of the Morehead West Area is currently served by 8-inch gravity sewer and the Leatherwood pump station, while the existing subdivision along the south side is served by 8-inch gravity sewer and the Bentley Hills pump station.

A preliminary engineering report was provided by WK Dickson on May 30th, 2019. The preliminary engineering report provided four alternatives. The alternative selected by the Town of Harrisburg provides the ability to serve the Morehead West Area while decommissioning the Leatherwood Pump Station, resulting in a reduction in lifetime maintenance costs. The design will consist of two phases. Phase 1 includes approximately 4,680 linear feet of 12-inch gravity sewer beginning along Mallard Creek, near the existing Leatherwood pump station. The proposed 12-inch line meanders along Mallard Creek to its confluence with Rocky River and discharges into Manhole #011680 in the Water and Sewer Authority of Cabarrus County (WSACC) Rocky River Interceptor Outfall. Approximately 710 linear feet of 8-inch gravity sewer is proposed from the Leatherwood Pump Station to the proposed 12-inch gravity sewer allowing for the abandonment of the Leatherwood Pump Station. The 12-inch portion of Phase 1 would serve as the main outfall for future development within the Morehead Area.

Selection was made through a Request for Qualification (RFQ) process, which resulted in the evaluation of numerous qualification proposals. Black and Veatch Engineering was determined to be a qualified bidder and Town staff subsequently negotiated the fee that has been proposed with this agenda item.

After some discussion, the following action was taken:

MOTION:

Councilmember Russo made a motion to award the contract to Black and Veatch Engineering in the amount of \$270,300 for the design of Phase 1 of the Morehead West Sanitary Sewer and Leatherwood Pump Station Decommissioning Capital Improvement Project, authorize Town staff and the Town Attorney to finalize contract terms, and the related reimbursement resolution. Second was made by Mayor Pro-Tem Smith. **The motion passed 7-0**

6G.**NEW BUSINESS**

Consider approval of contract for the Sanitary Sewer Evaluation Study in Bradford Park and the related Project Ordinance Amendment. Every year, the Town of Harrisburg performs sanitary sewer rehab to older portions of our sanitary sewer system. The first step in building a successful rehab project is to analyze the existing systems and determine deficiencies.

The Town has selected Maser Consulting based on the reputable history of performing sanitary sewer evaluations. The evaluation will focus on Bradford Park Subdivision, a subdivision that has contributed to infiltration and inflow (I/I) of our sanitary sewer system, leading to increased maintenance and operational costs. The evaluation will provide a report that details the lines and manholes in highest need of repair and provide solutions for remediation. The report will allow the Engineering and Public Works team to bid out projects that will repair the system.

Selection was made through a Request for Qualification (RFQ) process, which resulted in the evaluation of numerous qualification proposals. Maser Consulting was determined to be a qualified bidder and Town staff subsequently negotiated the fee that has been proposed with this agenda item.

After some discussion, the following action was taken:

MOTION:

Councilmember Booth made a motion to award the contract to Maser Consulting in the amount of \$204,545 for the Sanitary Sewer Evaluation Study in Bradford Park, authorizing Town staff and the Town Attorney to finalize contract terms, and the related Project Ordinance Amendment. Second was made by Councilmember Russo. **The motion passed 7-0.**

6H.**NEW BUSINESS**

Consider approval of a contract for the design of FY2021 Waterline Improvement Project and the Ford Street 6-Inch Waterline Upgrade Project. Approximately 8,380 LF of existing 2-inch and 3-inch water main along Plaza Dr (Williams Rd to School Ave), Parallel Dr (Plaza Dr to Patricia Ave), Patricia Ave (Plaza Dr to Morris Dr), Pine St, and Ford St (Valhalla Dr to Hwy 49) is recommended to be upsized to 6-inch lines.

The proposed upsize will connect to existing lines in the area. This project would replace thin walled PVC and small diameter water line pipes that remain throughout the original portions of the system, mostly located in the oldest portions of the downtown area. Replacing with 6-inch lines with fire hydrants will also provide improved fire protection on the associated streets.

The fiscal impact to the Town is \$109,600. The FY2021 Waterline Project and the Ford Street Waterline Project ordinances, as part of the FY2020 CIP, provide \$90,000 and \$50,000, respectively, for design and professional services. This contract is within those approved limits and does not require any budget or project ordinance amendments.

After some discussion, the following action was taken:

MOTION:

Councilmember Russo made a motion to award the contract to WK Dickson in the amount of \$109,600 for the design of FY2021 Waterline Improvement Project and Ford Street 6-Inch Waterline Upgrade Project and to authorize Town staff and the Town Attorney to finalize contract terms. Second was made by Councilmember Booth. **The motion passed 7-0.**

7.

