



AGENDA

Henderson City Council Regular Meeting

Monday, 11 February 2013, 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, Jr.
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. INVOCATION AND PLEDGE OF ALLEGIANCE

IV. OPENING REMARKS

In order to provide for the highest standards of ethical behavior and Transparency in Governance as well as provide for good and open government, the City Council has approved Core Values regarding Ethical Behavior¹ and Transparency in Governance². The Mayor now inquires as to whether any Council Member knows of any conflict of interest, or appearance of conflict, with respect to matters before the City Council. If any Council Members knows of a conflict of interest, or appearance of conflict, please state so at this time.

¹ **Core Value 4: Ethical Behavior:** We value the public trust and will perform our duties and responsibilities with the highest levels of integrity, honesty, trustworthiness and professionalism.

² **Core Value 10: Transparency in Governance:** We value transparency in the governance and operations of the City.

V. ADJUSTMENTS TO AND/OR APPROVAL OF THE AGENDA

VI. APPROVAL OF MINUTES

- a)** 23 January Strategic Planning Retreat *[See Notebook Tab 1]*
- b)** 28 January Short Regular Meeting
- c)** 28 January Work Session

VII. PUBLIC COMMENT ON AGENDA ITEMS

Citizens may only speak on Agenda items at this time. Citizens wishing to address the Council must sign-in on a form provided by the City Clerk prior to the beginning of the meeting. The sign-in form is located on the podium. When recognized by the Mayor, come forward to the podium, state your name, address and if you are a city resident, and identify the Agenda Item about which you wish to speak on the sign-up sheet. Please review the Citizen Comment Guidelines that are provided on the last page of this Agenda.³

VIII. NEW BUSINESS

- a)** Consideration of Approval of 1) Resolution 13-05, Ratifying and Approving an Application to the North Carolina Governor's Crime Commission in the Amount of \$54,092.40 for NC Governor's Crime Commission Initiative Phase III; and 2) Resolution 13-08, Ratifying and Approving an Application to the North Carolina Governor's Crime Commission in the Amount of \$45,000.00 to Purchase Eight (8) New Mobile Data Terminal/In Car Camera Systems. (CAF 13-07) *[See Notebook Tab 2]*
 - Resolution 13-05
 - Resolution 13-08
- b)** Consideration of Approval of Tax Releases and Refunds from Vance County for the Month of December 2012. (CAF 13-13) *[See Notebook Tab 3]*

IX. PUBLIC COMMENT PERIOD ON NON-AGENDA ITEMS

Citizens may only speak on non-Agenda items only at this time. Citizens wishing to address the Council must sign-in on a form provided by the City Clerk prior to the beginning of the meeting. The sign-in form is located on the podium. When recognized by the Mayor, come forward to the podium, state your name, address and if you are a city resident. Please review the Citizen Comment Guidelines that are provided below.³

³ **Citizen Comment Guidelines**

The Mayor and City Council welcome and encourage citizens to attend City Council meetings and to offer comments on matters of concern to them. Citizens are requested to review the following public comment guidelines prior to addressing the City Council.

- 1)** Citizens are requested to limit their comments to five minutes; however, the Mayor, at his discretion, may limit comments to three minutes should there appear to be a large number of people wishing to address the Council;
- 2)** Comments should be presented in a civil manner and be non-personal in nature, fact-based and issue oriented. Except for the public hearing comment period, citizens must speak for themselves during the public comment periods;
- 3)** Citizens may not yield their time to another person;
- 4)** Topics requiring further investigation will be referred to the appropriate city official, Council Committee or agency and may, if in order, be scheduled for a future meeting agenda;
- 5)** Individual personnel issues are confidential by law and will not be discussed. Complaints relative to specific individuals are to be directed to the City Manager;
- 6)** Comments involving matters related to an on-going police investigative matter and/or the court system will not be permitted; and

X. WORK SESSION

- a)** Consideration of Approval of Resolution 13-16, Authorizing a Contract with McGill Associates to Perform Work Associated with Grant/Loan Applications and Engineering Work for Water and Sewer Projects as Noted in the Executive Summary. *(CAF 13-21) [See Notebook Tab 4]*
 - Resolution 13-16
- b)** Consideration of CM 13-11, Lamb and Main Street Demolition Project. *[See Notebook Tab 5]*
- c)** Consideration of CM 13-10, Retreat Discussion Points Continued *[See Notebook Tab 6]*
 - i. Use of Fund Balance to Balance the Budget
 - ii. Economic Development

XI. REPORTS

- a)** Mayor/Mayor Pro-Tem
- b)** City Manager
- c)** City Attorney
- d)** City Clerk
 - i. Calendar Update *[See Notebook Tab 7]*
 - ii. Various Departmental Reports
 - a) Henderson Fire Department
 - b) Henderson-Vance County 911

XII. CLOSED SESSION

- a)** Pursuant to G.S.§143-318.11 (a)(6) regarding a Personnel Matter
- b)** Pursuant to G.S.§143-318.11 (a)(3) regarding Attorney/Client Privilege

XIII. ADJOURNMENT

7) Citizens should not expect specific Council action, deliberation and/or comment on subject matter brought up during the public comment section unless and until it has been scheduled as a business item on a future meeting agenda.

**HENDERSON CITY COUNCIL - DRAFT
ANNUAL STRATEGIC PLANNING RETREAT
Aycock Recreation Center
23 January 2013**

PRESENT: Mayor James D. O'Geary, Council Members James C. Kearney, Sr., Sara M. Coffey, Michael C. Inscoe, D. Michael Rainey, Brenda G. Peace-Jenkins, Garry D. Daeke, Vernon L. Brown and George M. Daye.

STAFF PRESENT: City Manager Ray Griffin, Assistant City Manager Frank Frazier, City Clerk Esther J. McCrackin, Finance Director Katherine Brafford, Planning Director Erris Dunston, Code Compliance Director Corey Williams, Fire Chief Danny Wilkerson, Police Chief Keith Sidwell, Henderson Water Reclamation Facility Director Tom Spain, Kerr Lake Regional Water Plant Manager Christy Lipscomb, Engineering Director Peter Sokalski, Parks & Recreation Director Alan Gill and Human Resources Manager Cathy Brown.

FACILITATOR: Becky Veazey of The Maps Group, Cary, NC

CALL TO ORDER:

The Retreat was called to order at 8:20 a.m. by Mayor O'Geary.

INVOCATION:

Mayor O'Geary requested Council Member Peace-Jenkins to lead everyone in prayer.

OPENING REMARKS:

Mayor O'Geary welcomed everyone to this Retreat. He expressed pleasure with the accomplishments of the past year, and said he's looking forward to the outcome of this meeting. Mayor O'Geary then turned the meeting over to Facilitator Veazey.

GETTING STARTED by Becky Veazey

Ms. Veazey began the meeting by reviewing the ground rules. There were no changes and all attendees agreed with ground rules.

Ms. Veazey then led the group in several brief icebreakers which allowed everyone to learn a little more about each other.

REVIEW AND AGREE ON RETREAT AGENDA:

Ms. Veazey asked if there were any adjustments to the agenda. There were no changes suggested.

