

July 6, 2015

The Board of Commissioners of Franklin County, North Carolina, met for its Regular Meeting at 7:00 P.M. in the Commissioner's Conference Room located in the County Administration Building with the following Commissioners present: Chairman Sidney E. Dunston, Cedric K. Jones, John M. May, Harry L. Foy, Jr. and David T. Bunn. Vice-Chairman E. Shane Mitchell and Commissioner Don Lancaster were absent.

Chairman Dunston called the meeting to order and asked the Board to consider approval of the consent agenda.

Commissioner May made a motion to approve the consent agenda, seconded by Commissioner Jones. The motion duly carried approval with all present voting "AYE."

The items approved are as follows.

**1. CONSENT AGENDA**

- A. June 1, 2015 Minutes
- B. June 11, 2015 Minutes
- C. June 15, 2015 Minutes
- D. June 29, 2015 Minutes
- E. Releases, Adjustments, Refunds, and Tax Collection Report
- F. 2014-2015 Tax Settlement

**2. COMMENTS FROM THE PUBLIC**

This was the time set aside by the Board of Commissioners to allow individuals five minutes to address the Board on issues concerning the county. No comments were offered.

**3. MASTER PLAN CONTRACT: OWENS PARK**

John R. McAdams Company, Inc. submitted a proposal to prepare a park master plan for Owens Park at Bull Creek at a not to exceed amount of \$48,385. Staff requested the remaining funds left to the County by Mr. Edgar H. Owens be used to fund the master plan at no impact to the general fund and/or existing budget. In order to apply for a Parks and Recreation Trust Fund (PARTF) grant, a master plan must be prepared in accordance with PARTF requirements.

Assistant County Manager Elton Daniels provided background on the project and reminded the Board a master plan must be developed in order to apply for a future PARTF grant. He stated 13 companies responded to the County's Request for Qualifications (RFQ). The management team reviewed all applications and awarded points based on qualifications, knowledge and experience on similar projects. The top three candidates were interviewed and John R. McAdams was selected as the top candidate. Mr. Daniels introduced Mike Munn, company President and Project Manager Rachel Cotter.

Mr. Munn expressed his excitement of the project and realizes it is a significant opportunity for both the County and McAdams. His firm is 36 years old, established and well known for private sector development in North Hills, Brier Creek and Streets at Southpoint. He said the company understands creating public spaces and the importance of vibrant parks to enhance the community, specifically the Owens Park project. He said the Board would not find a more committed team or one with more talent. He gave his personal assurance the County would be better served by McAdams than any other team.

Mr. Munn commented on a listing of some 65 projects completed by various members of the McAdams team. He said the group focused on land planning, landscape architecture and particularly parks and recreation over the past three years. He said McAdams added three strong landscape architects and so an overwhelming majority of the project experience lies with those individuals.

Ms. Cotter stated she will be the project manager, with ten years' experience as a licensed landscape architect. Her primary focus is parks and recreation. She has worked with a number of local firms in the area, as well as a number of PARTF grant applications that have been awarded and has a strong background in community involvement and the public input process. She is excited about the project and feels her team will serve the community well.

Commissioner Jones asked if all forms of recreation would be considered. Ms. Cotter stated a needs assessment and market research would be conducted examining both active and passive opportunities. The team would also make certain there are no competing resources for the park prior to making recommendations.

Planning and Inspections Director Scott Hammerbacher said one of the key aspects of the proposal is investigating construction costs for the facility as well as long term maintenance costs.

Commissioner May asked if a phase approach could be offered. Ms. Cotter stated a phase approach can be done to the master planning process. The master plan is a living document that can evolve as priorities and funding develops. Similar phasing plans were implemented in the communities of Clinton and Bailey, North Carolina.

Commissioner Bunn inquired of the balance of Mr. Edgar Owens donation to the County. Mr. Daniels stated approximately \$340,000.

Commissioner Bunn asked if PARTF grants were generally funded at 100%. Mr. Daniels said grants are not funded at 100%, but rather by a 50/50 match.

