

COUNCIL MINUTES  
SPECIAL WORKSHOP MEETING

March 22, 2011

A special workshop meeting of the City Council of the City of Jacksonville was held Tuesday, March 22, 2011 beginning at 5:30 PM in Council Chambers of the Jacksonville City Hall. Present were: Mayor Pro-Tem Michael Lazzara, presiding; and Council Members: Jerry A. Bittner, Fannie K. Coleman, Randy Thomas, Bob Warden, and Jerome Willingham. Also present were: Richard Woodruff, City Manager; Ron Massey, Assistant City Manager; Gayle Maides, Interim Finance Director; Glenn Hargett, Communications and Community Affairs Director; Mike Yaniero, Police Chief; Tim Chesnutt, Recreation and Parks Director; Grant Sparks, Public Services Director; Reggie Goodson, Planning and Development Services Director; Carolyn Lampe, Deputy City Clerk; and John Carter, City Attorney. \*An audio recording of the Council Meeting is presently available for review in the City Clerk's Office.

CALL TO ORDER

Mayor Pro-Tem Michael Lazzara called the meeting to order at 5:52 PM.

ADOPTION OF AGENDA

A motion was made by Councilman Bittner, seconded by Council Member Coleman, and unanimously approved to adopt the agenda as presented.

CIP REVIEW

Using the PowerPoint presentation attached to the official minutes as Exhibit A, Wally Hansen, Infrastructure and Capital Projects Manager, provided an update on projects that were funded for fiscal year 2011 in the Capital Improvements Program (CIP). He reviewed the current status of the projects in terms of planning, design, and construction. Some projects were multiple year projects, while others could be completed in one year.

Mayor Pro-Tem Lazzara asked about the status of Fire Station #5. Mr. Woodruff stated that staff was currently in the process of identifying potential locations for consideration.

In regards to sidewalk projects, Henderson Dr. sidewalk was a carryover project from a prior CIP. There were challenges within the area from Onslow Drive to Highway 17, but the City was partnering with the MPO and NCDOT to find a workable solution.

Regarding the Castle Hayne well houses, Mr. Woodruff stated Council should be aware that a number of well houses were rejected and the contractors had to go back and complete substantial rehabilitation. This caused the delay in completion.

Council Member Coleman asked about the Market Street Park. Mr. Woodruff stated that the recreation equipment was no longer being utilized at the park, so it was declared surplus and donated to a lower income County neighborhood park. The City was currently looking at the feasibility of a public- private partnership to build one or two new homes on that property.

Councilman Thomas asked about the Parkwood Regional Lift Station. Mr. Hanson stated that in the modeling effort, staff was looking at what size the initial station should be and what improvements under the existing projects could be removed to offset costs. This would be brought forward for Council review.

Councilman Willingham expressed considerable concern about the Waterfront Park project proposed for Georgetown. He was disappointed in the City's latest actions to put the park project on hold. The City had specifically asked the Georgetown community for their input and recommendations on what they would like to see done in their neighborhood. There was a lot of participation and a lot of residents attended the three or four meetings on this topic. The result was a request for a waterfront access park, which the City had added to the CIP quite some time ago. The project had been moving along in an orderly process until a developer recently became interested in the same piece of property. Now it seemed there were new projects moving forward quickly that were not even in the CIP. He pointed out that in the Jacksonville Commons area, a pickleball court and a skateboard park were requested and the City delivered on those requests. Councilman Willingham said he did not see the same kind of response being given to the Georgetown Park project, and he did not think this was the message to send to citizens.

Mr. Woodruff commended staff for the number of projects they were working on. He wanted the public to know that staff had been trying to get started on Heritage Square before the rains to avoid flooding again this year; however, the hold-up had been getting signed easements.

Mayor Pro-Tem Lazzara asked about the Parkwood Stormwater project. He wanted to make sure there was proper oversight, since it was a very large project and could be quite disruptive to the neighborhood. Mr. Hansen stated that the contracts were set up with milestones

that had to be met and the contractors could only work in certain areas during certain times periods.

