

MINUTES
BOARD OF COMMISSIONERS SPECIAL MEETING
JORDAN ROOM, MATTHEWS TOWN HALL
AUGUST 27, 2018 – 5:20 PM

PRESENT: Mayor Pro Tem John Higdon; Commissioners Barbara Dement, Chris Melton, Jeff Miller, Kress Query and John Urban

ABSENT: Mayor Paul Bailey

The Board met to interview applicants for the Planning Board.

MINUTES
BOARD OF COMMISSIONERS MEETING
HOOD ROOM, MATTHEWS TOWN HALL
AUGUST 27, 2018 - 7:00 PM

PRESENT: Mayor Paul Bailey*; Mayor Pro Tem John Higdon; Commissioners Barbara Dement, Chris Melton, Jeff Miller, Kress Query and John Urban; Town Attorney Charles Buckley; Town Manager Hazen Blodgett; Town Clerk Lori Canapinno

ALSO PRESENT: Finance Director Chris Tucker; Parks, Recreation and Cultural Resources Director Corey King; Communications Coordinator Maureen Keith

REGULAR MEETING CALLED TO ORDER

Mayor Pro Tem Higdon called the meeting to order at 7:00 pm.

INVOCATION

Town Attorney Charles Buckley rendered an invocation.

PLEDGE OF ALLEGIANCE

Mayor Pro Tem Higdon led the audience in the pledge.

ITEMS TO BE ADDED TO THE AGENDA

Motion by Mr. Melton to remove item 7F from the Consent Agenda (*Approve Lowering Speed Limit on Fullwood Lane to 35 MPH*) and move it to Unfinished Business as item 8D. The motion was seconded by Mr. Melton and passed 5-1 with Higdon, Melton, Miller, Query and Urban in favor and Dement in opposition.

PUBLIC COMMENT

None

REPORTS FROM BOARDS/COMMITTEES

Mayor Pro Tem Higdon reviewed accomplishments achieved by North Carolina Air National Guard Brigadier General Fisk Outwater (retired), the immediate past Chairman of the Matthews Veterans Advisory Committee (MVAC). General Outwater's long and storied history includes recognitions and medals for outstanding service to this state and country. General Outwater has been a great leader on the MVAC as well and the Board thanked him for his contributions. General Outwater expressed his appreciation to the committee for the work they've accomplished.

*Mayor Bailey arrived.

United States Naval Reserve Captain (retired) and Matthews Veterans Advisory Committee Chair Tom Cannon presented information on the committee's work. He invited all interested parties to attend meetings, which are held at the town hall at 7:00 pm on the first Wednesday of each month. The committee is an advisory group to the Mayor and Board of Commissioners on matters of interest to veterans, active duty service members and their families. The MVAC has many partnerships, including one with American Legion Post 235 to ensure that Post 235 is the prime resource for meeting veterans' needs in Matthews. The MVAC has also recently held a Veterans Breakfast, conducted a Korean and Vietnam War exhibit and led a Purple Heart celebration. The committee is currently working on programming including a Veteran of the Year recognition.

Captain Cannon then discussed MVAC's recommendation for the Town to officially take part in the Veteran's Day event currently run by Post 235 by endorsing Veterans Day as a Town event and Town holiday. The recommendation is to start small and slowly build the program up to a level with which the Town is comfortable. This will be discussed with staff and more information will be brought back to the Board at a future meeting.

CONSENT AGENDA

- A. Approve Minutes of the Board of Commissioners August 13, 2018 Regular Meeting
- B. Approve Minutes of the Board of Commissioners August 13, 2018 Closed Sessions
- C. Approve Minutes of the May 30 and June 19, 2018 Board of Commissioners John Street Community Meetings
- D. Approve Temporary Street Closure Request from The Exceptional Foundation for Let Them Soar 5K
- E. Approve Revisions to Environmental Advisory Committee Bylaws
- ~~F. Approve Lowering Speed Limit on Fullwood Lane to 35 MPH~~
- G. Approve Amendment to Town Manager's Contract
- H. Appoint Chris Melton to Arts and Science Council Advisory South/East Advisory Council
- I. Approve Budget Ordinance Amendments to Recognize:
 - 1) Funds Received from Target Corporation for National Night Out in the Amount of \$1,000.00
 - 2) Funds Received from NC Urban Forest Council in the Amount of \$5,000.00

Motion by Mr. Melton to approve consent agenda items A through E and G through I2. The motion was seconded by Mr. Miller and unanimously approved.

UNFINISHED BUSINESS

RECEIVE UPDATE ON 2018 PLANNING CONFERENCE TO DO LIST

Town Manager Hazen Blodgett reviewed the to-do list items. Regarding the John Street widening: staff met with Scott Cole of the North Carolina Department of Transportation (NCDOT) to discuss the stakeholder group's recommendations on the project. He was very respectful but said it was disappointing as the project is 50% designed. He requested a formal letter from the Town asking that the road not be built as planned. Staff acknowledges that no one knows where this is all headed with all of the multiple road projects planned, so it's reasonable to ask NCDOT to consider postponing this particular project so it comes at the end of the whole construction cycle instead of completely eliminating this section of the project. The request would be to see how everything else plays out so the John Street project could be revisited if desired. If not and the project is simply eliminated then the funding goes away and it could take many years for the road to be looked at again. Staff has tentatively scheduled a community meeting for September 24 with Randy Mitchell acting as the facilitator.

