



Budget Planning Retreat - Minutes
Tuesday, January 30, 2024

COUNCIL PRESENT:

Mayor Mulhollem
Mayor Pro Tem Castleberry
Council Member Bruton
Council Member Jackson
Council Member Purvis

COUNCIL ABSENT:

Council Member Wilson

STAFF PRESENT:

Bryan Chadwick, Town Administrator
Kim P. Batten, Assistant Town Administrator/Finance Officer
Chris Allen, Parks & Recreation Director
Jenny Martin, Human Resources Officer/Town Clerk
Miguel Galvan, Parks Maintenance Specialist

GUEST PRESENT:

Angie Manning, AICP, CodeWright Planners
Chad Meadows, CodeWright Planners
Chris Lukasina, Executive Director, CAMPO
Chris Johnson, JO CO Economic Development Director
Steve Bizzell, Sheriff, JO CO Sheriff's Office
Bengie Gaddis, Chief Deputy Sheriff, JO CO Sheriff's Office
Phillip Driver, Fire Chief, Northside Fire Department

1. LIGHT BREAKFAST

- a) **Breakfast was served at 9:00 a.m.**

2. WELCOME ~ MAYOR MULHOLLEM & BRYAN CHADWICK

- a) **Invocation**

Mayor Mulhollem called the Budget Planning Retreat to order at 9:34 a.m. at the Johnston County Regional Airport located at 3149 Swift Creek Road, Smithfield, NC. Mr. Chadwick thanked everyone for attending and informed that the meeting would be informal and everyone could share ideas and interact with each other. Council Member Jackson offered the invocation.

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- b) **Pledge Of Allegiance**

Mayor Mulhollem led in the Pledge of Allegiance to the US Flag.

3. STAFF INTRODUCTIONS

- a) **Mr. Chadwick gave an overview of the meeting agenda and allowed each attendee to provide an introduction of themselves for everyone to get to know each other better. He began by giving an introduction of himself and everyone followed suit.**

4. PRESENTATIONS

- a) **ARCHER LODGE COMMUNITY CENTER (ALCC) SENIORS PROGRAM ~ TERESA PURVIS**
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- b) **NORTH CAROLINA CAPITAL AREA METROPOLITAN PLANNING ORGANIZATION (CAMPO)**

Mr. Lukasina shared that the Town of Archer Lodge was the only member to incorporate and already be within the boundary of CAMPO. He presented a presentation providing an explanation of all of the functions and responsibilities of the MPO (Metropolitan Planning Organization) and the 3-C planning process (Continuation, Cooperative, and Comprehensive) in the region.

Points of the Presentation:

MPO Functions:

- Establish a fair & impartial setting
- Evaluate transportation alternatives
- Maintain a Metropolitan Transportation Plan (MTP)
- Develop a Transportation Improvement Program (TIP)
- Involve the public + residents + key affected sub-groups

MPO Primary Responsibilities:

(MTP) Metropolitan Transportation Plan (formerly Long-Range Transportation Plan - LRTP) – Must cover 20+ years, updated every 4 years – MTP Revenues and Costs must balance

(TIP) Transportation Improvement Program– Determines regional transportation priorities, in cooperation with NCDOT – Identifies State, Federal and local funding – Must be consistent with MTP **(NAAQS)**

National Ambient Air Quality Standards – MTP and TIP must meet Air Quality (AQ) emissions regulations – Federal funding withheld if Plans are not “conforming” – AQ Modeling for DCHC and CAMPO

Mr. Lukasina shared information on the Funding, the Southeast Area Study, and the projects in the Archer Lodge area.

c) JOHNSTON COUNTY ECONOMIC DEVELOPMENT ~ CHRIS JOHNSON, ECONOMIC DEVELOPMENT DIRECTOR

Mr. Johnson shared his background with everyone. He provided an overview of the growth of Johnston County and access to highways that make traveling faster. He discussed the potential for commercial businesses in the Town. He offered to meet with anyone on the Town's behalf to discuss the specifics required for his services. Discussion followed.

d) NORTH SIDE FIRE & RESCUE DEPARTMENT ~ PHILLIP DRIVER, CHIEF

North Side Fire Chief, Phillip Driver, gave an overview and the timeline of the original Archer Lodge Fire Department merging with the Thanksgiving Fire Department, due to the growth in the area, and having a name change to North Side Fire Department for both departments. He shared that they are looking land to build another fire station and to add staff near the Flowers Plantation area. Chief Driver explained the fire department's budget, goals, and what has been achieved. Discussion follow.

5. LUNCH

a) Lunch was served from 12:48 - 1:25 p.m.

6. PRESENTATIONS CONTINUED

a) JOHNSTON COUNTY SHERIFF'S OFFICE ~ SHERIFF STEVE BIZZELL

Mayor Mulhollem introduced everyone in attendance and welcomed Johnston County Sheriff Steve Bizzell and Chief Deputy Sheriff Bengie Gaddis.

Sheriff Bizzell thanked everyone for the opportunity to speak and expressed that it is an honor to be Sheriff of Johnston County, NC. He shared an overview of the Sheriff's Department, duties of staff, expenses to maintain the jail, and updates. Mayor Mulhollem thanked Sheriff Bizzell and Chief

Deputy Sheriff Gaddis for coming and sharing the information. He expressed the appreciation that Council and Staff has for the services of the Sheriff's Department. Discussion followed. Sheriff Bizzell expressed appreciation for all of the Staff and Council and commended them for their service in Johnston County.

b) **COMPREHENSIVE PLAN/EXISTING CONDITIONS UPDATE ~ CHAD MEADOWS, CODEWRIGHT PLANNERS**

Mr. Meadows opened the floor for Ms. Angie Manning, AICP, Land Use Consultant with CodeWright Planners, to introduce herself. Ms. Manning shared an overview of her twenty-six and one half years of history in Land Use Planning. She informed that she is retired and is now working as a consultant. She is working on projects for Mr. Chad Meadows, AICP, CodeWright Planners, LLC. Mr. Meadows shared that he would be discussing the first major deliverable of the Comprehensive Land Use Plan. He shared the background of the project and what he suggests to happen next. Mr. Meadows provided a portion of the work in progress and gave an overview of the information. He discussed the need for an ETJ (Extra Territorial Jurisdiction). Discussion happened throughout the session.

c) **PARKS & RECREATION UPDATE ~ CHRIS ALLEN, PARKS & RECREATION DIRECTOR**

Presentation not given due to time constraints. Rescheduled tentatively to the 19th.

d) **ADMINISTRATION UPDATE ~ BRYAN CHADWICK, TOWN ADMINISTRATOR**

Presentation not given due to time constraints. Rescheduled tentatively to the 19th.

7. **NEXT STEPS & WRAP-UP**

- a) Mr. Chadwick apologized to Chris and Miguel for not giving them a chance to provide their presentation. He stated that on the 19th, Parks and Recreation as well as Administration will be able to provide their presentation on guidance and preparation for the remaining budget sessions. He stated that the dates that he provided to work on the budget can be decided and change based on what scheduling looks like. He encouraged Council to be prepared that other dates can come into play for the budget planning sessions. Discussion followed.

8. **ADJOURNMENT**

- a) **With no further business, the meeting was adjourned at 4:28 p.m.**


Matthew B. Mulhollem, Mayor


Jenny Martin, Town Clerk