ROLES AND RESPONSIBILITIES:

Next Ms. Veazey asked the group to read the Roles and Responsibilities of the Mayor, Council and City Manager and to make suggestions for changes. Three changes were suggested and agreed upon by Council:

Section III - City Council's and Mayor's Needs and Expectations of City Manager

1. Add a new Item "n" - *Let Council/Mayor know when City Manager sees potential problems in their actions or direction.*

Section IV - City Manager's Needs and Expectations of Mayor & City Council

1. Add to Item "b" - *Be willing to discuss "undiscussable" issues.*
2. Add a new Item "i" - *Help City Manager and staff establish and maintain competitive compensation for employees.*

These changes will be brought to Council for formal approval.

There were several comments and questions that were discussed during this time. Council Member Kearney asked if there were issues other than legal that were not available for Council to know about. City Manager Griffin said all issues of importance are shared. He added that often the City Attorney would brief Council on matters involving personnel and litigation issues during Closed Sessions. Council Member Peace-Jenkins expressed appreciation for item IIIe where the City Manager helped her through a recent event.

DISCUSSION ITEMS:

Ms. Veazey then directed attendees to the Hands-On Discussion Items. She said Council's top responses to the questionnaire narrowing down groups discussion were: 1) Economic Development, Downtown & EDC, getting/helping businesses come to the city, more jobs and revenue growth; 2) 5 Year CIP for each department and fleet replacement needs; 3) Plan/Strategy for Flint Hill; 4) One-Stop permitting (City & County); 5) Balancing budget without using general fund balance and 6) Recycling costs, advantages, etc. Ms. Veazey asked if anyone wanted to make any changes.

City Manager Griffin said he felt recycling could be discussed with the 5 Year CIP and suggested Pay Study/Compensation be added as item 6 as this is a major concern of staff. There were no objections.

Ms. Veazey then divided staff and Council into three groups with each group given 20 minutes to discuss each of the first three discussion items. She provided the groups with a Problem Solving Model (attached) and after reviewing the process let the groups begin their discussions. She then brought the groups together and asked for their solutions. Below is a summary of their solutions.

Issue	Group A	Group B	Group C
Economic Development, etc.	●Business friendly environment ●Permit process improvements ●City and EDC working together ●City Brand and marketing positive side of city – promote city ●Providing help to existing businesses ●Outreach to businesses ●Council field trip to like municipalities for feedback ●Improve appearance of major corridors	●Incentive plan/grants ●Façade grants ●Infrastructure in place and upgrades ●Fee waivers for new businesses ●Change old habits ●County/city collaboration ●Set short-term goals ●Task oriented ●Decide on SNB building	●Job creation ●Infrastructure ●Comprehensive/focused development along NC 39, N. Garnett St, Raleigh Rd. ●Town hall meetings (citizen involvement – collaborate w/ churches ●Improve livability of city (social skills, job skills, etc.) ●Get people to move back into City ●Expansion of City
5 Year General Fund CIP	●Annexation ●Privatization vs. in-house ●Investigate cost - benefit for recycling ●Look for grants for purchasing bins	●Using dollars released from debt service ●Pay for vehicles/equip w/cash to avoid interest charges ●Use debt capacity for larger projects ●Create policy/guide for CIP and recycling ●Recycling: look at other communities ●need recycling policy ●Raise garbage fee for more demo.	●Increase property tax ●Increase outside rates to encourage movement into City ●Consider raising utility rates outside City to provide incentive for voluntary annexation

Issue	Group A	Group B	Group C
Flint Hill Plan	●Partnerships for recreation facilities ●Infrastructure grants ●Reentry program ●Plan B for REEF project ●Look at recreation ●Restart Farmers Market ●Plan C for REEF being alternate use of grant dollars & credit worthy mechanism to generate income ●Golden Leaf dollar options ●Have back up plan for dollars	●Await Grant Award ●Citizen input ●Neighborhood steering committee ●City wide committee ●Define redevelopment areas ●Small area plan ●Tear down dilapidated buildings	●Lacks infrastructure ●Grants ●Collaboration between State/City and County ●Faith based assistance from community ●Comprehensive plan with time frame for change ●Citizen input/hands-on help ●Pursue funding (i.e., CDBG, etc.)

Economic Development – Council Member Inscoc suggested the Main Street Manager spearheading a plan for downtown with input from the City and it was also suggested a letter be sent to the County regarding the Solar Farm issue the County is currently reviewing. To encourage economic growth, ideas such as waiving fees for new businesses, and developing infrastructure were mentioned. There was also discussion regarding one-stop permitting, annexation and how to promote the positives of Henderson. Town hall meetings were also discussed as a mechanism for not only learning citizen needs but also to help citizens develop skills for a viable livable city.

5 Year General Fund CIP - Council Member Kearney asked about the debt service and if long term debt could be moved to short term debt as debt is retired. City Manager Griffin felt it would be best to turn part of the retired debt funds into cash for smaller purchases such as vehicles rather than to continue to add to existing debt and suggested 50% cash as a goal. Police Chief Sidwell added that his vehicles have been purchased with asset forfeiture funds and said funds received from the sale of those vehicles needs to be returned to asset forfeiture; therefore, the vehicles that staff have obtained in the past from the police department will not be an option.

It was agreed by all that a plan needs to be determined for recycling and other communities should be contacted for input, along with review of current statistics.

As far as annexation, Mr. Griffin reminded attendees that the State has made involuntary annexation practically impossible but suggested a coordinated plan to determine possible target areas.

Flint Hill – Council Member Kearney felt grant dollars would not be sufficient for sustaining the REEF project and said some credit worthy entity would need to become involved. Council Member Rainey stressed all projects need to be made public in a positive manner so citizens know the concerns and positive movement by the City, which was echoed by Mr. Kearney

LUNCH

Ms. Veazey asked if anyone had anything else they wanted to add. There was no further discussion so the group broke for a 30 minute lunch.

(Clerk's note: During the lunch break the Boards and Commissions Committee held a brief meeting during which they voted to appointment two individuals to two different commissions, and Council Member Rainey left the meeting during the lunch break.)

DISCUSSION ITEMS (Con't):

After lunch, the groups reformed and discussed the last three hands-on items and a summary of their solutions is found below:

Issue	Group A	Group B	Group C
One-Step Permitting	●Customize check list with contact information ●Liaison (go to person) ●Include County check list with packet and vice versa	●Redesign process for City control ●Upfront discussion ●Form PIT to include planning, zoning, code, fire and utilities (sewer/customer service) ●Ad hoc committee of Council/staff to work with Commissioners/staff	●City/County need to work together ●Clear Process ●TRC needs to expand to both County and City ●Express permits with fees ●Resources ● One person coordinator ● Policy changes at Council/Commission level ●Get pointers from other municipalities ● Customized check list
Balancing Budget	●Tax increase ●Utility rate increase ●Cut services ●Impact fees ●Compare County fees to City fees ●Hopeful continued revenue from Internet cafés	●City Manager prepare budget without using fund balance ●Create policy for financial stability ●Create Council policy regarding fund balance ●Determine direction ● Consider limited time small groups tasked with specific topics ●Bring specific issues to work sessions for problem-solving	●Property tax ●Raise sanitation fee ●Review fee schedule for possible increases ●Food service tax ● Use funds “freed up” once debt is paid
Pay Classification	●Fair market value ●Double edged sword as once classification is complete, Council needs to act on findings ●Partner with local university to do study	●Analyzes work tasks, job descriptions, ADA compliant ●Competitive range ●Need updated job descriptions for legal compliance	●Need back up info. ●Keep good quality staff

One-Step Permitting – Council Member Kearney suggested an ad hoc person to work with both the County and City on permitting issues. Planning and Community Development Director Erris Dunston was asked if the current permit check list is automated to which she responded yes.