Mr. Higdon asked if there was any discussion of if DOT would contribute any money to something that wasn't their plan. Mr. Blodgett explained this is an estimated \$25 million project. There are other funding mechanisms that involve competitive processes but he's not sure if there's really any opportunity for grants for projects of this size. Town Engineer Susan Habina Woolard clarified that STBG-DA (Surface Transportation Block Grant - Direct Attributable) funds is a common funding source through the CRTPO (Charlotte Regional Transportation Planning Organization) to fund larger projects. Part of the funding through John Street is through STBG-DA funds; however, it would be difficult to give back the money now and then to come back and ask for \$25 million ten years from now. That is a competitive process so there could be other towns that are also requesting funds for projects and this \$25 million is a significant amount of the funds that could be available. Mr. Higdon said he doesn't not want to see John Street as a superstreet, now or twenty years from now. Mr. Blodgett further explained that Mr. Cole discussed the fact that there is a significant amount of federal dollars tied up here and there could be a case made that federal dollars have been spent on design and so some agency could ask for reimbursement. Staff did ask if the federal dollars could be pushed toward Stallings and Indian Trail and just use state dollars on the Matthews section but Mr. Cole did not respond to that.

Mr. Urban agreed with the idea of postponing the project rather than cancelling it since the number of people moving into the area and Matthews' own growth requires road improvements. He said it would be something to consider if DOT came back in a few years with a plan for East John Street consisting of two lanes in each direction and no median, to match West John Street from Aldi to the square. He agrees with not wanting a superstreet but he doesn't think the overall project should be eliminated completely at this time. Mr. Higdon asked if DOT is saying that the road has to become a superstreet or else the money isn't going to be available. Ms. Habina Woolard clarified that the name "superstreet" refers to how intersections are treated, such as restricting left turn movements. DOT has already agreed to allow two additional signalized intersections between Trade Street and 485; so to say the town doesn't want a superstreet isn't very clear. Mr. Higdon clarified that the current DOT proposal, which includes two signalized intersections, is not acceptable to him. If the choice is that or nothing it should be nothing. Mayor Bailey said the Town needs to negotiate with the actual decisionmakers. He doesn't want to give up the money because the Town will lose its position at that point. The Board and the public have stated that a superstreet is not wanted, and there will be a meeting on September 24th to get broader input from the public. He believes the town came up with a good plan and he's not willing to give up yet. He realizes there may be some concessions still needed but he's not ready to write that letter yet. More negotiations are needed at this time.

Mr. Miller asked about item #25 regarding the swapping of Fullwood Lane and a section of Trade Street. Mr. Blodgett explained that the Town has discussed swapping the Town-owned Fullwood Lane for a portion of the State-owned Trade Street. This would be a trade of equal condition, meaning the issues on Trade Street – pavement, the water issue by Main Street, etc. – would have to be addressed. The intent is to focus traffic around town rather than through town and have through traffic come down Fullwood, which after the swap would be another state road.

The Board then discussed item #4 regarding a phasing plan for NCDOT transportation projects. Ms. Habina Woolard reviewed the current DOT timeline and then the Transportation Advisory Committee's (TAC) proposed order (Exhibit #1 hereby referenced and made a part of these minutes). Mr. Higdon asked for TAC to also provide a revised timeline with the project years included.

Mr. Blodgett reviewed the remaining items.

CONSIDER CONCEPT PLAN FOR PURSER HULSEY PARK

Parks, Recreation and Cultural Resources Director Corey King reviewed the revised concept plan for the park. The latest revision includes ten undeveloped acres set aside in the northwest corner for future considerations; phasing options for park development; veteran recognition; parking lot design; and cleanliness related to the splash pad. Updated cost estimates are \$1,980,000 for phase one and \$3,660,000 for phase two, for a total cost projection of \$5,640,000.

The Board discussed health and cleanliness issues related to the water amenity and certain aesthetic considerations. Mr. Melton would like to see a veteran memorial, particularly for World War II veterans, and separately to retain the site's farm history by incorporating a farm theme for the playground equipment or spray park rather than war-type toys. Mayor Bailey recommended adding something to commemorate Matthews' sister city, St. Maxime, France and the liberation of the French people.

Motion by Ms. Dement to approve the conceptual plan for Purser-Hulsey Park as proposed. The motion was seconded by Mr. Urban and unanimously approved.

RATIFY ACTION TAKEN BY THE BOARD OF COMMISSIONERS ON JULY 12, 2018 APPROVING ZONING APPLICATION 2018-684

Ms. Dement recused herself due to her position as an adjacent property owner to the property in question.

Motion by Mr. Miller to ratify and reaffirm the action taken on Zoning Application 2018-684. The motion was seconded by Mr. Higdon.

Mr. Query said he wants the citizens of Matthews to be aware that the Board made available to CMS extra protection for the students in all the trailers in Matthews at no cost to CMS and CMS refused the protection the Board was prepared to give. The Board felt this was necessary for trailers to stay in the future. This sunset clause will come up again next year and Mr. Query will not support it without the protections the Board has asked to be given to the students.

Mr. Miller suggested auditing the security system. Mr. Melton said he believes CMS isn't accepting the money from Matthews because CMS doesn't want to work with the Board. He will support this motion but will not support approving the action next year because he has not seen evidence of CMS trying to work collaboratively with the Town.

The motion was unanimously approved.

Ms. Dement resumed participation.

APPROVE LOWERING SPEED LIMIT ON FULLWOOD LANE TO 35 MPH (moved from consent agenda)

Mr. Blodgett noted this item refers only to lowering the speed limit on Fullwood Lane – the discussion regarding golf carts crossing that street will be held at a future meeting.

Ms. Habina Woolard explained that this item was a result of earlier discussion about golf carts and the Fullwood Lane speed limit. Staff recommends that the speed limit should be lowered from 45 to 35 miles per hour, regardless of any decisions made regarding the golf cart issue. Fullwood Lane now includes age-limited residences and a school which suggest that a lower speed limit is appropriate.