Using Exhibit A, Ron Massey, Assistant City Manager, discussed the proposed FY2012 CIP that had been provided to Council.

Councilman Bittner asked about the cost increase of the Public Safety Headquarters Facility for acquiring the land. He thought the cost of the land had been estimated in the original figure. Mr. Massey stated that more land was acquired than originally planned and as the project evolved, more buildings were acquired and torn down.

Mayor Pro-Tem Lazzara asked about the \$47 million figure for the Water Supply and Treatment Facility project. Mr. Massey stated that most of that figure had already been spent as the project was almost complete. No additional funds would be set aside.

Mr. Massey stated that the Hargett Street water line replacement was a new project. It was brought forward so that the water main could be replaced before the State started their resurfacing project. One of the opportunities with the NCDOT resurfacing was to look at lane re-configuration. One of the possibilities would be to reconfigure the road to a three lane cross-section with bicycle lanes; however, NCDOT may require the City to take over the maintenance of the street. This would be brought back to Council.

#### RECESS/RECONVENE

A motion was made by Councilman Bittner, seconded by Councilman Thomas and unanimously approved to recess the meeting at 6:42 PM and reconvene following the Regular Council Meeting.

Mayor Pro-Tem Michael Lazzara reconvened the Special Meeting at 7:51 PM.

Mr. Massey continued his review of the proposed FY2012 CIP. He stated there would be discussions regarding the Level of Service Master Plan concepts for types of parks. Mr. Woodruff stated that in early April, staff would bring to Council a report that looked at reconfiguring activities at several parks.

Councilman Bittner asked about the donation received for the Richard Ray Park. Mr. Woodruff stated it was a private donation by the Ray family to continue the planting and beautification of the park.

Councilman Warden stated that he would need more convincing on the Multimodal Transportation Center described because he was not sure of the vision of that facility.

Mr. Massey provided a quick review on the movement of projects including proposed timelines and the reasons for any movement. Regarding the Brynn Marr Area Storm Drainage Project, Mr. Woodruff stated that the cause of a lot of flooding in the area was due to the pipe under NC 24 that belonged to NCDOT. Until NCDOT had the improvement for the pipe in their 5 year plan, the City could not fund the project as they would receive no reimbursement. Mr. Woodruff wanted the public to know that the City was in no way trying to downplay the importance of the project. Mr. Massey stated there were interim things being done. NCDOT was installing an additional pipe across the entrance to Tarawa Terrace that would divert some of the flow and Camp Lejeune was putting a bridge on the Rails to Trails.

Councilman Warden asked if there was anything that the MPO/JUMPO could do to help. Mr. Massey stated they would look at that from a project standpoint to see if it could be added to a Transportation Improvement Plan (TIP.)

Mr. Massey reviewed next steps in the budget process including proposed budget workshop dates, as shown in Exhibit A. Mr. Woodruff stated one of the goals of the budget process was not to compress the process. The dates were proposals only and the adoption date of June 7 could be changed as the budget did not have to be adopted until the end of June.

In response to questions from Councilman Bittner, Mr. Woodruff stated that today was the kickoff or overview of the budget. The key was to focus on the projects in FY2012. Fiscal years 2013 -2016 were mainly placeholders. The CIP would not be considered approved until Council adopted the Budget in June.

Mayor Pro-Tem Lazzara recommended a workshop as a follow-up, which would give Council time to review the CIP and to bring forward their comments and concerns.

Following discussion, Mayor Pro-Tem Lazzara asked for a prioritization of the projects. Councilman Warden asked if the numbers shown on the project sheets indicated priority ranking. Mr. Massey stated that the current numbers shown were determined by commitment, not by priority. Mr. Woodruff stated that a priority listing would be prepared and a follow-up workshop would be set.

#### LAND DEVELOPMENT CODE REVISIONS

Mr. Woodruff stated that during Council's goal setting session, staff was asked to look at the 25,000 square foot rule (Site Plan Thresholds) – if the project had more than 25,000 sq. ft., it

was to be brought to Council for approval. Potential changes to the Code were presented to the Planning Board at their last meeting.