Balancing Budget - City Manager Griffin drew attention to the General Fund Balance summary that Finance Director Kathy Brafford compiled for the past few years and shared the Local Government Commission requires municipalizes to retain 8% of the budget in the general fund balance. He reminded Council that they have set a goal of 30% in the fund balance. Council Member Inscoe said the City cannot continue to withdraw from the general fund calling it the “savings account” because eventually it will go dry. Fire Chief Wilkerson said no one likes to hear of taxes going up but he said the City might even have to look at establishing a fire inspection fee. Everyone was also reminded that the sewer rates will continue to increase due to the sewer plant upgrade.

Pay Classification – A classification study has not been done since 1992. Council Member Daye felt it is important to keep valuable employees. Chief Sidwell suggested using local universities/community colleges for the study to reduce costs. City Manager Griffin said a full blown study would also include interview with staff along with comparisons of like sized municipalities. Council Member Daeke asked how Mr. Griffin has seen implementation of a study in the past. Mr. Griffin said it is suggested that you implement the staff first and then exempt employees. From experience he has seen a plan fully implemented within a year and he has also seen a plan partially implemented in the first year and never completed.

Following a brief break, Ms. Veasey asked if there were any other comments regarding the top six discussion items. There were no further comments. She then asked City Manager Griffin to review the Strategic Plan.

STRATEGIC PLAN

Mr. Griffin said the Summary Report format used during the August Mid-Year Retreat was well received so he continued the format for this meeting. He said he was very pleased that for the first time in several years that crime was not a major concern. He then reviewed all the action plans under KSOs 1-8, pointing out specially the items in “Red” which indicate they have not been accomplished in a timely fashion. (see attached Summary Report)

It was agreed that AP4-2 (Redevelopment of residential/commercial) should be discussed at a separate work session.

It was also agreed that AP 8-2 now falls under the new CIP General Fund.

Council Member Kearney asked what efforts have been made to provide inner city youth with access to the Aycock Recreation Center. Recreation and Parks Director Alan Gill shared his staff has worked with churches, schools and organizations such as the Boys and Girls Clubs to offer services at no charge. He said they are currently working with approximately 25 such groups and that these groups provide transportation for the youth.

Council Member Inscoe asked Police Chief Sidwell to elaborate on the decrease in crime. Chief Sidwell said there has been a 30% decrease in larcenies, however, violent crime has spiked. He also said homicides have increased. He attributed the overall decrease to successful partnerships with citizens and businesses. He sees things turning from apathy to involvement by property owners and citizens and added he felt his personnel also contributed to the decrease. Council Member Kearney asked about gang activity. Chief Sidwell said he sees a decrease in “home-grown” gangs/organizations and said working closely with the ATF has led to several indictments over the past months with more to come. Although he is encouraged, he reminded everyone that there are always gangs waiting to replace the ones that are destroyed, but he said his team continues to be creative.

There was no further discussion.

The City Manager then verified that action steps will be formalized from the group reports for approval during the February Work Session.

(Clerk’s Note: Council Member Brown left the meeting prior to the critique)

RETREAT CRITIQUE AND WRAP UP

Ms. Veasey then asked for a critique of the Retreat.

At this time two citizens asked to address Council. Mayor O’Geary polled the Council and they were all in agreement to all the citizens to speak.

Mr. Nicholson and Mr. Utz both expressed concerns about the crime in their residential area which is in the ETJ on St. Matthew Street. They said they fear for the safety of the residents in the area and asked who they needed to talk with about the issue. City Manager Griffin explained they should talk to the County as the City only provides police and code compliance service to city residents. After a brief discussion, Mr. Griffin offered to meet with the County, and the City Planning Director, Erris Dunston, along with these two gentlemen regarding their concerns. Council Member Coffey suggested they meet with the Sheriff and also offered a suggestion that the County might be able to remove some of the empty, dilapidated structures with a controlled burn. Both gentlemen thanked Council for their attention.

Ms. Veasey again asked for critique comments and received the following input:

Well Done:

- Small group work – better discussion
- Liked deciding in advance the discussion items and staying on topic
- Good participation by everyone
- Good advanced materials
- Good food

Do Differently

- Make room warmer
- Hold in a different location

Before adjourning, City Manager Griffin asked for Council's pleasure regarding a mid-year retreat. In a four to two vote with Council Members Daeke, Coffey, Daye and Peace-Jenkins voting to hold a mid-year retreat in August. Council Members Inscoe and Kearney voted against and Council Members Rainey and Brown had left the meeting. The City Clerk will confirm a date with Ms. Veasey.

With no further discussion, Mayor O'Geary asked if Council was ready to adjourn.

ADJOURNMENT:

It was the consensus of Council to adjourn at 3:20 p.m.

James D. O'Geary
Mayor

ATTEST:

Esther J. McCrackin
City Clerk

City Council Minutes - DRAFT

Short Regular Meeting

28 January 2013

PRESENT

Mayor James D. O'Geary, Presiding; and Council Members James C. Kearney, Sr., Sara M. Coffey, Michael C. Inscoc, D. Michael Rainey, Brenda Peace-Jenkins, Garry D. Daeke, Vernon L. Brown, and George M. Daye.

ABSENT

None.

STAFF PRESENT

City Manager Ray Griffin, City Attorney John Zollicoffer, City Clerk Esther J. McCrackin, Assistant City Manager Frank Frazier, Finance Director Katherine C. Brafford, and Engineering Director Peter Sokalski.

CALL TO ORDER

The 28 January 2013 Short Regular Meeting of the Henderson City Council was called to order by Mayor James D. O'Geary at 6:01 p.m. in the R. G. "Chick" Young, Jr. Council Chambers, Municipal Building, 134 Rose Avenue, Henderson, NC.

ROLL CALL

The City Clerk called the roll and advised Mayor O'Geary a quorum was present.

INVOCATION AND PLEDGE OF ALLEGIANCE

Council Member Brenda Peace-Jenkins led those in attendance in a prayer and the Pledge of Allegiance.

Mayor O'Geary welcomed everyone and said he was glad there were no injuries from the ice storm on Friday.

ADJUSTMENTS TO/APPROVAL OF AGENDA

Mayor O'Geary asked if there were any adjustments to the Agenda. No requests were made to adjust the Agenda. Mayor O'Geary asked for the pleasure of Council. Council Member Daeke moved to accept the Agenda as presented. Motion seconded by Council Member Peace-Jenkins and unanimously approved.