Motion by Mr. Higdon to reduce the speed limit of Fullwood Lane from 45 to 35 miles per hour. The motion was seconded by Ms. Dement.

Discussion ensued regarding the timing of the change and education/awareness campaign for drivers. Mr. Higdon revised his motion to reduce the speed limit of Fullwood Lane from 45 to 35 miles per hour, to be effective October 1, 2018 and after the public placement of new signage. The revised motion was seconded by Ms. Dement and unanimously approved.

NEW BUSINESS

RECEIVE MONTHLY BUDGET REPORT

Finance Director Chris Tucker reviewed the finance report through June. The only revenues not yet received are the fourth quarter state distributions, which will be received on September 15th. Staff estimated that there will be approximately \$670,000 available as general fund unassigned fund balance, which is a significant accomplishment. Staff also estimates that revenues will exceed expenses in the tourism fund by approximately \$207,000. Mr. Tucker then reviewed two budget amendments that are needed to roll forward funds for prior year encumbrances for specific purposes.

APPROVE BUDGET AMENDMENT TO ROLL FORWARD FUND BALANCE TO ACCOMMODATE APPROPRIATIONS FOR PRIOR YEAR ENCUMBRANCES IN THE AMOUNT OF \$829,430.24

Motion by Mr. Melton to approve the amendment ordinance to roll forward fund balance to accommodate appropriations for prior year encumbrances in the amount of \$829,430.24. The motion was seconded by Mr. Urban and unanimously approved.

APPROVE BUDGET AMENDMENT TO ROLL FORWARD RESTRICTED AND ASSIGNED FUND BALANCE TO ACCOMMODATE APPROPRIATIONS FOR RESTRICTED PURPOSES FOR STREET MAINTENANCE AND REPAIR IN THE AMOUNT OF \$1,096,490.49

Motion by Mr. Higdon to approve the budget amendment ordinance to roll forward restricted and assigned fund balance to accommodate appropriations for restricted purposes, specific to street maintenance and repair in the amount of \$1,096,490.49. The motion was seconded by Mr. Urban and unanimously approved.

CONSIDER METHODS FOR STREAMLINING BOARD OF COMMISSIONER MEETINGS

The Board discussed various methods for streamlining Board meetings. Mr. Higdon said he didn't favor anything that shortens the amount of time the public can speak, but he's fine with the rest of staff's recommendations. Mr. Miller said he's okay with limiting speaking time and suggested scheduling planning and zoning items for both meetings each month. Ms. Dement said very late meetings do a disservice to applicants, citizens and the Board. Mr. Melton suggested adding a third meeting in a month as needed or additional work sessions. He noted that citizens attending a recent zoning public hearing had to leave before they spoke because the meeting ran very long, and that they deserve to be heard. He suggested limiting public hearings per agenda to a maximum of four. Mr. Urban agreed with limiting the number but does not agree with the recommendation to limit developers to ten minutes, since some projects are very intricate and need more time than others. Mr. Higdon expressed concern that it would be unfair to developers if hearings get pushed back, particularly if zoning items continue to be scheduled only once per month.

Mayor Bailey said it's important for citizens to be able to speak in a logical time frame. He expressed frustration with developers' continual requests for deferrals. He wants to be sure that projects are being moved through the process in a timely manner. Mr. Higdon cautioned against changing too many variables at once. Ms. Dement suggested having Planning Board members hold their questions during the public hearings and instead discuss them at their Planning Board meetings. Discussion continued. By consensus the Board agreed to think about the options and discuss this again in a future meeting.

Motion by Mr. Miller to continue this to September 24, 2018. The motion was seconded by Mr. Urban and unanimously approved.

CONSIDER PROPOSED TOWN HALL COLUMN AND HANDRAIL IMPROVEMENTS

Mr. Blodgett reviewed this proposal to replace the columns and hand rails at the front of the town hall. The replacements would be more durable and better-looking than the existing items. The columns would be fiberglass and the rails would be anodized aluminum. Commissioner Urban has volunteered his services to ensure that the design of the columns and color of the railings fit in with the existing architecture. He is doing this in his professional capacity, but the Town is not entering into a contract with him and he is not getting paid for this. The columns would cost approximately \$37,000 and the handrails would cost approximately \$35,000.

Motion by Mr. Higdon to appropriate \$80,000 for move forward with the stated improvements. The motion was seconded by Mr. Melton and unanimously approved.

CONSIDER QBS EXEMPTION FOR CRESTDALE ROAD IMPROVEMENTS DESIGN WORK

Mr. Blodgett explained that the Town received \$125,000 as a grant for improvements to Crestdale Road, and staff was informed that another \$125,000 is coming, for a total of \$250,000. One of the associated requests is to straighten out the curve on that road, but to do that an engineering company will have to be contracted to do some design work, and a specific process is needed to contract that engineering company. This is a lengthy process, and since time is a concern here staff recommends having the Town exert its authority to grant itself an exemption to the standard process, which will allow staff to contract with an engineering company quickly for the preliminary design work and cost estimates. The standard qualification-based selection process would be used if the Town moved forward with the work. Mr. Blodgett noted that he does not think that Town funds should be used to improve this road at this time but using state grant funds is fine.

Motion by Mr. Melton to approve the resolution exempting the Town from the qualification-based selection process for the development of preliminary plans and cost estimates for modifications to Crestdale Road as proposed. The motion was seconded by Mr. Miller and unanimously approved.

MAYOR'S REPORT

Mayor Bailey reported on an upcoming series of regional transit engagement meetings, including one at the Matthews town hall on October 20th.