Using Exhibit A, Reggie Goodson, Development Services Director, reviewed proposed amendments to Section 112 - Site Plans providing both pros and cons to the amendments.

Mayor Pro-Tem Lazzara stated he had received several calls from Planning Board members prior to their meeting. Mr. Woodruff stated that the Planning Board had several concerns relative to their role. It was explained to them that while they reviewed and discussed these items, there was very little alteration they could make to the proposals. It was also stressed that currently the Planning Board was more of a development review board. While the members did not want the Board to become less important, there was a feeling after the discussions that these changes could free their time for more planning rather than simple reviewing.

Mr. Goodson stated that they had been working on the UDO for the past three years and one of the goals of the UDO was to streamline the development process. The requested revisions would do that and developers had indicated this could free up 60-90 days in their development timelines which would benefit them greatly.

Councilman Thomas stated that several years ago he had requested information on this issue and had found that there were only two site plans that came to Council since 1998 that had not been approved. He felt the change was a good idea because Council could review site plans over 25,000 square feet in the Management Report as they currently did for those under 25,000 square feet.

Councilman Bittner stated he was all for streamlining, but was not sure this was the best way to go about it. He wanted the residents to be aware of what was happening, but at the same time did not want to put approval power in the hands of unelected officials. Mayor Pro-Tem Lazzara agreed with Councilman Bittner that the amendment would take away the right of the public to speak for or against the site plan. He was not comfortable with leaving the public out.

Mr. Carter stated that Council's role in regard to site plan review was a ministerial role. If the site plan met Code requirements, Council had no choice but to approve the site plan. The only option was if the site plan was associated with a Special Use Permit, which allowed Council the ability to place reasonable conditions on the Site Plan.

Following discussion, it was the consensus of Council to express general support for the proposal; however, they would like Staff to provide additional details and information at a future workshop before making a final decision on this proposal.

ADJOURNMENT

A motion was made by Councilman Bittner, seconded by Councilman Willingham, and unanimously adopted to adjourn the meeting at 8:48 PM.

Adopted by the Jacksonville City Council in regular session this 5<sup>th</sup> day of April, 2011.

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Sammy Phillips, Mayor

ATTEST:

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Carmen K. Miracle, City Clerk

Exhibit "A"

**Jacksonville City Council**



**Special Workshop Meeting**  
**March 22, 2011**

**Agenda**

- 1. Capital Improvements Program Review**
- 2. Land Development Code Revisions**




**Adopted Capital Improvements Program Status**

**FY11 CIP Update**

**FY11 CIP: 62 Projects**

- 2 Community Programs Projects
- 3 Fire Projects
- 3 Police Projects
- 43 Public Services Projects
- 9 Recreation and Parks Projects
- 2 Transportation Projects



**FY11 CIP Update**  
**Public Safety Projects**

**Fire Department**

	Planning	Design	Construction
Fire Station #5			
Fire Station #2			
Georgetown Fire Training Facility			

**Police Department**

	Planning	Design	Construction
Public Safety Headquarters			
Firearms Training Facility			
Radio System Upgrade			



**FY11 CIP Update**  
**Community Programs Projects**

	Planning	Design	Construction
Chaney Creek Bioremediation Phase II	On Hold Pending Grant Funding		
Sturgeon City Boardwalk IV	State Funding Not Yet Released		



### FY11 CIP Update Public Services Projects

**General**

	Planning	Design	Construction
Public Services Phase II – Fleet	█	█	█
Public Services Phase II – Site	█	█	
Ellis Park Infrastructure	█	█	█
Freedom Fountain	█	█	



### FY11 CIP Update Public Services Projects

**Sidewalks**

	Planning	Design	Construction
Greenbriar Dr. Sidewalk	█	█	
Henderson Dr. Sidewalk	NCDOT Partnership		
FY11 Sidewalk Installation	█	█	
NCDOT Pedestrian Improvement	NCDOT Agreement Executed		



