



AGENDA

Henderson City Council Special Meeting

Monday, 5 November 2012 6:00 P.M.

R. G. (Chick) Young, Jr. Council Chambers, Municipal Building

134 Rose Avenue

Henderson, North Carolina

Mayor and City Council Members

Mayor James D. O'Geary, Presiding

Councilmember James C. Kearney, Sr.

Councilmember Sara M. Coffey

Councilmember Michael C. Inscoc

Councilmember D. Michael Rainey

Councilmember Brenda G. Peace—Jenkins

Councilmember Garry D. Daeke

Councilmember Vernon L. Brown

Councilmember George M. Daye

City Officials

A. Ray Griffin, Jr., City Manager

John H. Zollicoffer, Jr., City Attorney

Esther J. McCrackin, City Clerk

I. CALL TO ORDER

II. ROLL CALL

III. NEW BUSINESS

- a)** Consideration of Approval of 1) Resolution 12-A-14, Acceptance of the 2012 BJA Bullet Proof Vest Partnership Grant in the amount of \$4,198.50, and 2) Ordinance 12-79 FY13 Budget Amendment #18, Amending Fund 55: Establishing Budget for Above Mentioned Grant. *(CAF 12-A-67) [See Tab #1]*

- Resolution 12-A-14
- Ordinance 12-79

- b)** Consideration of Approval of Flint Hill CDBG Catalyst Grant Application Concept. *(CAF 12-76) [See Tab #2]*

IV. WORK SESSION

a) Consideration of Approval of 1) Resolution 12-92, Approving an Engineering Contract with McGill Associates to Perform Engineering Services Related to Improvements of the Sandy Creek Pump Station; and 2) Ordinance 12-78, FY13 Budget Amendment #17, Amending the CIP Sewer Fund Relative to the Engineering Services for the Sandy Creek Pump Station Improvements Project. *(CAF 12-B-36) [See Tab #3]*

- Resolution 12-92
- Ordinance 12-78

b) Declaration of Surplus Property. *[See Tab #4]*

V. CLOSED SESSION

a) Pursuant to G.S.§143-318.11 (a)(5) regarding acquisition of real property

VI. ADJOURNMENT

City Council Action Form

Office of City Manager
P. O. Box 1434
Henderson, NC 27536
252.430.5701



Agenda Item: _____

Council Meetings: 5 Nov 12 Special Called Mtg.

31 October 2012

TO: The Honorable Mayor Pete O'Geary and Members of City Council

FR: A. Ray Griffin, Jr., City Manager

RE: CAF: 12-A-67

Consideration of Approval of 1) Resolution 12-A-14, Acceptance of the 2012 BJA Bullet Proof Vest Partnership Grant in the amount of \$4,198.50, and 2) Ordinance 12-79 FY13 Budget Amendment #18, Amending Fund 55: Establishing Budget for Above Mentioned Grant.

Ladies and Gentlemen:

Council Goals Addressed By This Item:

- *KSO2: Reduce Crime:* To Reduce Crime and Provide for a Safe Community;
- *KSO 8: Provide Financial Resourcing:* To provide sufficient funds for municipal operations and capital outlay necessary to meet the needs of citizens, customers and mandates of regulatory authorities.

Recommendation:

- Approval of Resolution 12-A-14, Acceptance of the 2012 BJA Bulletproof Vest Partnership Grant in the amount of \$ 4,198.50.
- Approval of Ordinance 12-79, FY13 Budget Amendment #18, Amending Fund 55: Establishing Budget for Above Mentioned Grant.

Executive Summary

On 11 June 2012 City Council authorized the submission of an application to the US Department of Justice for the 2012 BJA Bulletproof Vest Partnership Grant in the amount of \$4,198.50 via Resolution 12-14. This grant is an annual submission that funds a reimbursement to the City of Henderson for 50% of the purchase price and shipping on individual law enforcement ballistic vests purchased for Henderson Police Officers. This years' allocation for available reimbursements is \$4,198.50. Notice has been received of grant award in the amount requested; therefore, it is appropriate for Council to accept the grant by approving Resolution 12-A-14.

Enclosures:

1. Resolution 12-A-14
2. Ordinance 12-79
3. Resolution 12-14

RESOLUTION 12-A-14

A RESOLUTION ACCEPTING THE 2012 BJA BULLETPROOF VEST PROGRAM GRANT FOR THE CITY OF HENDERSON POLICE DEPARTMENT

WHEREAS, the Henderson City Council (Council) identified eight Key Strategic Objectives (KSO) at its 2012 Strategic Planning Retreat; *and*

WHEREAS, two of the Key Strategic Objectives are addressed by this request as follows: **KSO 2: To Reduce Crime and Provide for a Safe Community**; and **KSO 8: To Provide Sufficient Funds for Municipal Operations and Capital Outlay Necessary to Meet the Needs of Citizens, Customers and Mandates of Regulatory Authorities**; *and*

WHEREAS, the Council authorized the submission of a grant application for 2012 BJA Bulletproof Vest Partnership funding that would reimburse the City of Henderson for 50% of the total purchase price and shipping of new law enforcement ballistic vests via *Resolution 12-14* at the Council's 11 June 2012 meeting, said grant application being in the amount of \$4,198.50; *and*

WHEREAS, the City has received notice of grant award in the amount of \$4,198.50, (see **Attachment A** to this Resolution) said grant funds to be requested for reimbursement to the City as noted in the preceding paragraph and it is now appropriate to accept the grant.

NOW, THEREFORE BE IT RESOLVED BY THE HENDERSON CITY COUNCIL THAT it does hereby accept the 2012 BJA Bulletproof Vest Partnership Grant in the amount of \$4,198.50, and said funds to be requested in accordance with grant requirements for the purchase of law enforcement ballistic vests; *and*

BE IT FURTHER RESOLVED THAT the Mayor and City Manager are authorized to sign all documents necessary to accept and execute grant with the US Department of Justice.