ATTORNEY'S REPORT

None

TOWN MANAGER'S REPORT

Mr. Blodgett reported on the Planning Board's affordable/workforce housing subcommittee. They will do research and provide updates to the Board of Commissioners and Planning Board each month. He discussed some issues forwarded by Mr. Miller after the last Coffee with a Commissioner event. He then noted there will be a series of public education meetings on the Small Area Plans at the town hall on Saturday, September 22 starting at 9:00 am. He also discussed the staff recommendation to schedule a presentation from the Carolina Demography group at the upcoming mini planning conference.

MISCELLANEOUS

Mr. Higdon asked about the new multiuse path on Matthews-Mint Hill Road, which ends in an odd spot. People have been asking if that will be extended further. Mr. Blodgett explained that staff just recently met with Novant President Roland Bibeau about the Carolina Thread Trail, which is planned to go through the hospital property. Mr. Bibeau was very receptive and asked for more information. The potential exists to partner with Novant on that. Ms. Dement suggested adding painted crosswalks to better improve pedestrian safety.

CLOSED SESSION PURSUANT TO NORTH CAROLINA GENERAL STATUTE 143-318.11(A)(5) TO DISCUSS ACQUISITION OF REAL PROPERTY

Motion by Mr. Melton to move to closed session pursuant to NCGS 143.318(11)(A)(5) to discuss acquisition of real property to include the Mayor, Board, Town Attorney, Town Manager and Town Clerk. The motion was seconded by Mr. Higdon and unanimously approved.

Motion by Mr. Higdon to exit the closed session and return to the regular meeting. The motion was seconded by Mr. Miller and unanimously approved.

ADJOURNMENT

Motion by Mr. Miller to adjourn. The motion was seconded by Mr. Urban and unanimously approved. The meeting adjourned at 10:01 pm.

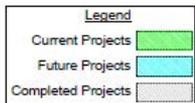
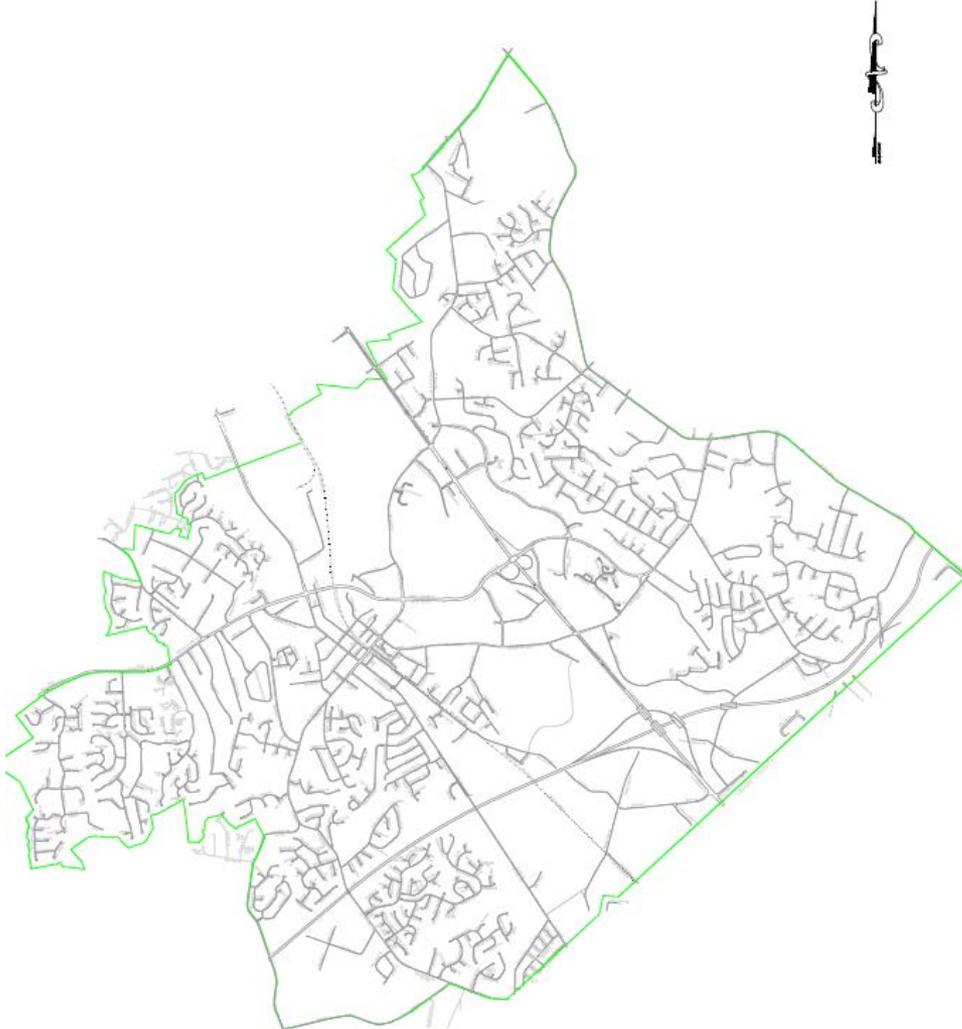
Respectfully submitted,