### FY11 CIP Update Public Services Projects

**Sewer**

	Planning	Design	Construction
Inflow & Infiltration Phase I	█	█	█
Henderson Drive Lift Station	█		
Holiday City Sewer Rehabilitation	█	█	█
Brookview Lift Station Upgrade	█	█	█
Collins Branch Trunk Sewer	█	█	
Dewitt Street	█	█	



### FY11 CIP Update Public Services Projects

**Sewer**

	Planning	Design	Construction
Bellfork Lift Station Replacement	█	█	█
Barrus Lift Station Upgrade	█	█	
FY11 Sewer Replacement	█	█	
Springdale Lift Station	█	█	
Ellis Lift Station Site Imp	█		



### FY11 CIP Update Public Services Projects

**Sewer**

	Planning	Design	Construction
Parkwood Regional Lift Station	█		
Western Trunk Sewer	█		
Main Outfall F1	█		
Rehabilitation of 3 Lift Stations	City did not receive grant funding		



### FY11 CIP Update Public Services Projects

**Streets**

	Planning	Design	Construction
Bordeaux Street Rehabilitation	█	█	█
FY11 Street Reclamation	█	█	
Enough Lane Intersection	█	█	█



### FY11 CIP Update Public Services Projects

#### Stormwater

	Planning	Design	Construction
Parkwood Area SW Project	Complete	Complete	
Brynn Marr Area BMP Project	Complete		
Heritage Square SW Project	Complete	Complete	
SW Downtown Treatment	Complete		
Country Club/Sandy Run SW	Complete		



### FY11 CIP Update Public Services Projects

#### Combined Infrastructure

	Planning	Design	Construction
Bordeaux St W/S Rehabilitation	Complete	Complete	
Williams St W/S Rehabilitation	Complete	Complete	
Western Parkway TIP Utilities	NCDOT Agreement Executed		



### FY11 CIP Update Public Services Projects

#### Water

	Planning	Design	Construction
Water Treatment Facility	Complete		
Raw Water Mains Contract 1	Complete	Complete	Complete
Castle Hayne Well Houses	Complete	Complete	Complete
Raw Water Mains Contract 2	Complete	Complete	



### FY11 CIP Update Public Services Projects

#### Water

	Planning	Design	Construction
Water System Imp. Phase II	Complete	Complete	
Sherwood Forest Improvements	Complete	Complete	
Piney Green/Hwy17 Service Area			
Northwoods Tank Maintenance	Negotiating Maintenance Contract		
ONWASA Interconnects	Complete	Complete	



### FY11 CIP Update Recreation & Parks Projects

	Planning	Design	Construction
NC 24 Lejeune Trail	Complete	Complete	
Carolina Forest Park	Grant Funding Pending		
Country Club Park	Grant Funding Not Received		
Georgetown Water Access & Trail			
Commons Gym Floor	Complete		



### FY11 CIP Update Recreation & Parks Projects

	Planning	Design	Construction
Northeast Creek Park	Did not receive grant funding		
Market Street Park	Cancelled		
Jack Amyette Recreation Center	Complete		
Jack Amyette Playground	Complete		



### FY11 CIP Update Transportation Projects

**Transit**

	Planning	Design	Construction
Commons Park & Ride	Grant Funding Pending		
Intelligent Transportation System			



### FY11 CIP Update Project Summary

**In Conclusion:**

- 3 Complete
- 51 Active Projects
  - 3 via Agreement
  - 14 in Planning
  - 18 in Design
  - 16 in Construction
- 1 Project Cancelled
- 5 Pending Grant Funding
- 2 Projects on hold




## FY12 Capital Improvements Program

### FY2012 Capital Improvement Plan (Proposed)

- Long Term (5 year) Plan for Capital Improvements
- Capital Budget for 2012 (Execution Year)
- Capital Projects 2013-2016 (Planning Years)
- 84 Projects



### FY2012 Capital Improvement Plan (Proposed)

2012	2013	2014	2015	2016
E	P	P	P	P
X	L	L	L	L
E	A	A	A	A
C	N	N	N	N
U	N	N	N	N
T	I	I	I	I
I	N	N	N	N
O	G	G	G	G
N				



### Capital Improvement Plan Comparison

Departments	2011-2015 Project Totals	2012-2016 Project Totals
Community Programs	3	2
Fire	4	3
Police	3	3
Public Services	57	50
Recreation & Parks	32	23
Transportation	2	3
<b>Total Projects:</b>	<b>101</b>	<b>84</b>