ACTION ITEMS

- Say Something App – push out information on social media
- EDC meeting scheduled for February 5 at 6:00 pm
- Bring staff recommendation on ability to review Planning and Zoning Advisory Board items sooner
- Put out information on how to navigate 4-way stops
- Public hearing to consider change to the rental cap in Farmington PUD

8.

CLOSED SESSION

None

9.

ADJOURNMENT

MOTION:

There being no further business, Councilmember Russo made a motion to adjourn the meeting with a second from Councilmember Booth. **The motion passed 7-0.**

ATTEST:

Steve Sciascia, Mayor

Janet Rackley, Town Clerk



TOWN OF HARRISBURG

Agenda Item Details

Title:

Consider the minutes of the January 28, 2020 Special Meeting of Town Council.

Presenting Personnel:

Suggested Motion or Action:

Motion to approve the minutes of the January 28, 2020 Special Meeting of Town Council.

Description/Background:

Recommendation:

Fiscal Impact:

Attachments:

1. Minutes January 28, 2020

**TOWN OF HARRISBURG, NORTH CAROLINA
SPECIAL TOWN COUNCIL MEETING
MONDAY, JANUARY 28, 2020
5:30 PM**

MINUTES

PRESENT: Mayor Steve Sciascia (arriving 5:39 pm); Mayor Pro-Tem Ron Smith, Councilmembers Diamond Staton-Williams, Ian Patrick (arriving 5:50 pm), Rick Russo, John Booth, Rodney Dellinger (arriving 5:40 pm), Troy Selberg

**1.
CALL TO ORDER**

Mayor Pro-Tem Smith called the meeting to order.

MOTION:

Councilmember Booth made a motion to recess the meeting to wait for those Councilmembers who are in route to the meeting. Second was made by Councilmember Russo. **The motion passed 5-0.**

Councilmember Booth made a motion to reconvene the meeting with a second from Councilmember Russo. **The motion passed 5-0.**

**2.
NEW BUSINESS**

Harrisburg Park Construction Project and July 4th Event Discussion. Town Manager Haynes Brigman gave a brief overview of the Harrisburg Park renovation schedule. The construction is set to be complete by June 30. There may be some small “punch list” type of items that may not be complete at that time, but it should not be anything major if we do not have an extremely rainy season in February and March. There has been some concern from Council about holding the July 4th Festival so quickly after the completion of the renovation, given the fact that there may be some of these smaller items not finished. We need to discuss our options and get direction from Council as to how to proceed. Staff is presenting the following options:

- Option 1 – move forward and hold the event as planned
- Option 2 – cancel the event for this year
- Option 3 – modify the event and maybe just have a parade and fireworks only
- Option 4 – move the event to a different location this year

Option 4 may not be feasible as we do not believe the school is going to let us use their facility. They are concerned about the amount of traffic on their fields, and we have not had the site evaluated by the fireworks vendor or the Fire Marshal so we do not know for certain it could be used to set off fireworks.

If we cancel or modify the event, we will lose upwards of about \$50,000 in deposits we have already had to make to bands, amusements, etc. Also, in doing this, our reputation may suffer with these vendors and we could lose future opportunities with them.

Even if the worst happens, we will still have the field space we have always had for the event and we can bring in generators and porta-johns so we should not have an issue moving forward.

The transportation improvements identified in the TIA will be complete in time for the event.

It was suggested that if we hold the event as planned, we should add some language to advertisements that address the possible unfinished construction items. Similar to those “pardon our dust, we are still under renovation” notices seen elsewhere.

After much discussion, the following action was taken:

MOTION:

Councilmember Staton-Williams made a motion to authorize staff to move forward with Option 1. Second was made by Councilmember Selberg.

Following more discussion, the following amended motion was made:

AMENDED MOTION:

Councilmember Staton-Williams made a motion to authorize staff to move forward with Option 1 and hold the event as planned adding language to all event advertisements concerning potential unfinished construction. Second was made by Councilmember Selberg. **The motion passed 5-2 (Councilmembers Russo and Dellinger voting against).**

Staff is also asking for preliminary approval of additions to the event budget based on last year's event and the fact that we are moving to a larger space this year. They are:

- Adding shuttle service to shuttle event attendees to the park from the schools due to lack of parking close to the park - \$4,000
- Increased law enforcement presence by recommendation of the Sheriff's Dept. - \$8,000
- Decorations, signage, etc. - \$3,000
- Additional ticket booths to decrease the waiting lines –
- Stanchions for line management -
- Contingency - \$6,000
- Staffing for a larger park – one P/T maintenance employee, and concessions workers and splash pad attendants - \$10,000 for this year's budget. Event and marketing coordinator - \$23,000 for this year's budget.

Total increase to the annual event budget request is for \$25,000. That money would be budgeted for during normal budget adoption in June, but we just need commitment from Council that you are okay with the requested increase. Tonight, we are asking for a vote on the staffing needs only (\$33,000) as these would come from this year's budget.