Lori Canapinno
Town Clerk

NCDOT Project Timing

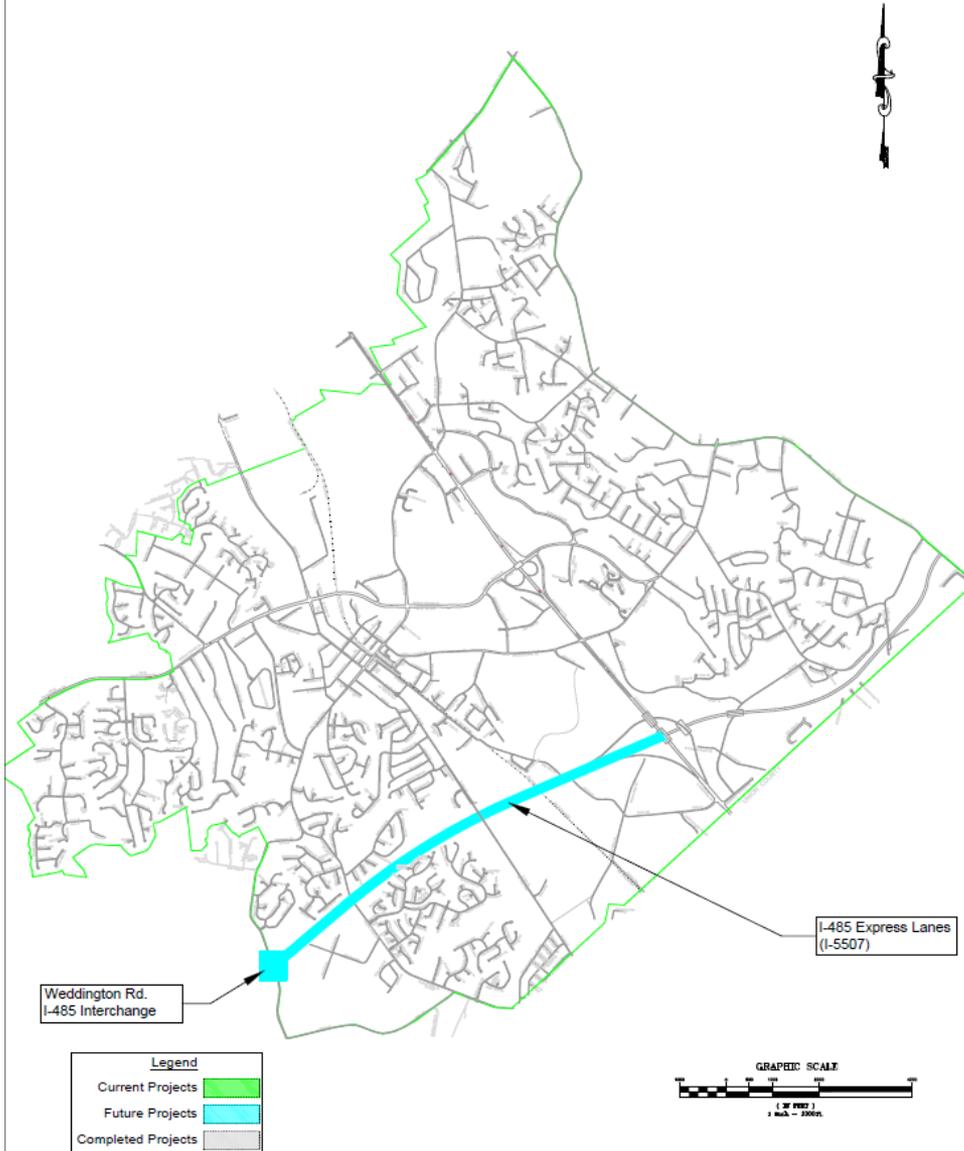


Proposed Order



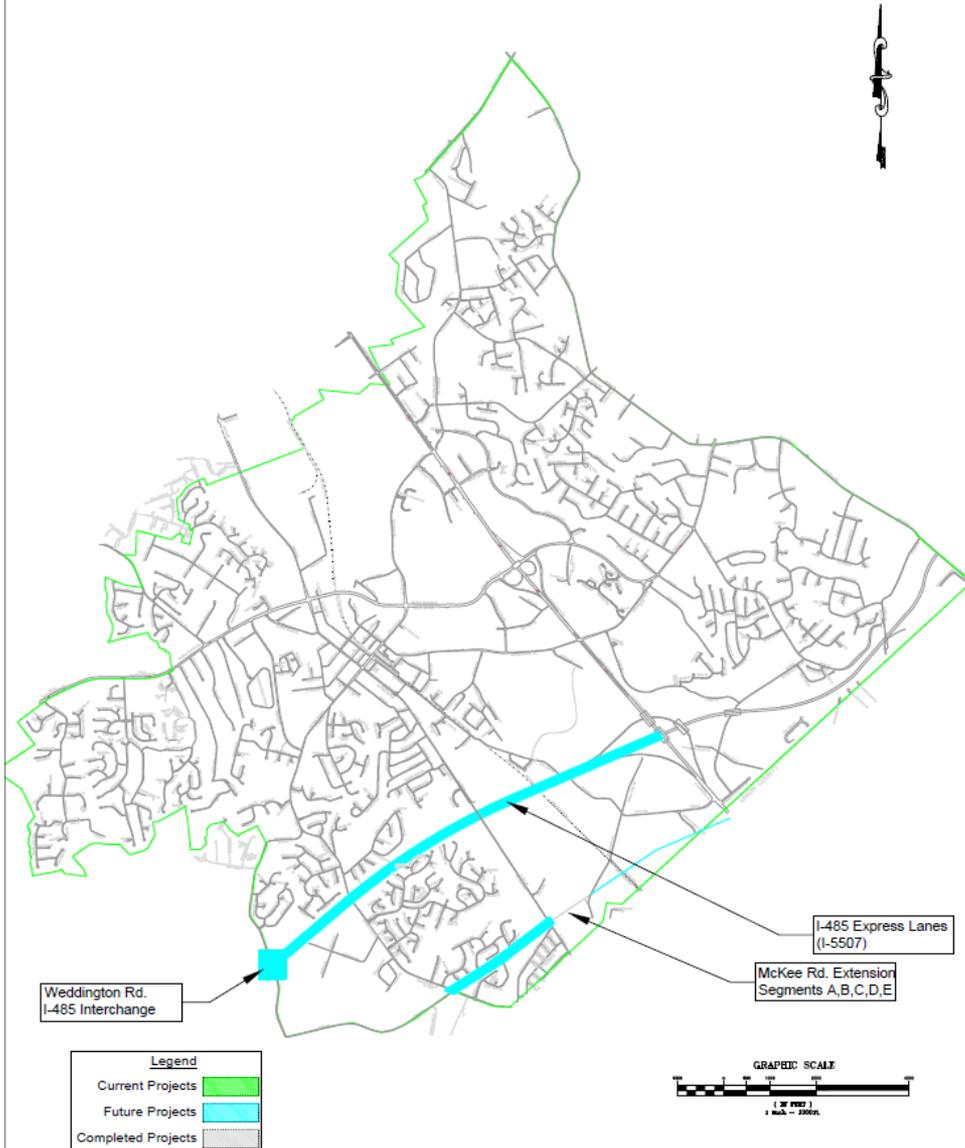
Proposed Order