### Community/Public Safety

Project Name	Status	Total Cost
<b>Community Programs</b>		
Sturgeon City Boardwalk IV		200,000
<b>Fire</b>		
Fire Station #5	Land	3,300,000 +
Relocation of Fire Station #2		2,858,000 +
<b>Police</b>		
Public Safety Headquarters Facility		28,975,436 +
Firearms Training Range Improvements		332,448 +
Radio System Upgrade		3,975,896 +



### Public Services

Project Name	Status	Total Cost
<b>General</b>		
Public Service/Fleet Complex - Phase II		2,152,960 +
New Bridge Streetscape	Exec	127,000
Gateway Median Improvements	New	50,000
<b>Sidewalks</b>		
NCDOT Partnered Pedestrian Improvements		1,079,711
FY 12 Sidewalk Installation	Exec	118,000
Hargett Street Pedestrian Improvements	Exec	171,000



### Public Services

Project Name	Status	Total Cost
<b>Sewer</b>		
Inflow and Infiltration Rehabilitation Ph I		1,411,900
Henderson Lift Station Upgrade		3,256,840 +
Warlick St & Koonce Cir Sewer Repl		535,000
Southwest Regional Lift Station		1,145,000 +
Parkwood Region Lift Station & Forcemain		14,570,000
Western Trunk Sewer (Lower)		2,850,000
WW Collection Sys Imp-Main Outfall F1		410,000
Piney Green Road Sewer Infrastructure	Exec	3,218,700
SCADA for Wastewater Lift Stations	Exec	1,194,000
College Street Sewer Replacement (FY12)	Exec	318,000



### Public Services

Project Name	Status	Total Cost
<b>Sewer (Continued)</b>		
Memorial Lift Station Replacement	Exec	646,000 +
Canterbury Lift Station Replacement	Exec	648,000 +
<b>Streets</b>		
FY12 Street Reclamation	Exec	779,000 +
<b>Stormwater</b>		
Parkwood Area Stormwater Project		4,272,467
Brynn Marr Area Stormwater BMP Project		493,000 -
Country Club/Sandy Run Stormwater - Proj		233,300 +
Chaney Creek Bioremediation Phase II		350,000
Downtown Central Stormwater Phase I		1,000,000 -



### Public Services

Project Name	Status	Total Cost
<b>Water</b>		
Water Supply and Treatment Facility		47,810,348
Sherwood Forest Water Supply-Fire Prot.		190,000
Water System Improvements Phase II		5,299,024
Piney Green & 17 Water Service Area	Exec	2,671,000
Zack Circle & Hargett St Water Line Repl	New	1,228,000



### Recreation

Project Name	Status	Total Cost
NC 24 Lejeune Blvd Trail		1,115,000
Carolina Forest Park		1,094,625
Northeast Creek Park		319,350
Jack Amyette Recreation Center		380,000 -
Jacksonville Commons Phase III	Exec	135,000 +
Playground Surfaces FY 2012	Exec	65,000 +
Wooten Park	Exec	111,500
Richard Ray All-American Park Phase II	Exec	36,250 -



### Transportation

Project Name	Status	Total Cost
Jacksonville Commons Park & Ride		453,000
Intelligent Transportation System (ITS)	Exec	7,477,770+
Multimodal Transportation Center	New	5,016,000



### FY2012 Capital Improvement Plan (Planning Years)

- FY2013-2015 Changes
- FY2016 Projects



### CIP Project Changes

Project Name	Previous Date	New Date
Execution Year Changes in 5 Year CIP		
Sturgeon City Civic & Environmental Ed Ctr	2012	2014
Fire Station #5	2011	2015
Georgetown Training Facility Phase II	2013	2014
Inflow & Infiltration (I&I) Phase II	2012	2013
Country Club Villas Sewer Station Rehab	2011	2014
Georgetown Sewer Station Rehabilitation	2011	2014
Brynn Marr Area Storm Drainage Project	2011	2015
Zack Circle Stormwater Project	2012	2013