The foregoing Resolution 12-A-14, was presented for consideration on _____ 2012, and upon a motion by Council Member _____ and seconded by Council Member _____ was _____ by the following vote: YES: NO: ABSTAIN: . ABSENT: .

James D. O'Geary, Mayor

ATTEST:

Esther J. McCrackin, City Clerk

Approved as to Legal Form:

John H. Zollicoffer, Jr., City Attorney
*Reference: Minute Book 42, p. ***.*

1. Registration

- 1.1 Agency Information
- 1.2 Agency Contacts

2. Application

- 2.1 Application Profile
- 2.2 Manage Application
- 2.3 Review Application
- 2.4 Submit Application

3. Receipts

- 3.1 Manage Receipts
- 3.2 Review LEA Receipts
- 3.3 Receipt History

4. Payment

- 4.1 Bank Information
- 4.2 Print Bank Form
- 4.3 Request Payment
- 4.4 Payment History

5. Status

- 5.1 Current Status
- 5.2 LEA Status
- 5.3 Application History

6. Personal Information

- 6.1 User Profile
- 6.2 Change Password

Section Status > Current Status > Jurisdiction Current Status

HENDERSON CITY, NC

This "Status" page shows any pending actions that must be completed prior to program deadlines. It also provides you with payment(s) status for tracking your requests for approved funds.

- Red X's indicate your attention is needed in order to complete a task for action.

Current Activity Status		View Details
Application	Approved by BVP	
Payments	Request \$2,703.00 on November 21, 2011 from Regular Fund	Invoice Created, But Payment Not Processed
Available Funds	\$4,198.50 available for additional requests.	View Details

Balance Summary	
Total Amount Awarded	\$31,234.85
Total Payments Made	\$20,695.74
Payments on Hold	\$2,703.00
Total Unpaid Requests to Date	\$2,703.00
Amount Available for Additional Requests	\$4,198.50

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(Toll 1-801-593-4992)

CAF 12-A-67: 5 November 2012 Special Called Meeting
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O R D I N A N C E 12-79

AN AMENDMENT TO THE GRANTS FUND: 55; 2012 BJA BULLETPROOF VESTS PROJECT FY 12-13 BUDGET AMENDMENT #18

WHEREAS, the City Council of the City of Henderson (Council), on 14 June 2012, adopted its FY 12-13 Operating and Capital Budget; *and*

WHEREAS, on 29 May 2012, the Council authorized application for a BJA Bulletproof Vests grant via Resolution 12-14; *and*

WHEREAS, BJA has awarded a grant to the City for bulletproof vests in the amount of \$4,198.50, said grant to reimburse the City \$0.50 for every \$1.00 spent on purchasing bulletproof vest provided; however, said reimbursable expenditures to not exceed \$4,198.50; *and*

WHEREAS, it is necessary to establish the grant project budget in order to draw down funds for the stated purpose.

NOW THEREFORE BE IT ORDAINED by the City Council of The City of Henderson, that the following Budget Ordinance Amendment be approved and said Ordinance shall be effective immediately upon approval of the City Council:

FUND: 55: Grants Fund			Ordinance 12-79 FY12-13 Budget Amendment # 18 Establishing the Grant Budget			
55: Grants Fund Revenues			Approved 1 Jul 12	Current Budget	Amendment	Revised
Department	Line Item	Code				
BJA Grant Bullet Proof Vests 2012	BJA Grant	55-203-458-218	\$ -	\$ -	\$ 4,199	\$ 4,199
			\$ -	\$ -	\$ -	\$ -
		Total	\$ -	\$ -	\$ 4,199	\$ 4,199
					\$ -	\$ 4,199
55: Grants Fund Expenditures			Approved 1 Jul 12	Current Budget	Amendment	Revised
Department	Line Item	Code				
BJA Grant Bullet Proof Vests 2012	Bulletproof Vests	55-203-503-605	\$ -	\$ -	\$ 4,199	\$ 4,199
			\$ -	\$ -	\$ -	\$ -
		Total	\$ -	\$ -	\$ 4,199	\$ 4,199
					\$ -	\$ 4,199
		Variance			\$ -	
Reference:			Notes:			
CAF 12-67 and Resolution 12-14 on 11 June 2012			Authorized submitting the grant application.			
CAF 12-A-67 and Resolution 12-A-14 and Ordinance 12-79			Accepting the grant via Resolution and establishing project budget via Ordinance 12-79. BJA will reimburse the City \$0.50 of every \$1 spent on bulletproof vests, up to \$4,198.50. The City will use Asset Forfeiture funds, approved during FY12-13 Budget Adoption process, to provide for the other half of the grant costs.			

The foregoing Ordinance 12-79, upon motion of Council Member *** and second by Council Member ***, and having been submitted to a roll call vote and received the following votes and was *** on this the 5th day of November 2012: YES:. NO:. ABSTAIN:. ABSENT: .

James D. O'Geary, Mayor

ATTEST:

Esther J. McCrackin, City Clerk

Reference: Minute Book 42 p. _____ ; CAF 12-A-67; Resolution 12-A-14

**STATE OF NORTH CAROLINA
CITY OF HENDERSON**

I, Esther J. McCrackin, the duly appointed, qualified City Clerk of the City of Henderson, do hereby certify the attached is a true and exact copy of Ordinance 12-79 adopted by the Henderson, City Council in Regular Session on **** (*Minute Book 42 p. ****). This Ordinance is recorded in *Ordinance Book 8*, p. ****.

Witness my hand and corporate seal of the City, this ** day of *** 2012.