1. I-5507- I-485 Express Lanes and Weddington Rd Interchange



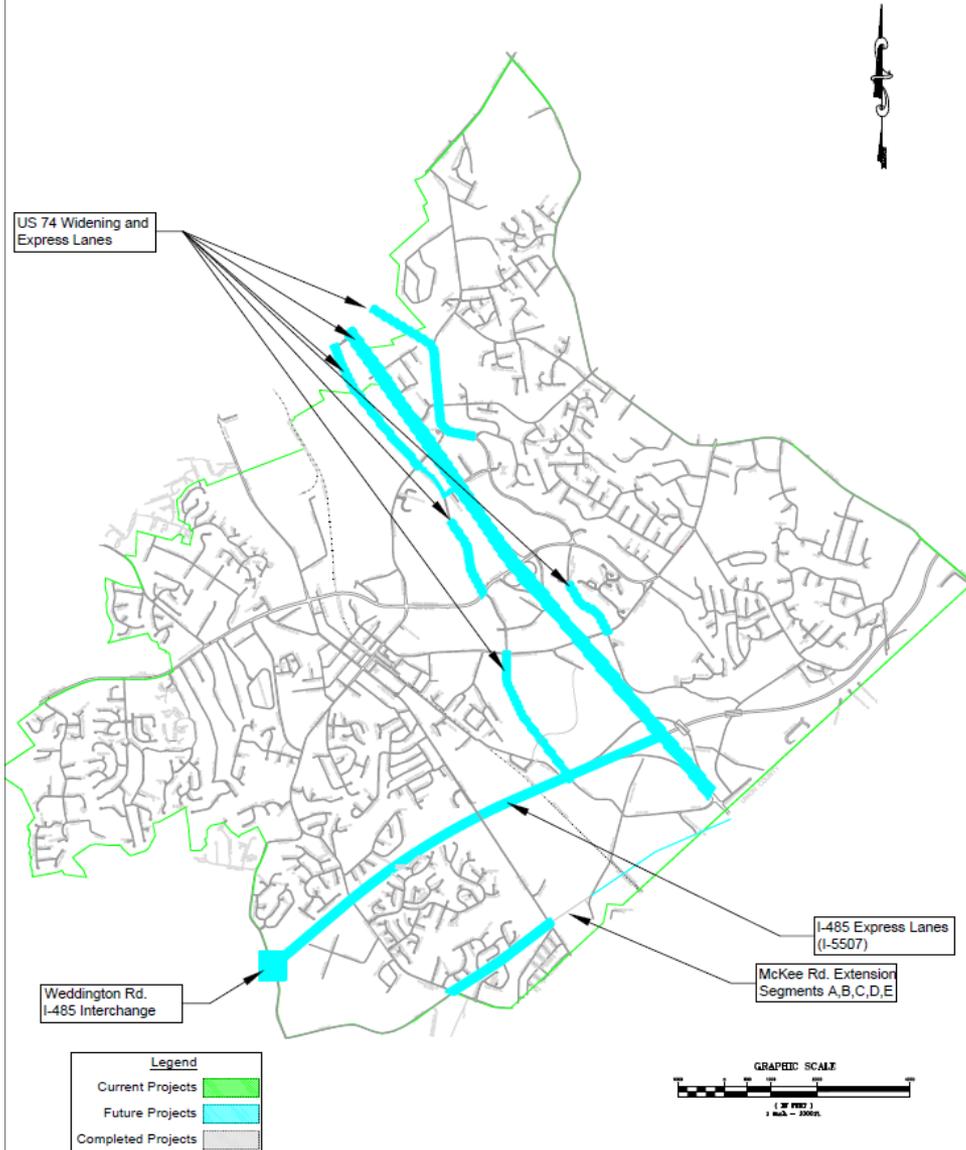
Proposed Order

1. I-5507- I-485 Express Lanes and Weddington Rd Interchange
2. U-4713A- McKee Rd A