MOTION:

Councilmember Selberg made a motion to approve the \$33,000 staffing budget amendment as requested. The second was made by Councilmember Staton-Williams. **The motion passed 7-0.**

After some discussion concerning the event add-ons, the following action was taken:

MOTION:

Councilmember Staton-Williams made a motion to give consensus for the addition of a shuttle service and additional law enforcement at this year's event. Second was made by Councilmember Selberg. **The motion passed 7-0.**

The rest of the add-ons will be discussed further in the budget process.

Traffic Improvement Discussion for Sims Parkway and Highway 49 Intersection

When the park project was pushed out, a Traffic Impact Analysis (TIA) was done on the entire project, including the new YMCA. We decided to split the traffic improvements. We would do some now and when the YMCA comes along, they would be responsible for a portion of them as well. What we have are major improvements to Gamble McClure Lane where it will be widened and curb and gutter added, and major improvements to ZMax Blvd. All of this is included in the GMP (Guaranteed Maximum Price). There is a secondary group of improvements on Sims Parkway and Highway 49 that were not included in the GMP because the information was not available from NCDOT at that time. We just recently got that analysis from them. When we established the GMP we just estimated \$150,000 for a turn lane and crosswalks. Our Engineer felt that was appropriate funding and the estimator for the contractor felt like it was appropriate funding. However, the estimates that we have now are showing a \$275,000 total cost. Part of that is inflation because it has been a little over 12 months, but it also utility relocation and establishing crosswalks are a bit more costly than what was expected.

Also, there is a funding shortage for surveillance in the park. We have budgeted \$50,000 for surveillance, but the estimate has now come back at \$76,000.

We are asking Council to consider a budget amendment that will allow us to use funding from other sources to overcome the traffic improvement needs on Sims Parkway and Highway 49 as well as the additional security and key badge access costs at the park.

Discussion was held concerning possible funding sources. One is the greenway project. That project cannot move forward because of a sewer project being conducted by WSACC. We are not upset about this because it is going to benefit us. As they are getting easements for their sewer project, they are allowing those easements to be used for greenway purposes so we will be able to use their acquisition of greenways to help us not have to do those acquisitions. That will save us money and then we can go in and construct out parks on their greenways. We have \$150,000 there that can be used for other things.

We also have \$192,000 in Powell Bill reserves that could be used. Could use \$100,000 of that to apply to the traffic improvements. There is also Transportation Bond dollars that are available as well as the General Fund Contingency.

When we estimated the cost for the surveillance technology, we had initially planned to use the library as a source for our internet connection. They have an IT room that already has cable in it, but we have learned that they are not comfortable with allowing us access to that room. Now we will have to establish a secondary cable source, meaning we must run thousands of feet of cable into the park at a cost of approximately \$25,000. These are the kinds of things that come up on the back end that we just don't know about in the beginning.

Staff is recommending a \$300,000 project ordinance amendment associated with the project. The \$275,000 associated with the traffic improvements and the remaining \$25,000 associated with the necessary cable run for the surveillance cameras.

One of the other things we had talked about as part of the Highway 49 Beautification Program was the mast arm installation along Highway 49. This could be done at the intersection there at Sims, Highway 49 and Morehead, which is the 2nd busiest intersection we have. That would be a great start to the Beautification Program, but we would need some additional funds for the engineering for that. We could begin that now, but they would not be installed by the opening of the park. The estimate to put mast arms at that intersection is about \$400,000 and Transportation Bonds dollars could be utilized for that. To go ahead with the engineering and design of the mast arms would run an estimated additional \$4,000 at this time.

Council stated they do not want to use Powell Bill or Transportation Bond funds for the requested budget amendments tonight. Use General Fund Contingency in place of those.

After some discussion, the following action was taken:

MOTION:

Councilmember Russo made a motion to approve the project and budget amendments as presented, relating to the additional funding of the Harrisburg Park Construction Project. Second was made by Councilmember Dellinger. **The motion passed 7-0.**

Following further discussion, the following action was taken:

MOTION:

Councilmember Staton-Williams made a motion to amend the current contract with Benesch for the Highway 49/Sims intersection improvements by \$4,000 for a new total contract cost of \$57,100. Second was made by Councilmember Selberg. **The motion passed 7-0.**

3.

ADJOURNMENT

MOTION:

There being no further business, Mayor Pro-Tem Smith made a motion to adjourn the meeting with a second from Councilmember Staton-Williams. **The motion passed 7-0.**

ATTEST:

Steve Sciascia, Mayor

Janet Rackley, Town Clerk



TOWN OF HARRISBURG

Agenda Item Details

Title:

Consideration of Amendment to FY2020 Budget Ordinance for Insurance Proceeds for Deputies and Communications

Presenting Personnel:

Brian Lee, Deputy Finance Director

Suggested Motion or Action:

To approve the budget amendments for insurance proceeds, as attached.