Esther J. McCrackin
City Clerk
City of Henderson, North Carolina

Reviewed by: _____ Date: _____
Katherine C. Brafford, Finance Director

Reviewed by: _____ Date: _____
A. Ray Griffin, Jr., City Manager

RESOLUTION 12-14

A RESOLUTION AUTHORIZING THE SUBMISSION OF AN APPLICATION TO THE BUREAU OF JUSTICE ASSISTANCE FOR THE FY11 BULLETPROOF VEST GRANT PROGRAM FOR THE POLICE DEPARTMENT

WHEREAS, the Henderson City Council identified eight Key Strategic Objectives (KSO) at its 2010 Strategic Planning Retreat; *and*

WHEREAS, two of the Key Strategic Objectives are addressed by this request as follows: *KSO 2: To Reduce Crime and Provide for a Safe Community*, and *KSO 8: To Provide Sufficient Funds for Municipal Operations and Capital Outlay Necessary to Meet the Needs of Citizens, Customers and Mandates of Regulatory Authorities*; *and*

WHEREAS, the grant application is seeking \$4,198.50 in federal funds to provide for 50% reimbursement of all expenditures for the purchase of law enforcement body armor and body armor carriers.

NOW, THEREFORE BE IT RESOLVED BY THE HENDERSON CITY COUNCIL THAT IT DOES HEREBY APPROVE the City Manager to file the grant application to Bureau of Justice Assistance Office as outlined above.

The foregoing Resolution, introduced by Council Member Rainey and seconded by Council Member Coffey on this the 11th day of June 2012 and having been Submitted to a roll call vote, was APPROVED by the following votes: YES: Daye, Kearney, Coffey, Rainey, Peace-Jenkins and Daeke. NO: None. ABSTAIN: None. ABSENT: Davis and Inscoc.

James D. O'Geary, Mayor

ATTEST:

Esther McCrackin, City Clerk

Approved to Legal Form:

John H. Zollicoffer, Jr., City Attorney

Reference: Minute Book 42, p 481; CAF 12-67

City Council Action Form

Office of City Manager
P. O. Box 1434
Henderson, NC 27536
252.430.5701



Agenda Item: _____

Council Meeting: 5 Nov 12 Special Called Mtg.

1 November 2012

TO: The Honorable Mayor James D. O'Geary and Members of City Council

FR: A. Ray Griffin, Jr., City Manager

RE: **CAF: 12-76**
Consideration of Approval of Flint Hill CDBG Catalyst Grant Application Concept

Ladies and Gentlemen:

Council Retreat Goals Addressed By This Item:

- KSO 4- To Improve Condition of the Housing Stock

Recommendation:

Approval of the concept for the Flint Hill CDBG Catalyst Grant application and authorize the Kerr-Tar Regional Council of Governments planning staff and City planning staff to prepare said application.

Executive Summary:

On 15 October 2012, a Public Hearing was held to present information to the Citizens of Henderson and the City Council regarding the 2012 Community Development Block Grant Catalyst Program. This comprehensive program allows various grant activities including housing activities, community revitalization, special project public facilities and public service. At that time, the plan was to use these funds to develop projects and improvements in the Embassy/Orange/Breckenridge corridors as well as other projects in the core downtown area.

After hearing comments from the citizens, it was determined by Council that more planning and research was needed, as well as citizen input before any decisions should be made. It was generally agreed a key focus area should be the Flint Hill community. Subsequently, a work shop was conducted on 29 October 2012 by the Kerr-Tar Regional Council of Governments and the City of Henderson's Planning Department in order to receive more citizen input and hear their concerns.

Citizens present at the public meeting articulated concerns for and identified projects they felt would be important, including: transient housing, housing renovation and rental assistance, demolition of abandoned structures, affordable housing construction, storm drainage, homeless shelter, street improvements, clean up the creek, clean up vacant lots and crack down on bad landlords.

Based on these comments and concerns, staff developed a concept for the Flint Hill community that would address demolition of substandard, abandoned structures, revitalization of some homes, address

infrastructure and recreation needs and work to develop neighborhood capacity to strengthen pride and ownership within the community.

The concept is to set forth a three-year grant cycle plan that would accomplish these goals. Even with three grant cycles, there will be insufficient funds to address all of the needs and issues within the community; however, it will provide a good start and with the capacity building efforts, it is hoped third party partnerships can be established to further address needs and issues.

Generally speaking, the grant concept would be staged as follows:

- Year 1: Demolition of abandoned structures; housing renovation; neighborhood capacity building, etc.
- Year 2: New housing construction, infrastructure upgrades, housing renovation
- Year 3: Infrastructure upgrades, housing renovation, parks and recreation upgrades

If Council approves this direction in the grant application, a Public Hearing will be held on the fourth Monday of November during the regular Council Meeting. Subsequent to the public hearing, Council will be asked to approve a Resolution approving submission of the grant. The grant submission deadline is the end of November.

Enclosures:

1. 29 October 2012 Work Shop Minutes
2. North Carolina Catalyst Program Highlights
3. Citizen Concerns/Choices for Project Fund
4. Flint Hill Area Abandoned Structure List
5. Map of Flint Hill Area



Minutes

Monday 29 October 2012, 6:00 P.M.

**R. G. (Chick) Young, Jr. Council Chambers, Municipal Building
134 Rose Avenue
Henderson, North Carolina**

I. CALL TO ORDER Erris Dunston, Planning and Community Development Director

II. WELCOME

Erris Dunston welcomed all the citizens to the meeting and explained this was a meeting to gather ideas from the community regarding an upcoming Community Development Block Grant Catalyst application for the 2012 funding cycle.

City Manager Ray Griffin explained the absence to Mayor James D. O'Geary and Councilwoman Brenda Peace-Jenkins.