APPROVAL OF MINUTES

Mayor O'Geary asked for any corrections to and/or approval of the minutes. Council Member Coffey moved the approval of the 14 January 2013 minutes as presented. Motion seconded by Council Member Inscoe and unanimously approved.

PUBLIC COMMENT PERIOD ON AGENDA ITEMS

The City Clerk advised the Mayor and Council Members that no citizen wished to speak to Council on agenda matters.

NEW BUSINESS

Receiving the Comprehensive Annual Financial Report for FY Ending 30 June 2012.

(Reference: CAF 13-02; Resolution 13-02)

City Manager Griffin asked Mr. Curtis Averette, Certified Public Accountant with William L. Stark and Company to provide highlights of their report. After thanking Finance Director Kathy Brafford and City Manager Griffin for their patience and assistance with compiling the audit, Mr. Averette said overall it was a good (unqualified) audit. He then reviewed the figures and findings and pointed out areas such as the reclassification of the library from the land line item to inclusion into the general fixed assets. He also mentioned areas that have been improved from last year.

Council Member Inscoe asked questions about the Fund Balance, ratio of equity to liability and debt service for the sewer project. Mr. Averette explained the sewer debt service will go into the 2013 audit and explained in more detail the Fund Balance figures.

Council Member Kearney asked when the contract with Vance County was executed and City Manager Griffin said it was in the spring of 2012 and was only for the tap. He explained when the contract is executed for water it will be included in the proper audit year.

Mr. Averette did point out an area that needs monitoring and Mr. Griffin said a process has been set in place regarding this issue which involves uncollectable water bills. Mr. Averette said part of the problem may have occurred when the City switched computer software systems; however, it looks like water bills have been inappropriately categorized as uncollectable. Mr. Griffin said audits are meant to point out issues such as this and he values the auditors for pointing out the

problem. Mr. Griffin also said Council's decision to cut the billing cycle from 60 days to 30 days was a step in the right direction and suggested Council might like to look again at the security deposit requirements during the budget process.

Council Member Coffey expressed concern that this problem has existed so long, since 2006, without anyone being aware of the situation and Council Member Kearney saw the problem as an accumulation over the years.

There was no further discussion and Mayor O'Geary asked for the pleasure of Council.

Council Member Peace-Jenkins moved the approval of Resolution 13-02, *Receiving the Comprehensive Annual Financial Report for FY Ending 30 June 2012*. Motion seconded by Council Member Rainey and APPROVED by the following vote: YES: Kearney, Coffey, Inscoe, Rainey, Peace-Jenkins, Daeke, Brown and Daye. NO: None. ABSTAIN: None. ABSENT: None. (See Resolution Book 3, p. 105)

Amending Fund 73: Economic Development Capital Reserve Fund and Authorizing Appointments to the Henderson Vance Economic Development Commission and the Henderson Recreation and Parks Commission. (Reference: CAF 13-15; Resolution 13-11)

City Manager Griffin asked the City Clerk to summarize these appointments. Ms. McCrackin shared this committee met briefly during the Strategic Planning Retreat and due to time constraints only reviewed two applications for open positions. The Boards and Commissions Committee recommend both Mr. Robert Herford, for the Henderson Vance Economic Development Commission, and Ms. Hilda Delbridge, for the Henderson Recreation and Parks Commission for three year appointments.

There was no discussion. Mayor O'Geary then asked for the pleasure of Council.

Council Member Daeke moved the approval of Resolution 13-02, *Amending Fund 73: Economic Development Capital Reserve Fund and Authorizing Appointments to the Henderson Vance Economic Development Commission and the Henderson Recreation and Parks Commission*. Motion seconded by Council Member Rainey and APPROVED by the following vote: YES: Coffey, Inscoe, Rainey, Peace-Jenkins, Daeke, Brown, Daye and Kearney. NO: None. ABSTAIN: None. ABSENT: None. (See Resolution Book 3, p. 123)

Agreement Setting Forth Mayor, City Council and City Manager Roles, Responsibilities and Expectations. (Reference: CAF 13-16; Resolution 13-12)

The City Manager said as done previously, changes suggested during the Strategic Retreat have been incorporated into the existing roles, responsibilities and expectations and action tonight amends the existing agreement.

There was no discussion and Mayor O'Geary asked for Council's pleasure.

Council Member Inscoe moved the approval of Resolution 13-12, *Agreement Setting Forth Mayor, City Council and City Manager Roles, Responsibilities and Expectations*. Motion seconded by Council Member Daye and APPROVED by the following vote: YES: Inscoe, Rainey, Peace-Jenkins, Daeke, Brown, Daye, Kearney and Coffey. NO: None. ABSTAIN: None. ABSENT: None. (See Resolution Book 3, p. 125)

Authorizing the Execution of the Memorandum of Agreement Between the North Carolina Sediment Control Commission and Local Government. (Reference: CAF 13-17; Resolution 13-13)

City Manager Griffin asked Engineering Director Peter Sokalski to provide a brief Council on this matter. Ms. Sokalski said this is a memorandum issued by the Local Government Commission to all local governments clarifying the roles and responsibilities of each entity in enforcing the Sedimentation Pollution Control Act of 1973, the NC General Statutes Chapter 113A, Article 4 and any rules adopted pursuant to the Sedimentation Pollution Control Act (SPCA). Because the City already has an approved sediment control ordinance (City Code Chapter 23-A), this memorandum is required to be signed.

Mayor O'Geary asked for Council's pleasure as there was no discussion.

Council Member Daeke moved the approval of Resolution 13-13, *Authorizing the Execution of the Memorandum of Agreement Between the North Carolina Sediment Control Commission and Local Government*. Motion seconded by Council Member Inscoe and APPROVED by the following vote: YES: Rainey, Peace-Jenkins, Daeke, Brown, Daye, Kearney, Coffey and Inscoe. NO: None. ABSTAIN: None. ABSENT: None. (See Resolution Book 3, p. 127)

Opposing Legislation that Provides for the Forced Taking of Municipal Water Systems. (Reference: CAF 13-18; Resolution 13-14)

City Manager Griffin explained this was an item of discussion brought before the 2012 Session of the North Carolina General Assembly by the Legislative Research Commission that would force the City of Asheville to transfer its municipal water system to a Metropolitan Sewer District. Since this will be introduced at the beginning of the 2013 General Assembly, Mr. Griffin felt the City should show support for Asheville. Concern by City Administration, along with other municipalities is that forced taking of infrastructure would have a negative effect on any local government investing in needed infrastructure in the future, thus endangering business opportunities and economic stability within the State.

Mayor O'Geary asked for Council's pleasure as there was no discussion.

Council Member Inscoe moved the approval of Resolution 13-14, *Opposing Legislation that Provides for the Forced Taking of Municipal Water Systems*. Motion seconded by Council Member Coffey and APPROVED by the following vote: YES: Peace-Jenkins, Daeke, Brown, Daye, Kearney, Coffey, Inscoe and Rainey. NO: None. ABSTAIN: None. ABSENT: None. (See Resolution Book 3, p. 129)

PUBLIC COMMENT PERIOD ON NON-AGENDA ITEMS

City Clerk McCrackin advised no citizen wished to address City Council.

