

**Minutes**  
**Mooreville Board of Commissioners**  
**Planning Retreat**  
**February 21-22, 2019**  
**Graylyn Conference Center**

**Present:** Mayor Miles Atkins, Commissioners Bobby Compton, Eddie Dingle, Thurman Houston, Lisa Qualls, Gary West, Barbara Whittington, Town Manager David Treme, Town Attorney Stephen Gambill, Assistant Town Attorney Sharon T. Crawford.

**Also Present:** Ryan Rase, Assistant Town Manager; Angel Wright-Lanier, Assistant Town Manager; Deborah Hockett, Finance Director; Jeff Brotherton, TI Director; Rupa Venkatesh, Assistant to the Town Manager; Jeff Martin, Network Administrator; Rawls Howard, Planning Director; Kim Sellers, Public Information Officer; Genevieve Miller, Town Clerk; Pam Reidy, Recreation Director; Marian Lytle, Library Director; Chris Wycoff, Facilities Director; Curt Deaton, Fire Chief; Damon Williams, Police Chief; Jon Young, Engineering Director

Warren Miller, Facilitator

**Thursday, February 21, 2019 – 1:00 p.m.**

**Introduction- David Treme, Town Manager**

- We will be presenting a lot of info about Capital Improvements.
- We will address the challenges of a growing community.
- How do we provide for the growing population, services, traffic, and capital needs?
- We will try to decide the things that are most important.
- We will need to set the priorities of items presented by the staff.
- We will review our strategic plan goals and attach these items from this retreat to them accordingly.

**Vision, Mission, Values**

- Vision review draft- discussion and rewording
- Mission review draft- discussion and rewording
- Values review draft- discussion and rewording

**Sustainable Growth**

Warren Miller presented the storyboard of the growth in Mooreville from 2005-2018. Highlighted the completed construction projects, increased service calls, Town employee growth, population growth, and greenspace and parks increase.

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**Police 3.4- Evaluating Existing Space and Facility Conditions at Police Headquarters**

- Assessment done and determined needs 28,000 additional square feet. The building is at capacity with 90 officers and is severely limited in its capacity to grow.
- The existing location is an issue as well with the growth on the west side of I-77. MPD needs a more centralized location. Dispatching officers across town with traffic conditions is posing a response issue.
- Looked at options to move construct a new facility and use existing facility for smaller departments.
- Options to use currently undeveloped Town owned land on the corner of Brawley School Road and Highway 115.
- Overviewed 3 proposed options:
  1. Access is a main factor for planning the site as it pertains to the widening project for Brawley School Road and the 115 intersection.
  2. NCDOT plans are not yet confirmed
  3. 3D visuals from the road were presented with options for 2 story and 3 story options were presented
  4. Are there other viable locations within the town, perhaps near Public Ops?

**Facilities 3.4- Evaluate space needs of Town Hall to allow for more office space.**

- Options for utilizing the existing PD space for office expansion for other town departments.
- Estimated PD renovation cost analysis included.

**Fire 5.1- Plan for future station location opportunities in 801/Mooreville Blvd. area, Highway 150 and Perth Road, Langtree road, and Brawley School Road.**

- Options for Fire Station 6 discussed
- Cost estimate included
- Proposed location is the best option for the ISO rating

**Fire 3.7- Partner with Town departments to evaluate the need for a training facility.**

- Site plan is complete.
- Options for utilization of the proposed building were identified
- Update on Shepherd's Fire Department agreement discussion

**Fleet 3.3- Evaluate options for expansion of the fleet building**

- Identified and discussed three options for fleet facility expansion
- Complete design fees and permitting costs and complete construction costs included

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**Downtown Development**

**Present:** Kim Atkins, Downtown Commission; Eric Thomas, DFI; Dennis Cowardin, BB&T

**Church Street Development**- presented by Eric Thomas and Rawls Howard

- Church Street project timeline overview
- Recently completed work reviewed
- Public-Private Partnership tools for downtown development discussion
- Project site overview
- Consensus for next step: Put it out for RFP

**Parks and Recreation 4.2- Redevelopment War Memorial Recreation Center, Liberty Park, and adjacent property.**

- Feasibility study funded in FY 19 to include Liberty Park
- Contract awarded to Barker Rinker Seacat Architecture by the Board on February 18, 2019.

**Quality of Life**

**Cornelius Park Phase III**

- Cornelius Road Park Field Expansion overview
- Dye Creek Greenway update

**CIP Prioritization**

Warren explained the ranking system for Capital Improvement Projects using the Poll Everywhere application on their devices.

**Mayor Atkins clarified that the Board would like to only have 4 options to choose from. The Board would like to exclude Dye Creek, Cornelius Park, War Memorial Phase II, and Church Street from the vote as they were previously discussed, and Board consensus was given.**

**Remaining Options: (voting result)**

- 1. PD Facility (2<sup>nd</sup>)**
- 2. Fire Station Business Park (1<sup>st</sup>)**
- 3. Fire Training Facility (3<sup>rd</sup>)**
- 4. Fleet Expansion (4<sup>th</sup>)**

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**Friday, February 22, 2019- 8:30 a.m.**

**Present:** Mayor Miles Atkins, Commissioners Bobby Compton, Eddie Dinger, Thurman Houston, Lisa Qualls, Gary West, Barbara Whittington, Town Attorney Stephen Gambill, Assistant Town Attorney Sharon T. Crawford.