III. PURPOSE/DESCRIPTION OF THE GRANT

Rick Seekins from Kerr Tar Regional Council of Government explained the different activities of catalyst grants including housing, community revitalization, public facilities and public service.

IV. COMMUNITY RESPONSE

There were questions from citizens:

Elissa Yount: Asked about the median income, whether these funds could be used to resolve existing drainage problems, and did the city have a plan for community development?

Eugene Burton: Asked could these fund fix the existing street problem in the Flint Hill neighborhood and could this grant help with the problem of abandon weeded lots.

Kenneth Judkins: Expressed concerns about the idea of tearing down houses, he explained his option regarding rebuilding the Flint Hill neighborhood.

Deryl Von Williams: Expressed concerns about people not having jobs therefore not being able to afford to buy homes. She was also concerned about grant projects being administered to ensure fairness for all citizens.

Joel Rice: Expressed concerns about this problem of homelessness

Mike Ciriello from Kerr-Tar Regional Council of Government led a group activity in which the Citizens were asked of the listed activity options, which two would, they select. They majority of the selections were housing revitalization and transitional housing. There was a second part of this activity in which each citizen was given \$500,000 in fake money, they were asked to write on each \$100,000 bill, which grant

activity they buy with the money. The COG Staff will analyze the citizen's responses.

V. NEXT STEPS

There will be a City Council meeting scheduled for early next week so they Council will be able to ask on information gathered at this meeting.

VI. ADJOURNMENT



Timothy M. Baynes
Executive Director

**Member
Governments**

COUNTIES

Franklin
Granville
Person
Vance
Warren

MUNICIPALITIES

Bunn
Bulmer
Creedmoor
Franklinton
Henderson
Kittrell
Louisburg
Macon
Middleburg
Norlina
Oxford
Roxboro
Stem
Stovall
Warrenton
Youngsville

North Carolina Catalyst program

A part of the 2012 Community Development Block Grant (CDBG) Program

Program Categories of the Catalyst program include:

- Housing Activities
- Community Revitalization
- Special Projects Public Facilities
- Public Service (according to Section 105 (a)(8) of the Housing & Community Development Act)

Within each of those Program Activities can include:

Housing:

This can include rehabilitation, acquisition, clearance, relocation, substantial rehabilitation, replacement housing, or emergency repairs.

Housing development projects may focus on single family or multi-unit development and can be single location or scattered locations. All must meet LMI requirements.

This option focuses on the infrastructure support for the development, however, the construction of the housing itself must come from another source and can be used as part of the match for the grant. Infrastructure may include:

- Water and sewer lines,
- Water and sewer line hook-ups,
- Parks and/or playgrounds,
- Streets, curbs and gutters,
- Flood and drainage, or
- Sidewalks/pedestrian improvements

Additional Special Needs Housing projects may be included, with 100% LMI service. It includes basically the same set of services listed above (acquisition, disposition, clearance and remediation, or relocation).

Planning and Development for a Better Region K

PO Box 709 • 1724 Graham Avenue • Henderson, NC 27536 • Phone (252) 436-2040 • Toll Free (866) 506-6223 • Fax (252) 436-2055

Community Revitalization:

At least two needs of an area must be met. One of those needs must be housing (using similar definitions and activities as outlined above) and the other need must be one of the following:

- Streets,
- Sidewalks/pedestrian ways,
- Curbs and gutters,
- Parks and/or playgrounds,
- Greenways,
- Water and sewer lines,
- Flood and drainage improvements, or
- Trees

All activities in this category must meet 100% LMI persons or meet the public housing national objective, and require a Redevelopment Plan be submitted.

Housing activities must be provided real property that is owned and occupied prior to selection of the property for service. The development of selection committees, screening for income and all of the other prior requirements for prior CDBG housing projects seem to be continued under this category.

Special Project Public Facilities

These are buildings and improvements that are publicly owned or traditionally provided by a government or a non-profit agency, providing that the buildings are open to the public. They may include the following:

- Shelters for the abused or homeless,
- Transitional facilities for the abused or homeless,
- Senior and/or community, neighborhood, or recreational center

Facility must serve at least 51% LMI.

Activities for those facilities may include the following:

- Acquisition, construction, reconstruction, rehabilitation or installation of facilities or improvements,
- Removal of material and architectural barriers that restrict mobility and access,
- Include energy efficiency upgrades,
- Include design features that enhance the quality of facilities,
- Improvements such as parks, playgrounds, and greenways, and

- Facilities for special needs populations are not subject to new housing construction or other rules, and include:
 - Homeless shelters, convalescent homes, hospitals, nursing homes, battered spouse shelters, halfway houses for runaways, drug abusers or parolees, group homes for mentally retarded people or shelter for disaster victims.

Public Service:

- Foreclosure Prevention Programs
- Individual Development Accounts (IDAs) - Two components including:
 - Housing Services – A wide range of homeowner education and counseling services to assist homebuyers in owning and maintaining a home, and
 - Down Payment saving and accrual assistance

This program requires involvement of other programs to assist with support for identification and selection and preparation of homebuyers, as well as matching amount saved for down payment and financial institutions that can provide Technical Assistance to program.