REPORTS

a) Mayor/Mayor Pro-Tem

Mayor Pro-Tem Rainey said he felt the Strategic Planning Retreat went well and Mayor O'Geary expressed his gratitude to Assistant City Manager Frank Frazier for a superb job keeping the streets clean following the ice storm.

b) Ward 3 Listening Post Report

Council Member Peace-Jenkins gave a brief summary saying there was a good citizen turnout. The purpose was to discuss a possible Plan B for the REEF project with an interested developer, RED, Inc. She said citizens gave good input.

Council Member Daeke echoed Ms. Peace-Jenkins comments and said it was good to have Mr. Jason Stewardson from the DDC present to provide background information. He said most of the concerns from citizens revolved around jobs, job training, children, nutrition and re-entry programs for felons. Mr. Daeke also said he will be contacting individuals who expressed interest in serving on the committees

c) City Manager (No Report)

Surplus Property- Mr. Griffin advised Council that a sludge shoot, which has not been used in years, has been listed as surplus and will be auctioned on GovDeal.

Urban Progress Zone – Mr. Griffin shared the City received an Urban Progress Zone Tax Credit Designation on 24 January 2013. He thanked Planning and Community Redevelopment Director Erris Dunston and ECD Director Stuart Litvin for their work on this project.

Severe Weather Policy – As a follow up to a call Mr. Griffin received from a Council Member, he distributed the existing policy (Administrative Policy Sec. 13.02). Several Council Members said staff was uncomfortable asking permission from their supervisor to leave early during the ice storm. Council Member Peace-Jenkins felt the policy should be tweaked. Council Member Rainey expressed concern that staff would call Council and not speak with Mr. Griffin or Human Resources Director Kathy Brown. Mr. Griffin asked if more details could be provided for a resolution regarding possible conflicts between staff and supervisors.

NCLM's Annual Advocacy Goals Conference – Mr. Griffin attended this conference last week and he provided a copy of the 2013-14 Legislative Biennium goals and shared a copy of how he voted as part of the League's request to narrow the items for consideration.

d) City Attorney (No Report)

e) City Clerk

Ms. McCrackin reminded Council of the Chamber Banquet this Thursday; the Annual Awards Banquet February 21 and thanked Council for allowing her to attend the Clerks Academy this Wednesday through Friday.

Mayor O'Geary asked if Council was ready to adjourn and move into Work Session

ADJOURNMENT

Council Member Inscoe moved for adjournment. Motion seconded by Council Member Daeke and unanimously approved. The meeting adjourned at 7:15 p.m.

James D. O'Geary
Mayor

ATTEST:

Esther J. McCrackin
City Clerk

City Council Minutes--*DRAFT*
Work Session
28 January 2013

PRESENT

Mayor James D. O'Geary, Presiding; and Council Members James C. Kearney, Sr., Sara M. Coffey, Michael C. Inscoc, D. Michael Rainey, Brenda Peace-Jenkins, Garry Daeke, Vernon L. Brown, and George M. Daye.

ABSENT

None.

STAFF PRESENT

City Manager Ray Griffin, City Clerk Esther McCrackin, Assistant City Manager Frank Frazier, and Engineering Director Peter Sokalski.

CALL TO ORDER

The 28 January 2013 Work Session of the Henderson City Council was called to order by Mayor James D. O'Geary at 7:15 p.m. in the R. G. "Chick" Young, Jr. Council Chambers, Municipal Building, 134 Rose Avenue, Henderson, NC.

ROLL CALL

The City Clerk called the roll and advised Mayor O'Geary a quorum was present.

ADJUSTMENTS TO/APPROVAL OF AGENDA

Mayor O'Geary asked if there were any adjustments to the Agenda. There were no changes and it was the consensus of Council to approve the Agenda as presented

WORK SESSION ITEMS

Residential Meter Replacement Program. *(Reference: CM 13-04)*

City Manager Griffin asked Assistant City Manager Frank Frazier to summarize this program. Mr. Frazier said the City was approved for a low interest loan from the NC Drinking Water State Revolving Fund in August 2012. The \$294,000 will be used to purchase approximately 1,000 new residential radio read water meters and he went on to explain the first phase of the project will target residential subdivisions outside the city, and meters along US 158 Bypass to Oxford Booster Pump Station. Other target areas include Satterwhite Point Road, Jacksontown Road and Jackson Royster Road to the Warren County meter vault. Mr. Frazier explained these are older meters which typically read slower. He also said the installation of new meters should increase reading efficiency and reduce fuel costs as there will be minimal stopping and starting of the vehicles.

Council Member Rainey inquired what it costs to replace a meter. Mr. Frazier said if there is an active problem, there is no cost. For a new account without an existing meter the cost is \$300.00.

Council Member Inscoe asked at what point information would be available to analyze personnel efficiency with the new meters. He said he was not expecting to eliminate personnel but perhaps a vehicle. Mr. Frazier felt sometime during the year information could be provided and Mr. Griffin reminded Council that in the 3-4 years since beginning the process of transitioning to radio read meters, the City has been able to reduce one position to part time in two departments. Council Member Inscoe then suggested the City look into purchasing an electric powered vehicle.

Council Member Daeke asked when the replacements would begin. Mr. Frazier said as soon as the meters are purchased.

Kerr Lake Water Elevation. *(Reference: CM 13-05)*

City Manager Griffin asked Assistant City Manager Frazier to update Council on the Lake levels. Mr. Frazier said it is good news since the Lake has risen to 301.15' as of today, which is a significant improvement from 10 December 2012 when voluntary conservation measures were put in place with the Lake level at 292.35'. He said if the current level remains stable for the next few weeks, a resolution will be brought back to Council to lift the voluntary measure.

Council Member Daeke asked what notices were issued during the voluntary measure. Mr. Frazier said it was posted on the Web and at City Hall but there were no restrictions such as limiting water at restaurants under a voluntary measure. He went on say everyone should be good stewards and practice conservation at all times.

Downtown Progress Energy Pole Replacements. (Reference: CM 13-06)

City Manager Griffin asked Engineering Director Peter Sokalski to provide an update on this replacement project. Mr. Sokalski explained discussions have been ongoing since August 2012 between the City and Progress Energy regarding a plan to replace existing poles and wiring in the downtown area of Henderson from Spring Street to Andrews Avenue. The existing poles were put in place sometime in the 1950's or 1960's and are in need of replacement. *(Clerk's Note: The City Attorney said after the meeting that he thought these poles were installed in the 1930's)* The current plan is for Progress Energy to remove 65 poles and replace them with 62 teardrop poles. The cost of the new poles will be at Progress Energy's expense and should last for approximately 75 years. The new poles will be taller which may be an issue for second floor tenants. Other details to be determined are issues such as the cost of cutting sidewalks, removal of concrete, installing new signage, and determining placement of meters for electrical use during downtown events. Mr. Sokalski said Progress Energy anticipates 12-16 weeks for delivery of the poles with a starting date in March and conclusion of the project approximately 6-8 months later. The total cost to the City for items such as removal of concrete and new street signs is now estimated at \$32,500 which is higher than what was discussed in August. Mr. Sokalski said he would be able to provide a more accurate estimate once a pole is removed which will reveal whether the pole is set in concrete or just buried.