Description/Background:

1) Deputies Insurance Proceeds Amendment

On October 7, 2019, damage to the 2019 Ford Interceptor patrol vehicle was recognized by a Deputy. The damage resulted in approximately \$1,069 in repairs. The deductible for vehicle claims is \$500.

2) Communications Insurance Proceeds Amendment

On August 13, 2019, a Wayfinding Sign was damaged during a storm. The replacement cost for this sign totaled approximately \$2,100. The deductible for property claims of this nature is \$1,000.

On January 8, 2020, a Wayfinding Sign was damaged by an unknown motorist. The replacement cost for this sign totaled approximately \$2,700. The deductible for property claims of this nature is \$1,000.

Recommendation:

Staff recommends approval of the budget amendments, as attached.

Fiscal Impact:

1) Deputies Insurance Proceeds Amendment

The fiscal impact to the Town for FY2020 is additional revenue of \$600. This will be utilized to repair the vehicle, resulting in a net cost to the Town of \$500, or the Town's insurance deductible on vehicle loss claims.

2) Communications Insurance Proceeds Amendment

The fiscal impact to the Town for FY2020 is additional revenue of \$3,100. This will be utilized to replace the two Wayfinding Signs, resulting in a net cost to the Town of \$2,000, or twice the Town's insurance deductible of \$1,000 on property loss claims.

Attachments:

1. Amendment - Dep & Comm Insurance Proceeds 02102019



AN ORDINANCE AMENDING THE 2019-2020 BUDGET ORDINANCE OF THE TOWN OF HARRISBURG, NORTH CAROLINA

Be it ordained by the Town Council of the Town of Harrisburg, North Carolina, that the following amendment be made to the annual budget ordinance for the fiscal year ending June 30, 2020:

- Section 1.** Amend General Fund to account for Deputies' and Communications' insurance proceeds.
- Section 2.** To amend the General Fund, the appropriations are to be changed as follows:
- | | |
|--|----------|
| Increase line item 100-2000-54303
M/R – Vehicles | \$ 600 |
| Increase line item 100-1200-54313
M/R – Branded Signage | \$ 3,100 |
- Section 3.** To amend the General Fund, the revenues are to be changed as follows:
- | | |
|--|----------|
| Increase line item 100-49121
Insurance Proceeds | \$ 3,700 |
|--|----------|
- Section 4.** Copies of this budget amendment shall be furnished to the Clerk of the Town Council, and to the Budget Officer and the Finance Officer for their direction.
- Section 5.** That this ordinance shall be effective upon its passage. Adopted this 10th day of February, 2020.

Steve Sciascia, Mayor

ATTEST:

Janet Rackley, Town Clerk



TOWN OF HARRISBURG

Agenda Item Details

Title:

Public Hearing to Consider Changing the Rental Cap From 20% to 10% in the Farmington PUD

Presenting Personnel:

Haynes Brigman, Town Manager

Suggested Motion or Action:

Motion to cancel Public Hearing.

Description/Background:

During the January 13, 2020 Council Meeting, Council considered the preliminary plat for the Terraces at Farmington Subdivision H2019-01(S). As part of that discussion, rental rates, as approved in the conditions of the rezoning for the Farmington PUD were brought up for discussion. The discussion centered around the rental rate of 20% approved in the rezoning conditions being higher than what Council had been approving in recent rezonings.

It was discussed that the rental cap could be adjusted, but would require approval of the applicant and a public hearing of the Council to amend the rezoning conditions of the Farmington PUD. A public hearing was then set for the February Council meeting to consider a change to the rental cap.

However, the applicant for the Farmington PUD does not wish to consider a rezoning condition change related to the rental cap for the development, therefore the Town Council does not have the authority to consider such change.

As a result, the Public Hearing should be cancelled, and no further action taken by the Town Council.

Recommendation:

Staff recommends cancellation of the public hearing.

Fiscal Impact:

None

Attachments:

None



TOWN OF HARRISBURG

Agenda Item Details

Title:

Staff Presentation and Discussion of Harrisburg Parks & Recreation Athletics

Presenting Personnel:

Suggested Motion or Action:

None

Description/Background:

Town Council directed staff to bring back a presentation of the current state of athletics within the Harrisburg Parks & Recreation Department. Staff has prepared a presentation with various discussion points for Council to consider.

The presentation will review the following items:

- Youth Athletic participation
- Facility Space and Utilization
- Revenues and Expenditures associated with Athletics
- Partnership overview with Cabarrus County
- Facility Needs

Recommendation:

None. Presentation is for discussion purposes.

Fiscal Impact:

None.

Attachments:

None