List of choices from 10/29/12 Community Meeting

People spent their Catalyst bucks on the following:

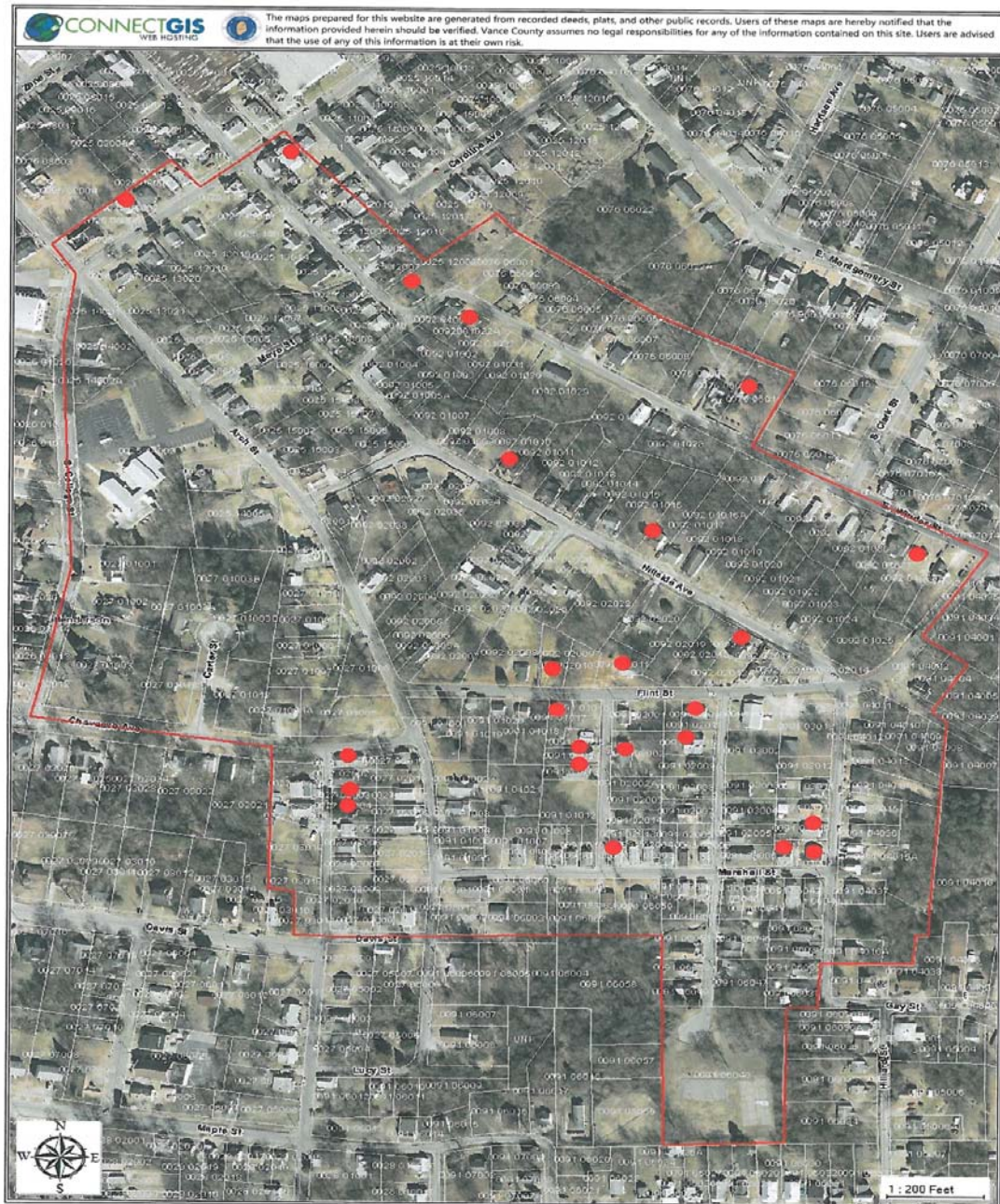
Emergency Assistance funds	1
Safe, affordable housing	2
Drainage	1
Homeless Shelter	3
Business Support	2
Demolition	2
Recreation/Community Center	8
Housing Rehabilitation	9
w/ rental assistance	2
Transitional Housing	8
For homeless children	1

Other needs expressed on comments page included:

- Transitional housing for homeless children wanting school
- Storm drainage
- Abandoned lots clean-up
- Fix pot-holes
- Affordable housing for homeless
- Transitional Housing
- Demolition
- Recreation Center
- Clean and maintain lots
- Clean up drug use
- Crack down on bad landlords
- Need poll of Flint Hill Residents