Council Member Inscoe asked if the poles will have Cobra heads or Teardrop heads and whether they will have Metal Halide or Sodium Vapor lights. Mr. Sokalski said Teardrop poles have been selected and the lights will be Sodium Vapor. City Manager Griffin said Teardrop lights were chosen as they provide a more historic appearance consistent with the downtown area of Henderson. Mr. Inscoe asked if this could be funded with the Powell Bill. It is believed the Powell Bill can be used for sidewalk repair.

Council Member Rainey asked about the installation as Progress Energy listed it on their brochure as no cost. Mr. Sokalski explained the poles are provided by Progress Energy at no cost to the City.

Council Member Coffey asked what happens to the old poles and learned that they have to be properly disposed of as they contain lead.

Council Member Kearney expressed concern regarding the change in meter locations and how it might affect Tourism events. Council Member Daeke wondered if Tourism might be willing to contribute to the cost of placing the meters and Assistant City Manager Frazier said he plans to contact the Tourism office to discuss this matter.

It was the consensus of Council to carry this project forward.

With no further comments, Mayor O'Geary asked if Council was ready to adjourn.

ADJOURNMENT

Council Member Coffey moved for adjournment. Motion seconded by Council Member Kearney and unanimously approved. The meeting adjourned at 7:40 p.m.

James D. O'Geary
Mayor

ATTEST:

Esther J. McCrackin, City Clerk

City Council Action Form

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



Agenda Item: _____

Council Meeting: 11 Feb 13 Regular Meeting

29 January 2013

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

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

RE: CAF: 13-07

Consideration of Approval of 1) Resolution 13-05, Ratifying and Approving An Application to the North Carolina Governor's Crime Commission in the Amount of \$54,092.40 for NC Governor's Crime Commission Initiative Phase III; and, 2) Resolution 13-08 Ratifying and Approving An Application to the North Carolina Governor's Crime Commission in the Amount of \$45,000 to Purchase Eight (8) New Mobile Data Terminal/In Car Camera Systems.

Ladies and Gentlemen:

Council Goals Addressed By This Item:

- 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.

Recommendation:

Approval of:

- Resolution 13-05, Ratifying and Approving An Application to the North Carolina Governor's Crime Commission in the Amount of \$54,092.40 for NC Governor's Crime Commission Initiative Phase III; and,
- Resolution 13-08 Ratifying and Approving An Application to the North Carolina Governor's Crime Commission in the Amount of \$45,000 to Purchase Eight (8) New Mobile Data Terminal/In Car Camera Systems.

Executive Summary

Given time constraints vis-à-vis grant application deadlines and Council meeting dates, I authorized Chief Sidwell to apply for the aforementioned grants. The first application is to the

NC Governor's Crime Commission Program to provide overtime for sworn officers and updated surveillance equipment for the use by the Henderson Police Department. This grant will provide a reimbursement to the City of 75% of the cost of the requested overtime and equipment, with the department's portion being a 25% cash grant match, provided through Federal Asset Forfeiture Funds.

This grant is an effort to obtain grant monies that would fund overtime for police officers and purchase equipment and materials to allow the Police Department to expand our existing partnerships with citizen groups, government agencies and private businesses to reduce Part 1 UCR Crimes, particularly Aggravated Assaults and crimes involving weapons within the City of Henderson and to reduce gang-related crimes. Total amount requested is \$54,092.40 and the Grant Match Funding would be \$18,030.80.

The second application is to the NC Governor's Crime Commission Program to provide funds for the purchase of updated Mobile Data Terminal Computer/In-Car Camera Systems for the use of the Henderson Police Department. This grant will pay for 75% of the cost to purchase eight (8) new Mobile Data Terminal/In-Car Camera systems to be installed in marked police patrol vehicles. Total amount requested is \$45,000.00 and the Grant Match Funding would be \$15,000 also provided through Asset Forfeiture Funds.

Both Grant applications were due for electronic submission to the NC Governor's Crime Commission on 31 January 2013. The anticipated notification date if the grant is approved is 1 July 2013. The grant terms would be the same as the City's Budget Year for 2013-2014: July 1, 2013 to June 30, 2014.

Ratification of these submissions is requested. This action does not bind the Council to accept the grants. Should funding be awarded for one or both grants, a Resolution accepting the grants and Budget Ordinances establishing the grant projects will be brought to Council for consideration and approval.

Enclosures:

1. Resolution 13-05
2. Resolution 13-08

RESOLUTION 13-05

A RESOLUTION RATIFYING AND APPROVING AN APPLICATION TO THE NORTH CAROLINA GOVERNOR'S CRIME COMMISSION FOR NC GOVERNOR'S CRIME COMMISSION INITIATIVE PHASE III

WHEREAS, the Henderson City Council identified eight Key Strategic Objectives (KSO) at its 2013 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 Henderson Police Department has partnered with the NC Governor's Crime Commission in the past and has successfully applied for and received grant funding for overtime; *and*

WHEREAS, the application deadline for said grant was 31 January 2013, in order to be eligible to compete for funding the application had to be submitted and said submission was approved by the City Manager; *and*

WHEREAS, the grant for which the Police Department is applying would provide \$54,092.40 in funding with a local match of \$18,030.80; *and*

WHEREAS, ratification of the application for said grant, being more fully articulated in **Attachment A** to this Resolution is appropriate at this time. Should funding be awarded, Council will be requested to accept the grant.

NOW, THEREFORE BE IT RESOLVED BY THE HENDERSON CITY COUNCIL THAT IT DOES HEREBY RATIFY AND APPROVE the application for the NC Governor's Crime Commission Community Revitalization Initiative Phase III Grant in the amount of \$54,092.40.

The foregoing Resolution 13-08, introduced by Council Member _____ and seconded by Council Member _____ on this the ____ day of _____ 2013 and having been Submitted to a roll call vote, was approved by the following votes: YES: . NO: . ABSTAIN: . NO: .

James D. O'Geary, Mayor

ATTEST:

Esther McCrackin, City Clerk

Approved to Legal Form:

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

CITY OF HENDERSON

**INTERNAL PROCESS TO DECIDE WHETHER
GRANT APPLICATION IS APPROPRIATE**

Department: Police **Staff Contact:** Captain P.L. Twisdale

Funding Source: NC Governor's Crime Commission FY 2013-2014

Grant/Project Name: Community Revitalization Initiative Phase III

Date Application Due: 01/31/2013 *(The online application has been saved. The grant's signature forms must be received in the GCC office by 5 p.m. 01/31/2013).*

PLEASE NOTE: The NC "GEMS" Grant online program will require the City Manager (Authorizing Official) and Finance Director (Financial Point of Contact) to register for NCID passwords in order to electronically sign the application prior to submission.

Brief Project Summary:

This grant is an effort to obtain grant monies that would fund overtime for police officers and purchase equipment and materials to allow the Police Department to expand our existing partnerships with citizen groups, government agencies and private businesses to reduce Part 1 UCR Crimes, particularly Aggravated Assaults and crimes involving weapons within the City of Henderson and to reduce gang-related crimes.