### CIP Project Changes

Project Name	Previous Date	New Date
Execution Year Changes to the 5 Year CIP		
Phillips Park	2012	2013
Riverwalk Crossing Park	2012	2013
Northwoods Recreation Center	2012	2013
Jacksonville Skateboard Park Phase I	2012	2014
Jacksonville Skateboard Park Phase II	2013	2016



### CIP Project Changes

Project Name	Previous Date	New Date
Projects added to the 5 Year CIP		
Freedom Fountain Phase II	New	2013
FY13 Sidewalk Installation	New	2013
FY15 Sidewalk Improvements	New	2015
FY16 Pedestrian Improvements	New	2016
FY16 Street Reclamation	New	2016
Downtown Central Stormwater Phase II	New	2013
FY16 Water Main Replacements	New	2016
Kerr Street Recreation Center	New	2013



### CIP Project Changes

Project Name	Previous Date	New Date
Projects Moved from 5 Year CIP		
Fire Station #6	2012	TBD
Georgetown Water Access Site	2012	TBD
Country Club Park	2011	TBD
Brynn Marr Indoor Facility	2013	TBD
Dog Park	2013	TBD
Jacksonville Skateboard Park Phase III	2014	TBD
Aquatics Facility	2015	TBD
Jacksonville Commons Gazebo	2015	TBD



### CIP Project Changes

Project Name	Previous Date	New Date
Projects Removed from 5 Year CIP		
Painting & Maintenance Ellis Water Tank	2012	None
Market Street Park	2011	None
Playground Surfaces – FY 2015	2015	None



- ### Next Steps
- Additional Council Workshop as needed
  - Verify Funding/Project Management Capacity
  - Prepare Final 2012 CIP
  - Draft Annual Budget to Council – April 2011
  - Budget Workshops – April 26, May 17 & 24,
  - Budget Public Hearing – May 17, 2011
  - Annual Budget Approval – June 7, 2011
- 



## Land Development Code Revisions

- ### Amendments to Section 112 Site Plans
- Historical Data (2008 to present)  
86 Plans Reviewed by City Council
- 17** Were **Conditional Use Zoning** District
  - 16** Were **Special Uses** in the Zoning District
  - 26** Had **special Conditions**  
Many could be addressed by Code Amendments
  - 20** Were **approved by Consent**
- 

- ### Amendments to Section 112 Site Plans
- UDO – Module #1 Development Review
  - Fall 2010 – Building Development Ad-Hoc Committee
    - Staff
    - Development Community
    - Engineers/Surveyors
- 

- ### Amendments to Section 112 Site Plans
- Reviewed entire section and recommend some wholesale changes based on draft UDO/Steering Committee Comments
  - Created Plot Plan Standards
  - Adjusted Exemptions
  - Eliminated 25,000 SUP requirement
- 

### Amendments to Section 112 Site Plans

#### Adjusted Site Plan Thresholds

	Current	Proposed
	In Square Feet	
Type I	<5,000	<25,000
Type II	5,000-24,999	>25,000
Type III	>25,000 Or SUP/CUP	SUP/CUP only



### Amendments to Section 112 Site Plans

- Cons
  - Would eliminate the opportunity for the public to comment at City Council meetings
  - Would eliminate the opportunity for the Planning Board to comment on development proposals



### Amendments to Section 112 Site Plans

- Pros
  - Streamlined
  - Submittal date no longer critical
  - Faster approvals
  - Less agenda item preparation
  - Decreased Planning Board & Council agenda items
  - Increased focus on other Planning issues



### Amendments to Section 112 Site Plans

If this Amendment were approved, of the 86 plans reviewed since 2008:

- 53 would have been **Management Report**
- 17 were in Conditional Use Zoning District and 16 Special Uses in the Zoning District would still have gone to **Public Hearing**
- The 26 items with Special Conditions dealt with Stormwater, Buffering, and Plan Submittal. Most have had amendments addressing since.