FLINT HILL COG

ABANDONED STRUCTURES	PARCEL	OWNER NAME & ADDRESS	STATUS
1. 413 BRICK STREET	0091 02002	FAITH HOPE LOVE DEVINE WORD OUTREACH MINISTRY P.O. BOX 5602 CARY, NC 27512	ABANDONED
2. 414 BRICK STREET	0091 01014	ALLIE M. HARRIS / 442 NOVELL ST. HENDERSON, NC 27536	ABANDONED
3. 418 BRICK STREET	0091 01013	RUTH HARRIS GILLMAN & SARA H. PETTFORD ESTATE 25 WEST 132 ST. APT 15C / NEW YORK, NY 10037	ABANDONED
4. 326 BOOTH STREET	0091 03009	MARION SHEARIN / 4017 VALLEYSIDE DRIVE / RICHMOND, VA 23223	ABANDONED
5. 701 CHAMPION STREET	0027 02001	MARY L. HARRIS HEIRS / DENISE FLIPPEIN 701 CHAMPION ST. / HENDERSON, NC 27536	ABANDONED
6. 711 CHAMPION STREET	0027 02003	QUALITY CORNER CORP. / WESTER REALTY P. O. BOX 769 / HENDERSON, NC 27536	ABANDONED
7. 713 CHAMPION STREET	0027 02004	QUALITY CORNER CORP. / WESTER REALTY P. O. BOX 769 / HENDERSON, NC 27536	ABANDONED
8. 309 COLLEGE STREET	0025 12022	VANCE COUNTY	ABANDONED
9. 426 COLLEGE STREET	0025 08007	MRS. CHARLIE VASS / 233 YOUNG AVE. / HENDERSON, NC 27536	ABANDONED
10. 632 FLINT STREET	0091 01017	CHRISTINE HAWKINS HEIRS / HENRY HAWKINS 1953 KINGSBERRY RD. / ROCKY MOUNT, NC 27801	ABANDONED
11. 633 FLINT STREET	0092 02009	KEN HILL / 425 CROSS ST / HENDERSON, NC 27536	ABANDONED
12. 640 FLINT STREET	0091 02010	VOLANDA FEINMASTER / PO BOX 1737 / HENDERSON, NC 27536	ABANDONED
13. 701 FLINT STREET	0092 02011	EVA MASSENBRUG / 712 ANDREWS AVE. / HENDERSON, NC 27536	ABANDONED
14. 617 HILLSIDE AVENUE	0092 01010	KEVIN A. DAVIS / 722 SALSIBURY RD. / WINSTON SALEM, NC 27127	ABANDONED
15. 711 HILLSIDE AVENUE	0092 01016A	STONECREST INCOME & OPP FUND 4300 STEVENS CRK BLVD STE 275 / SAN JOSE, CA 95129	ABANDONED
16. 742 HILLSIDE AVENUE	0092 02012	GREATER LITTLE ZION CHURCH 804 FLINT ST / HENDERSON, NC 27536	ABANDONED
17. 637 MARSHALL STREET	0091 02003	ROWLAND G. TURNER JR. 4712-D COUNTRY CLUB DRIVE / WINSTON SALEM, NC 27104	ABANDONED
18. 707 MARSHALL STREET	0091 03007	ROBERTA GRUDUP HEIRS/ 611 GRANVILLE ST. / OXFORD, NC 27565	ABANDONED READY FOR DEMO
19. 710 MARSHALL STREET	0091 03008	AMERICAN FINANCIAL SERVICES	ABANDONED READY FOR DEMO
20. 412 OWENS STREET	0091 02005	CHRISTOPHER ORLANDO LEWIS & RACHELLE JUDKINS 1431 WALTER GRISSOM RD / KITTELL, NC 27544-9140	ABANDONED
21. 447 WINDER STREET	0025 12008	JOHN P. ALLEN / PO BOX 13231 / JERSEY CITY, NJ	ABANDONED READY FOR DEMO
22. 508 WINDER STREET	0092 01032A	USA B. WIGGINS / 4011 UTAH AVE. / BRENTWOOD, MD 20722	ABANDONED
23. 615 WINDER STREET	0076 06010	TESSIE M. VAUGHAN / 323 HAMILTON ST. / HENDERSON, NC 27536	ABANDONED
24. 722 WINDER STREET	0092 01038	LATIAN T. BENNIS / 716 DANIEL ST. / HENDERSON, NC 27536	ABANDONED



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OCT 23 2012
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Office of City Manager
P. O. Box 1434
Henderson, NC 27536
252.430.5701



Agenda Item: _____

Council Meeting: 5 Nov. 12 Special Called Mtg.

31 October 2012

TO: The Honorable Mayor James D. O'Geary and Members of City Council

FR: A. Ray Griffin, Jr., City Manager

RE: **CAF: 12-B-36**

Consideration of Approval of 1) Resolution 12-92, Approving an Engineering Contract with McGill Associates to Perform Engineering Services Related to Improvements of the Sandy Creek Pump Station; and 2) Ordinance 12-78, FY13 Budget Amendment #17 Amending the CIP Sewer Fund Relative to the Engineering Services for the Sandy Creek Pump Station Improvements Project.

Ladies and Gentlemen:

Council Retreat Goals Addressed By This Item:

- KSO 5: Provide Reliable, Dependable and Environmentally Compliant Infrastructure Systems.
- KSO 8: Provide Sufficient Funds for Municipal Operations and Capital Outlay Necessary to Meet the Needs of Citizens, Customers and Mandates of Regulatory Authorities.

Recommendation:

- Approval of Resolution 12-92, Approving an Engineering Contract with McGill Associates to Perform Engineering Services Related to Improvements of the Sandy Creek Pump Station.
- Approval of Ordinance 12-78, FY13 Budget Amendment #17 Amending the CIP Sewer Fund Relative to the Engineering Services for the Sandy Creek Pump Station Improvements Project.

Executive Summary

City Council approved, via Resolution 12-18, the application for a State Revolving Fund Grant/Loan at the 27 February 2012 Council meeting for the Sandy Creek Pump Station Improvements.

On 3 April 2012, The City received notification from the Infrastructure Finance Section (IFS), (formerly the Construction Grants and Loan Section), that the City's application had been

CAF 12-B-36: 5 November 2012 Special Called Meeting

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reviewed and the Sandy Creek Pump Station Improvements Project found eligible to receive a low interest CWSRF loan in the amount of \$1,800,000, of which \$900,000 is in the form of principal forgiveness, with the balance at the prevailing CWSRF interest rate at the time of approval by the Local Government Commission (LGC). The Grant/Loan was accepted by the City via Resolution 12-A-18 on 29 May 2012. The preliminary engineering report was approved by the State on 5 October 2012 and the next step in the process is to proceed with the plans and specifications which have to be submitted by 3 June 2013, as indicated in the schedule below.

In order to proceed with this project, the City must meet the deadlines as outlined in the chart below:

<u>Milestone</u>	<u>Deadline</u>
Engineering Report Submittal	2 July 2012
Engineering Report Approval	3 December 2012
Plans and Specifications Submittal	3 June 2013
Plans and Specifications/Permit Approval	3 September 2013
Advertise Project, Receive Bids, Submit Bid Information and Receive IFS' Authority to Award	2 December 2013
Execute Construction Contract(s)	2 January 2014

This project is needed for several reasons. It has been determined that there is under performance of the pump station due to slippage between the magnetic drive and pump shafts and due to the age of the facility components, many of the parts have to be custom built. With the performance of the pumps, the lower discharge velocity within the force main may cause solids to build up within the main, thus providing a lower flow capacity within the main. As a result, there is a potential for more sewer overflows and overloading of the station during wet weather.