Maximum amount available from Funding Source: There is a maximum amount of \$80,000 per application in this solicitation. The grant requires a 25% cash and/or in-kind match.

Anticipated Award Notification Date: 04/01/2013

Anticipated Grant Term: Start Date: 07/01/2013
Finish Date: 06/30/2014

Amount to be requested: \$54092.40

Does the amount of the match requirement or other grant requirements necessitate City Council approval prior to the award? Yes X No

As the grant would be in effect for Fiscal Year 2013-2014 the grant match funding and in-kind match will be included in the Henderson Police Department's Annual Budget Request and can be approved by Council at that time.

Eligible types of match: Cash. We anticipate to budget 25% cash match.

If the match is cash, where will the match come from?

We anticipate requesting the cash match for this grant (\$18,030.80) as part of the 2012-2013 Police Department budget.

Is this project a cash award or X reimbursement (or drawdown)?

This project is a reimbursement account and would require a project budget and account. Reimbursements are submitted monthly.

If this is a reimbursement grant, will funds be available? Yes.

Is this project included in:

Departmental Budget	No
Capital Improvements Plan	No

This grant will be included in the Fiscal Year 2013-2014 Budget due for submission in February 2013.

Grant funds will be used for the following:

Personnel – Overtime for officers working planned, directed high crime complaints and geographical areas, as well as overtime for officers presenting training classes and programs at regular Community Revitalization meetings and to school, church and civic groups.

Equipment – Funding to purchase a wireless "body microphone" and recorder for use by officers in covert investigations of drug and gang related crimes. .

How will the program be funded after the grant expires?

Personnel overtime will continue to be funded through the department's budget. Other items in the grant will not require continuing funding.

There will be no recurring cost for this program (other than minor equipment repairs).

If the department receives only a portion of the amount requested, how will the project be funded?

The grant application is requesting the full amount for this project.

Some additional questions to consider:

Are any other departments within the City of Henderson eligible for this funding?

No. This request is being made under Law Enforcement Funding and other City departments are not eligible.

Are any other departments within the City of Henderson willing to collaborate on this project?

We hope to use this project to provide the Code Compliance Department with more information on abandoned, junked houses as well as giving them information to enable them to expedite the closing of "nuisance" houses. We will also work with the Finance Department on water meter and water service thefts, the Fire Department on fire code compliance and the Street Department on littering/traffic engineering problems.

Will this project duplicate or compete with another service or program provided by the City of Henderson or other local agency?

No. As the primary law enforcement agency for the City of Henderson, our enforcement services are not duplicated or competitive with other agencies in this area.

	Governor's Crime Commission 1201 Front Street, Suite 200 Raleigh, NC 27609 Phone: (919) 733-4564 Fax: (919) 733-4625		(Official GCC Use Only)																																												
	Grant Application		Project Number: PROJ009152																																												
Application Review Before your application can be submitted to GCC, the following personnel must approve the application:																																															
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<https://gems.nccrimecontrol.org/myprojects/gccApplication/Pages/gccApplicationReview....> 1/24/2013

detail contribute to the success of the project. Please note specific job duties for the positions are provided within the budget detail. Focus on the project -- do not give agency history, do not repeat the abstract.

Funds for Personnel in this project will be limited to overtime pay to full time sworn members of the Henderson Police Department to work additional, directed activities designed to identify and disrupt gang members and activities within areas shown through Crime Analysis to be frequented by gang members and locations where aggravated assaults and offenses with weapons have occurred.

Travel Budget - Please describe the purpose and benefit of travel items listed in the detail budget. Explain the types of travel to occur during the project period, such as the type of conference, training or meetings to be held for which travel is requested. Each travel item should be justified and explanation provided in this section. Training registrations should be listed under the travel category.

This grant request does not include a travel budget. Any travel expenses would be the responsibility of the Henderson Police Department's regular or asset forfeiture budget.

Supplies/Operating Budget - Provide an explanation as to the purpose items (office supplies, field supplies, printing, postage, computer software, office rent, cell phone, utilities) listed in the supply category in the budget detail contribute the success of the project. If your budget includes a general office supply line item, please upload an attachment listing each item to be purchased within the line item. Food/Beverages are unallowable expenses of the Office of Justice Programs as of October, 21, 2011.

There are no supplies/operating budget costs associated with this grant.

Equipment Budget - Provide an explanation as to the purpose items listed in the equipment category in the budget detail contribute to the success of the project.

We are requesting a total of \$5000 in equipment for this grant project. This includes a covert wireless audio system and covert microphone to be used to collect information on gang activities. These items will be used to replace old, outdated "body microphones" used by the department in the past.

Please identify the partners with whom you will collaborate and briefly describe how that collaboration will occur.

The Community Revitalization Initiative (CRI) consists of a comprehensive plan for dealing with the high crime rates in the city through specific training, crime analysis, investigation strategies and community partnerships. It is a comprehensive collaboration between law enforcement, the affected neighborhoods (through community watch and other groups), rental property managers, private businesses, utility providers, local media and other government agencies to help promote both crime prevention and crime intervention efforts. Shareholders include the Henderson Fire Department, Vance County Fire and EMS, City of Henderson Operations and Finance Departments, City Code Compliance and Zoning, Vance County Sheriff's Office, US ATF, Vance County Code Compliance, Vance County Social Services, Granville Vance Health Department, local Mental Health, Time Warner Cable, Progress Energy and the Local Rental Property Owner's group.

Please describe your efforts to assist Federal Crime Victims. To ensure local federal authorities are aware of your services, you must send a letter (current year) on your agency's letterhead to your local US ATTORNEY describing the services you provide and upload a copy in Project Attachments. You may describe any additional efforts to provide services to Federal Crime Victims. This is NOT a requirement for projects administered by Law Enforcement, Prosecution, or the Courts.

While this is not a requirement for Law Enforcement the Henderson Police Department does partner with the US Attorney's Office and ATF in the "Safe Neighborhoods Initiative" and works closely with the US Attorney's office.

Project Narrative Summary: Please provide additional information about your project application.

Due to local revenue shortfalls the Department's projected budget for FY 2013-2014 will not include funding for premium overtime for Police Department personnel to address the law enforcement aspects of the CRI. Efforts include targeting larcenies, shoplifting and burglaries with saturated patrols, directed traffic enforcement based on crime analysis and surveillance. Officers will work and be paid premium overtime in assignments directed at addressing some of the environmental problems that affect areas in which property and violent crimes are heaviest. These areas have a higher percentage of rental housing than occupant owned housing and many vacant houses that are often used for crimes such as drug sales/use and gang activity. Officers will continue to work with City Code Compliance and the Fire Department to identify and address problems such as vacant houses and houses in which residents are living in sub-standard conditions.

Project Timeline of Activities:

June 2012 - Police Staff working with CRI peer group outline individual projects to be address through GCC funding. Police Department Crime Analysis outlines areas of the City where violent crimes are concentrated. Crime Analysis indicates areas where persons identified as members of gangs are operating. July 2012 - Grant Period begins. Police Officers begin use of overtime funds for work, directed patrols, crime prevention through traffic enforcement and surveillance operations in cooperation with CRI agencies, community watches and businesses. Property Owners Group identifies expansion areas. October 2012 - First quarter evaluation. January 2013 - CRI peer group and the Police Department review the CRI project process for second half activities.