Commissioner Bunn reminded the Board and staff Mr. Owens wished to include a "fishing hole" at the park if finances permitted. Mr. Hammerbacher noted all ponds located on the property will be examined as a sustainable resource. He said a required component of the PARTF grant is to have a robust public engagement strategy documented by public meetings, therefore he said the community would be heavily involved in expressing interest of desired park amenities. Mr. Hammerbacher said the group has until November to complete the master plan in order to apply for the grant the following year. He said there are two public meetings included in the McAdams contract.

Mr. Daniels added Mr. Owens wishes would be foremost in the planning process and reminded the Board the firm will assist the County in complying with state and federal regulations depending upon which methods of recreation are recommended.

Mrs. Harris added public engagement is key to the project as everyone's definition of a "park" is different. She said PARTF funding was secured to help with Pilot Park a few years back, which was a tremendous assistance. She noted a master plan was developed for the Pilot Park by Site Solutions.

Mr. Daniels noted one of the components McAdams will assist with most is financing. He said the firm would help put an associated cost with ideas for the project. Currently he said there is a wish list of hundreds of ideas already expressed from the public.

Mr. Munn followed up by stating his firm recently worked on a park project in nearby Oxford.

If approved, Commissioner Bunn said he wants to ensure there are no issues with parking as are currently being experienced at the Pilot Park.

Commissioner May made a motion to award a contract for professional services to John R. McAdams Company, Inc. to prepare a park master plan for Owens Park at Bull Creek in an

amount not to exceed \$48,385. The motion was seconded by Commissioner Jones and was approved with a 3 to 2 vote with Commissioners Bunn and Foy voting “NO.”

#### 4. APPOINTMENTS

##### A. Aging Committee Council of Governments

The Board was asked to appoint Patsy Douglass to serve a three-year term as a member of the Aging Advisory Council representing Franklin County. If approved, the term would expire December 31, 2018.

Commissioner Bunn made a motion to appoint Patsy Douglass to serve a three-year term as a member of the Aging Advisory Council, seconded by Commissioner Jones. The motion duly carried approval with all present voting “AYE.”

##### B. Five County Community Operations Center Oversight Board

The Board was asked to consider the reappointment of the following individuals:

- T.A. Gardner, Jr. (citizen representative)
- Jacqueline Sills (consumer or family member representative)

Commissioner Jones made a motion to reappoint T.A. Gardner, Jr. and Jacqueline Sills to the Five County Community Operations Center Oversight Board. The motion was seconded by Commissioner Bunn and duly carried approval with all present voting “AYE.”

##### C. NCACC Voting Delegate

The Board was asked to designate a voting delegate to represent the County at the 108<sup>th</sup> Annual Conference of the North Carolina Association of County Commissioners to be held in Pitt County August 20-23, 2015. Commissioners Dunston, Jones and May are registered to attend.

Commissioner May made a motion to appoint Commissioner Sidney Dunston as the NCACC Voting Delegate, seconded by Commissioner Jones. The motion duly carried approval with all present voting “AYE.”

#### 5. OTHER BUSINESS

No new items of business were discussed.

#### 6. BOARD, MANAGER AND CLERK’S COMMENTS

This was the time set aside for the Board of County Commissioners, the County Manager, and the Clerk to the Board to report on various activities. The Board may also discuss other items of interest

**County Clerk Kristen G. King:** No comments were offered.

**Commissioner Foy:** No comments were offered.

**Commissioner Bunn:** No comments were offered.

**Commissioner May:** Commissioner May mentioned his attendance at the Alert and Castalia July 4<sup>th</sup> parades. While at the events, he observed a new fire truck secured by Epsom Fire Department and feels it will be a great asset to the department and citizens.

**Commissioner Jones:** Commissioner Jones attended a recent meeting of the Five County Community Operations Center Oversight Board.

**Commissioner Mitchell:** Commissioner Mitchell was absent.

**Commissioner Dunston:** No comments were offered.

**Commissioner Lancaster:** Commissioner Lancaster was absent.

**County Manager Angela L. Harris:** Mrs. Harris noted the following:

- The Board is invited to a luncheon sponsored by the Franklin County Boys and Girls Club on July 8, 2015. The luncheon will provide an opportunity to see recent changes to the club as well as meet with the club director.

At 7:31 P.M., Commissioner Foy made a motion to adjourn. The motion was seconded by Commissioner Bunn and duly carried approval with all present voting "AYE."

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Sidney E. Dunston, Chair

Kristen G. King, Clerk to the Board