Funding for the Preliminary Engineering work, which includes Planning, Design, Permitting, Bidding and Award and Construction Administration and Inspection, will be reimbursed from proceeds of the Grant/Loan. At the time of this writing, the cost for these services are under review and negotiation with a final fee to be forthcoming.

Including the closing fees, the total estimated cost of this project is \$1,836,000.

Enclosures:

1. Resolution 12-92
2. Ordinance 12-78

RESOLUTION 12-92

A RESOLUTION OF THE HENDERSON CITY COUNCIL APPROVING THE CONTRACT WITH MCGILL ASSOCIATES TO PERFORM THE ENGINEERING SERVICES RELATIVE TO IMPROVEMENTS AT THE SANDY CREEK PUMP STATION

WHEREAS, the Henderson City Council identified eight Key Strategic Objectives (KSO) at its 2012 Strategic Planning Retreat, *and*

WHEREAS, two of the Key Strategic Objectives are addressed by this Resolution as follows: KSO 5: To Provide Reliable, Dependable and Environmental Compliant Infrastructure Systems and KSO 8: To Provide Sufficient Funds for Municipal Operations and Capital Outlay Necessary to Meet the Needs of Citizens, Customers and Mandates of Regulatory Authorities; *and*

WHEREAS, the Federal Clean Water Act Amendments of 1987 and the North Carolina Water Infrastructure Act of 2005 (NCGS 159G) have authorized the making of loans and grants to aid eligible units of government in financing the cost of construction or replacement of wastewater collection systems, *and*

WHEREAS, the City of Henderson Council approved an application for aforementioned loan for the Sandy Creek Pump Station Improvement Project at the 27 February 12 Council Meeting, *and*

WHEREAS, the City of Henderson received notification on 3 April 2012 from NCDENR Infrastructure Finance Section that the Sandy Creek Pump Station Improvement project is eligible to receive a CWSRF loan in the amount of \$1,800,000 with \$900,000 being in the form of principal forgiveness; *and*

WHEREAS, the City was required to submit a Preliminary Engineering Report to the State and it was approved by the State on 5 October 2012; *and*

WHEREAS, McGill Associates is familiar with this project, as they are completing the design for the Henderson Water Reclamation Facility improvements and completed the Preliminary Engineering Report.

NOW THEREFORE BE IT RESOLVED, by the City Council of the City of Henderson, North Carolina that it does hereby Approve the execution of the contract with McGill Associates and authorizes the Mayor and/or City Manager to sign all documents necessary to execute the contract with McGill Associates, being more fully Articulated in **Attachment A** to this Resolution, to perform the Engineering Services relative to this project.

The foregoing Resolution 12-92, upon motion of Council Member _____ and seconded by Council Member _____, and having been submitted to a roll call vote received the following votes and was _____ on this the *** day of _____2012:
YES: . NO: . ABSTAIN: . ABSENT: .

James D. O'Geary, Mayor

ATTEST:

Esther J. McCrackin, City Clerk

Approved to Legal Form:

John H. Zollicoffer, Jr., City Attorney

Reference Minute Book 42, pp

ORDINANCE 12-78

AN AMENDMENT TO THE CAPITAL IMPROVEMENTS PLAN SEWER FUND: 44; SANDY CREEK PUMP STATION PROJECT AND THE CAPITAL RESERVE UTILITIES FUND: 70 FY 12-13 BUDGET AMENDMENT #17

WHEREAS, the City Council of the City of Henderson (Council), on 14 June 2012, adopted its FY 12-13 Operating and Capital Budget; *and*

WHEREAS, on 29 May 2012, the Council established the Sandy Creek Pump Station Capital Project via Ordinance 12-37; *and*

WHEREAS, the State of North Carolina has approved a combination low interest loan and principal forgiveness financing package for the Sandy Creek Pump Station Capital Project; *and*

WHEREAS, it is necessary to amend the various revenue and expense accounts of the annual operating and capital reserve budgets from time-to-time.

NOW THEREFORE BE IT ORDAINED by the City Council of The City of Henderson, that the following Budget Ordinance Amendment be approved and said Ordinance shall be effective immediately upon approval of the City Council:

			Ordinance 12-78			
FUNDS: 44: CIP Sewer Fund & 70: Capital Reserve Utilities Fund			FY12-13 Budget Amendment # 17			
44 CIP Sewer Fund Revenues			Approved	Current Budget	Amendment	Revised
<i>Department</i>	<i>Line Item</i>	<i>Code</i>				
Sandy Creek Pump Station Project	Transfer from 70 CR Utilities	44-857-461-070	\$ 16,200	\$ 16,200	\$ 36,000	\$ 52,200
Sandy Creek Pump Station Project	State Revolving Loan	44-857-458-221	\$ -	\$ -	\$ 900,000	\$ 900,000
Sandy Creek Pump Station Project	State RFL Grant	44-857-458-222	\$ -	\$ -	\$ 900,000	\$ 900,000
Total			\$ 16,200	\$ 16,200	\$ 1,836,000	\$ 1,852,200
						\$ 1,852,200
44 CIP Sewer Fund Expenditures			Approved	Current Budget	Amendment	Revised
<i>Department</i>	<i>Line Item</i>	<i>Code</i>				
Sandy Creek Pump Station Project	Legal/Admin	44-857-510-200	\$ 500	\$ 500	\$ -	\$ 500
Sandy Creek Pump Station Project	Preliminary Engineering	44-857-510-296	\$ 15,700	\$ 15,700	\$ -	\$ 15,700
Sandy Creek Pump Station Project	Construction	44-857-510-400	\$ -	\$ -	\$ 1,432,000	\$ 1,432,000
Sandy Creek Pump Station Project	Contingency	44-857-509-900	\$ -	\$ -	\$ 143,000	\$ 143,000
Sandy Creek Pump Station Project	Engineering Planning & Design	44-857-510-301	\$ -	\$ -	\$ 116,000	\$ 116,000
Sandy Creek Pump Station Project	Construction Admin/Observation	44-857-510-800	\$ -	\$ -	\$ 87,000	\$ 87,000
Sandy Creek Pump Station Project	Geotech/Materials Testing	44-857-510-305	\$ -	\$ -	\$ 22,000	\$ 22,000
Sandy Creek Pump Station Project	2% SRF Closing Fee	44-857-567-000	\$ -	\$ -	\$ 36,000	\$ 36,000
			\$ -	\$ -	\$ -	\$ -
			\$ -	\$ -	\$ -	\$ -
Total			\$ 16,200	\$ 16,200	\$ 1,836,000	\$ 1,852,200
						\$ 1,852,200
Variance					\$ -	
70: Capital Reserve Utilities Revenues			Approved 1 Jul 12	Current Budget	Amendment	Revised
<i>Line Item</i>	<i>Code</i>					
			\$ -	\$ -	\$ -	\$ -
			\$ -	\$ -	\$ -	\$ -
Total			\$ -	\$ -	\$ -	\$ -
						\$ -
70: Capital Reserve Utilities Expenditures			Approved 1 July 12	Current Budget	Amendment	Revised
<i>Department</i>	<i>Line Item</i>	<i>Code</i>				
Sewer Capital Reserve Unspecified	Reserve	70-851-509-850	\$ 77,800	\$ 77,800	\$ (36,000)	\$ 41,800
Sewer Capital Reserve Unspecified	Transfer to 44: CIP Sewer Fund	70-851-571-044	\$ -	\$ -	\$ 36,000	\$ 36,000
Total			\$ 77,800	\$ 77,800	\$ -	\$ 77,800
						\$ 77,800
Variance					\$ -	
Reference:		Notes:				
CAF 12-36 and Resolution 12-18 on 27 February 2012		These instruments authorized submission of the grant application to the State.				
CAF 12-A-36; Resolution 12-A-18; and Ordinance 12-37, FY11-12 Bud Amendment 46, approved on 29 May 2012		Resolution 12-A-18 Accepted the grant/loan from the State and Ord 12-37 established this capital project.				
CAF 12-B-36; Ordinance 12-78, FY12-13 Budget Amendment 17 ; and Resolution 12-92 on 5 Nov 2012, initial presentation, and consideration for approval at 29 Nov 12 meeting.		This amendment has the effect of budgeting the State Revolving Loan and Principal Forgiveness financing in order for the project to move forward with engineering. Resolution 12-92 provides for award of engineering contract to McGill Associates				

The foregoing Ordinance 12-78, upon motion of Council Member *** and second by Council Member ***, and having been submitted to a roll call vote and received the following votes and was *** on this the 26th day of November 2012: YES:. NO:. ABSTAIN:. ABSENT: .

James D. O'Geary, Mayor

ATTEST:

Esther J. McCrackin, City Clerk

Reference: Minute Book 42 p. ; CAF 12-B-36

**STATE OF NORTH CAROLINA
CITY OF HENDERSON**

I, Esther J. McCrackin, the duly appointed, qualified City Clerk of the City of Henderson, do hereby certify the attached is a true and exact copy of Ordinance 12-78 adopted by the Henderson, City Council in Regular Session on ***** (*Minute Book 42 p.****). This Ordinance is recorded in *Ordinance Book 8*, p. ***.

Witness my hand and corporate seal of the City, this ** day of *** 2012.

Esther J. McCrackin
City Clerk
City of Henderson, North Carolina

Reviewed by: _____ Date: _____
Katherine C. Brafford, Finance Director

Reviewed by: _____ Date: _____
A. Ray Griffin, Jr., City Manager

City Council Memo

Office of City Manager
P. O. Box 1434
Henderson, NC 27536
252.430.5701



Agenda Item: _____

Council Meeting: 5 Nov 12 Special Called Mtg.

1 November 2012

TO: The Honorable Mayor James D. O'Geary and Members of City Council

FR: A. Ray Griffin, Jr., City Manager

RE: **Declaration of Surplus Property.**

Ladies and Gentlemen:

Pursuant to Resolution 9-10, property identified in the attached memo dated 1 November 2012 from Fiscal Compliance Officer Edna Vaught is declared surplus and will be auctioned on GovDeals. No action is required of Council; however, it is felt appropriate to advise Council of said declaration and to offer an opportunity for questions and/or objections to the proposed sale.

Memo

To: Ray Griffin, Henderson City Manager
From: Edna Vaught, Fiscal Compliance Officer
CC: Frank Frazier, Henderson Assistant City Manager
Kathy Brafford, Finance Director
Date: 11/1/2012
Re: Equipment to be Declared Surplus

Mr. Griffin,

Within this memo is a listing of equipment that is no longer in use in the various departments. In accordance with the policy as approved by the City Council, I am asking that the listed items be reviewed and sign off on as surplus. Listed items will then be advertised on the GovDeals website in order to liquidate said items. All proceeds are to be collected and appropriately placed as revenue by the Finance Director.

Thank you for your time and assistance.

Respectfully,


Edna Vaught

Police Department
Travel Star Slide Camper
VIN # - 1SABS02R561CK6825
There was no City Asset Number on the camper.

In accordance with the policy as approved by the City Council, I do hereby declare the above property surplus and available to be liquidated.

Ray Griffin, Henderson City Manager