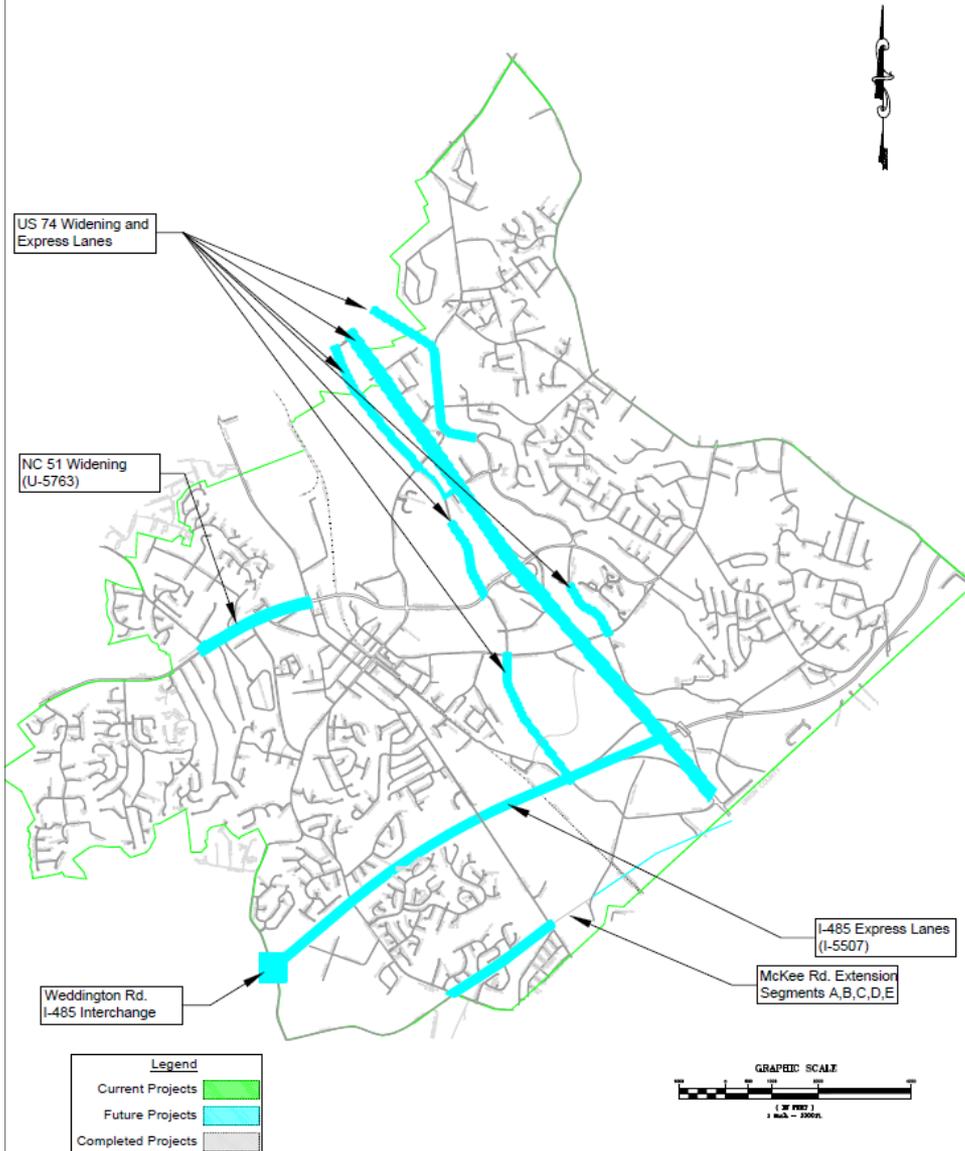
Proposed Order

1. I-5507- I-485 Express Lanes and Weddington Rd Interchange
2. U-4713A- McKee Rd A
3. U-2509- US 74 Widening and Express Lanes