**Also Present:** Ryan Rase, Assistant Town Manager; Angel Wright-Lanier, Assistant Town Manager; Deborah Hockett, Finance Director; Jeff Brotherton, TI Director; Rupa Venkatesh, Assistant to the Town Manager; Jeff Martin, Network Administrator; Rawls Howard, Planning Director; Kim Sellers, Public Information Officer; Genevieve Miller, Town Clerk; Pam Reidy, Recreation Director; Marian Lytle, Library Director; Chris Wycoff, Facilities Director; Curt Deaton, Fire Chief; Damon Williams, Police Chief; Jon Young, Engineering Director

Warren Miller, Facilitator

**Absent:** Town Manager, David Treme

**Financial Stability**

- BUILD Grant Take 2 overview
- Resurfacing FY20- 6.2 miles anticipated with an estimated cost of \$1,322,096.
- GO Bond Tranche #2 (Projected \$10,455,130)

**Other Updates**

- Overview of active GO Bond Projects
  - Mill Village Improvements Phase I (Completion scheduled for Spring 2019)
  - NC150/NC115 (Completion scheduled for October 6, 2019)
  - NC115/ Faith Road (Project awarded by the Town Board on February 4, 2019)
- GO Bonds Tranche #2
  - Mooresville School Network (Approximate bid date Spring 2019)
  - West McLelland Improvements (Construction to begin March 2019)
  - West Wilson Improvements (Spring 2020)
  - Mill Village Improvements Phase II (Spring 2020)
- GO Bond Tranche #2 (Projected \$10,455,130 from Bond Sale)
  - Mooresville School Network (\$1,345,209)
  - West McLelland Improvements (\$3,073,421)
  - West Wilson Improvements (\$2,650,000)
  - Mill Village Improvements Phase II (\$1,500,000)
  - NC801/ Hwy150 (\$1,386,500)
  - NC115/ Hwy150 (\$500,000)
- Rocky River Outfall (Completion scheduled for April 2019)

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- Mt. Mourne Outfall (Completion scheduled for June 2019- staff currently reviewing due to weather delays)
- Langtree Road/ I-77 Sewer (Completion scheduled for June 2019- staff currently reviewing due to weather delays)
- Selma Burke Construction update- Chris Wyckoff
- Corvid Construction update- Chris Wyckoff

**Proposed Tactical Actions**

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*Proposed Tactical Actions for the Board to adopt as part of the Town's Strategic Plan*

**Goal 1: Customer Service, Transparency, and Community Engagement**

- Leverage GeoFencing technologies in parks (Technology and Innovation)

**Goal 2: Economic Development**

- Leverage iBeacon technologies in heavily trafficked facilities such as Parks, Library, and Main Street (Technology and Innovation)
- Work with community partners to initiate a Summer Youth Employment Program (Manager's Office)

**Goal 3: Organizational Excellence and Financial Stability**

- Upgrade to Burn Building with Liquid Petroleum Gas to reduce carcinogens exposure to reduce exposure to cancer (Fire)
- Review Janitorial and Service Contracts (Construction and Facilities Department)

**Goal 4: Planning, Infrastructure, and Housing**

- Consider Smart Building Technologies in future construction of Town facilities (Technology and Innovation)
- Initiate a pilot program with Uber/Lyft to subsidize rates for designated trips (Planning and Community Development)
- Update the Zoning Code (Planning and Community Development)

**Goal 5: Public Safety**

- Create a plan for installation of a bulk fueling facility for use during emergencies and disasters (Fire)
- Refine internal ADA procedures to designate two staff to become ADA certified coordinators and to incorporate ADA into maintenance (Risk Management)

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- Implement a Real Time Crime Center in conjunction with the Technology and Innovation Department (Police)
- Explore the possibility of obtaining a Mobile Command Unit for operational purposes (Police)

**Goal 6: Recreation and Cultural Services**

- Reconstruct the Disc Golf Course (Parks and Recreation)
- Install a new playground and surfacing at Lee Street Park (Parks and Recreation)
- Cleanup and restore the cemetery adjacent to Green Acres Cemetery (Parks and Recreation)

**CIP Agreement and Retreat Review- Ryan Rase**

- Visions, Mission Values review
- Sustainable growth – Fire Station 6 and PD facility
- Downtown development- Staff bring back preferred buyer option on Church St.
- War Memorial- wait for recommendations from feasibility study
- Dye Creek- on hold; continue to look for additional grant funding through CRTPO
- Cornelius Park Phase III- on hold
- Formal CIP prioritization: (consensus)
  - 1) MFD Station 6
  - 2) MPD new facility
  - 3) MFD training facility
  - 4) fleet expansion
- BUILD Grant- Staff will resubmit. Scope will remain the same.
- Resurfacing- Staff to work with Deborah and to bring back fully funded program, with preference being that staff would use any additional revaluation (reval) revenue to make up the gap in funding.
- Board requested updates on GO Bonds, Transportation projects, and the Selma Burke project during the Manager's Report at the regularly scheduled Town Board meetings to keep the public informed as well.
- Summer youth program – approved exploring options and to move forward seeking out partners
- Uber/Lyft- Rawls to bring back more additional refined options looking into:
  - Risk factors and vetting of drivers
  - What the parameters of a pilot program would look like
  - Any option to tie to DART Program
- Bulk fueling- Chief Deaton will bring back what it looks like after discussing with Mooreville Oil and others.