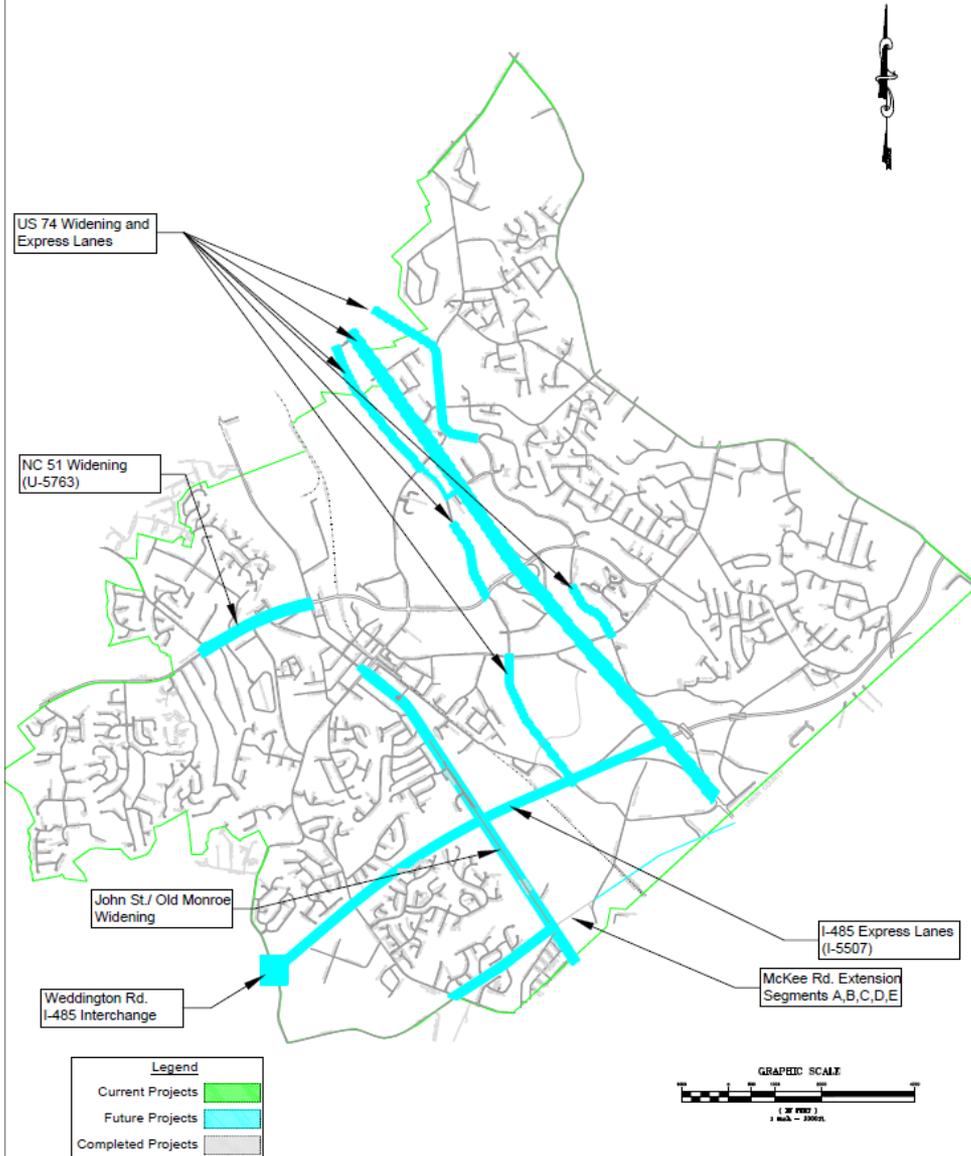


Proposed Order

1. I-5507- I-485 Express Lanes and Weddington Rd Interchange
2. U-4713A- McKee Rd A
3. U-2509- US 74 Widening and Express Lanes
4. U-5763- NC 51 Widening from Sardis Rd to Monroe Rd

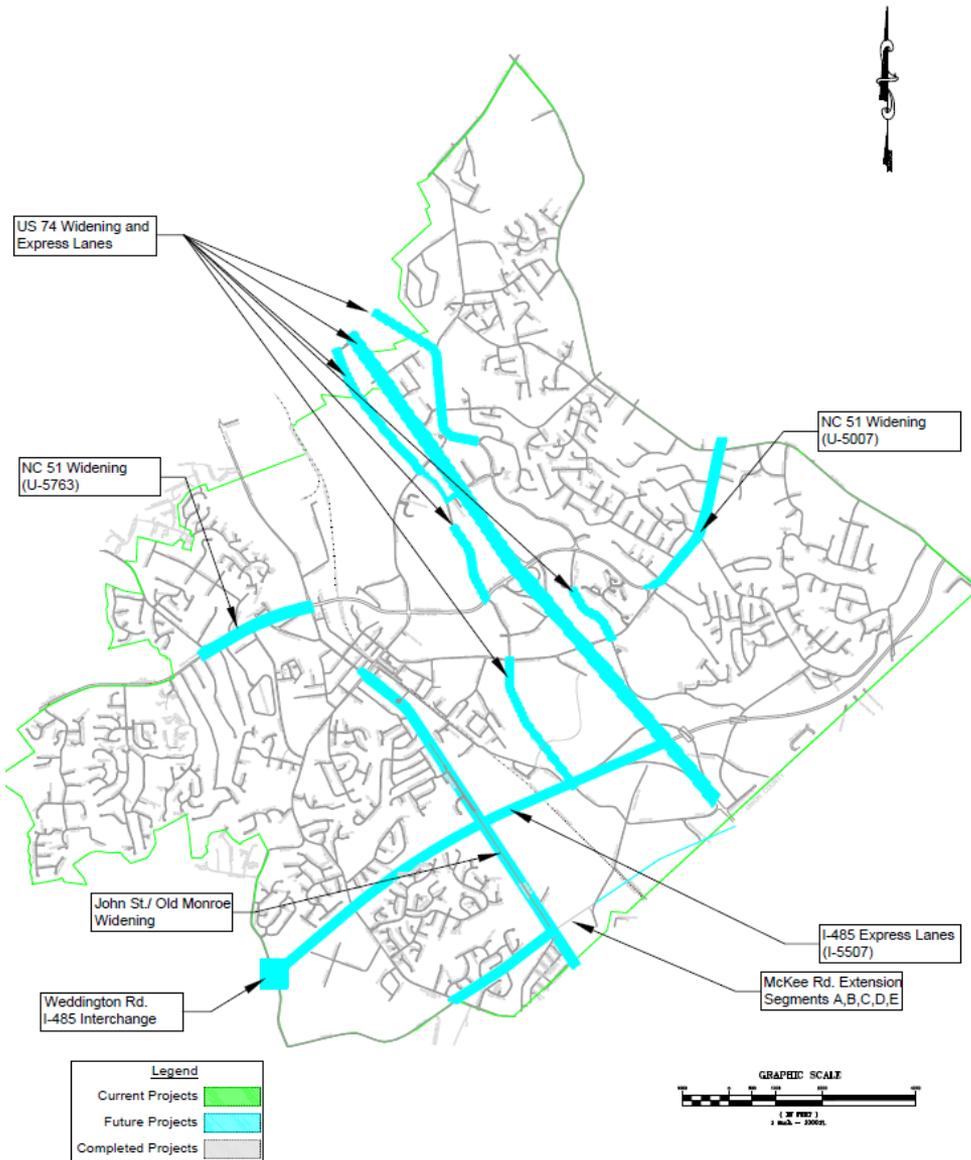


Proposed Order



1. I-5507- I-485 Express Lanes and Weddington Rd Interchange
2. U-4713A- McKee Rd A
3. U-2509- US 74 Widening and Express Lanes
4. U-5763- NC 51 Widening from Sardis Rd to Monroe Rd
5. U-4714- E John St / Old Monroe Rd Widening

Proposed Order



1. I-5507- I-485 Express Lanes and Weddington Rd Interchange
2. U-4713A- McKee Rd A
3. U-2509- US 74 Widening and Express Lanes
4. U-5763- NC 51 Widening from Sardis Rd to Monroe Rd
5. U-4714- E John St / Old Monroe Rd Widening
6. U-5007- NC 51 Widening from Matthews Mint Hill Rd to Lawyers Rd