Project Goals

Goal 1 Reduce rates of crimes involving weapons and Aggravated Assaults	Goal 2 Reduce violent crime in areas where gang activity is documented
---	--

Project Objectives

1. Project Objective:
Reduce the number of reported crimes classified as "Aggravated Assaults" under UCR coding overall for the City of Henderson.

Performance Measure:
Comparison of Part I Violent Crimes on a monthly and quarterly basis compared to FY 2011-12 and FY 2012-13 to show a reduction during the grant period.

Evaluation Method:
Comparison of Part I Violent Crimes on a monthly and quarterly basis compared to FY 2011-12 and FY 2012-13.

2. Project Objective:
Identification of at least two (2) previously unidentified criminal gangs within the City of Henderson.

Performance Measure:
Identification of at least two (2) previously unidentified criminal gangs within the City of Henderson.

Evaluation Method:
Identification of at least two (2) previously unidentified criminal gangs within the City of Henderson.

3. Project Objective:
Identify persons involved in violent gang activity in Henderson and work with the US Attorney's office to have them charged through the Federal Courts.

Performance Measure:
Identify at least ten (10) persons involved in violent gang activity in Henderson and submit them to the US Attorney's Office for federal indictment.

Evaluation Method:
Submission of at least ten (1) persons involved in violent gang activity to the US Attorney's Office.

Project Sustainability Planning

Describe your formal, working sustainability plan for the project and how it will result in permanent operational funding (not GCC funding) once this grant ends.

Working with the US Attorney's office and with the State Courts we believe that a reduction in the current aggravated assault rates within the City would reduce the overall time required for officers and investigators to work such in-depth cases. By dealing with repeat violent offenders and thus freeing officers to work these directed activities within their regular shifts, along with regular city funds and Federal Asset Forfeiture funds for overtime we anticipate to continue these efforts without further state funding.

Project Budget Summary

Category	Total	Year 1 Total	Year 2 Total
EQUIPMENT	\$5,000.00	\$5,000.00	\$0.00

<https://gems.nccrimecontrol.org/myprojects/gccApplication/Pages/gccApplicationReview....> 1/24/2013

PERSONNEL	\$67,123.20	\$67,123.20	\$0.00
Total Budget:	\$72,123.20	\$72,123.20	\$0.00
(-)Match Funds:	-\$18,030.80	-\$18,030.80	-\$0.00
TOTAL FEDERAL REQUEST:	\$54,092.40	\$54,092.40	\$0.00

CRIMINAL JUSTICE SYSTEMS IMPROVEMENT - Description of Match

Matching funds may include local, state or private funds, but not other federal funds. 25 % cash match required

Describe amount and source of cash match:

Federal Asset Forfeiture Funds

Request For Match Waiver☐ If you choose to apply for a match waiver, check this box and state the reasons below.

Please note: A request for match waiver does not guarantee the waiver will be granted.

Budget Details

Short Description	Quantity	Unit Cost	Total
Covert Digital Audio System	1.00	\$5,000.00	\$5,000.00
Fringe Benefits:FICA (7.65%)	1840.00	\$2.38	\$4,379.20
Fringe Benefits:Other:401K	1840.00	\$1.55	\$2,852.00
Fringe Benefits:Retirement	1840.00	\$1.55	\$2,852.00
Overtime:Overtime for Directed Anti-Violent Crime Patrols	1840.00	\$31.00	\$57,040.00

Project Certifications**A. Certification of Non-Supplanting**☒ The applicant hereby certifies that federal funds will not be used to supplant or replace funds or other resources that would otherwise have been made available for Juvenile Justice, Justice Assistance Grants, Victims of Crime Act, Violence Against Women Act, or Children's Justice projects.**B. Certification of Filing an Equal Employment Opportunity Program**☒ The project director certifies that the applicant/grantee has formulated an Equal Opportunity Program, which is dated 08/01/2012 in accordance with the Amended Equal Employment Opportunity Guidelines 28 C.F.R.42.301, et seq, Subpart E, and that it is on file in the office of:

Office: Human Resources Office

Name: Cathy Brown

Title: Human Resources Director

Address: City of Henderson 134 Rose Avenue Henderson, NC 27536

Telephone: 252-431-6090

C. Certification of Submission of Annual Audit:☒ The project director certifies that a copy of the annual audit (required) will be submitted to the Office of State Auditor and the Department of Crime Control and Public Safety.**D. Certification of Submission of Project Reports:**☒ The project director certifies that a completed progress report (provided in the GCC Grant Award Package) will be submitted at the end of the 12 and 24 months, or more often if requested. If required, the project director certifies that quarterly reports will be submitted.**E. Certification that Applicant is Eligible to Receive Federal Funds:**☒ The project director certifies that neither grant applicant nor any of its officers, directors or consultants are presently debarred, proposed for debarment, suspended, declared ineligible or voluntarily excluded from receiving federal funds. [If the director cannot make this certification, an explanation must be attached. If this certification cannot be provided, the applicant will not necessarily be denied participation in this program. The certification or explanation will be considered in connection with the determination by the Governor's Crime Commission as to whether or not to approve the application. However, if neither the certification nor an explanation is provided, the application will be rejected.]**F. Certification Regarding Lobbying: (for agencies receiving \$100,000 or more)**☐ The project director certifies that (1) no Federally appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any Federal agency, a member of Congress, an officer or employee of a member of Congress in connection with the awarding of any Federal contract, the making of any Federal loan, the entering into of any agreement; (2) if any non-Federal funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any Federal agency, a member of Congress, an officer or employee of Congress, or an employee of a member of Congress in connection with this Federal grant, the project director shall complete and submit Standard Form #LLL, "Disclosure of Lobbying Activities," in accordance with its instructions**G. Drug Free Workplace Compliance: (for state agencies only)**☐ I (project director) certify that (1) a drug-free workplace awareness program was held on and/or will be held annually on which all grant project employees are required to attend;(2) a copy of the agenda of that program, including an attendance sheet signed by all employees, will be provided to the Governor's Crime Commission;(3) a statement will be published notifying employees that any unlawful involvement with a controlled substance is prohibited in the grantees workplace and that specific actions will be taken against employees who violate this rule;(4) all employees will receive a copy of this notice;(5) all employees must agree to abide by the statement and to notify the applicant of any criminal drug statute conviction for a violation occurring in the workplace within 5 days of the conviction;(6) within 10 days of receiving such notice, the applicant will inform the Governor's Crime Commission of an employee's conviction;(7) any employee so convicted will be disciplined or required to complete a drug abuse treatment program; and (8) the applicant will make a good faith effort to maintain a drug-free workplace, in accordance with the requirements of Title V, Secs. 5153 and 5154 of the Anti-Drug Abuse Act of 1988.**H. Certification of Compliance With General Statute 114-10.01: (for law enforcement agencies only)**☒ The project director certifies that the implementing agency is presently in compliance and will remain in compliance with the traffic stop reporting provisions of General Statute 114-10.01 for the duration of the funded project. An agency may be in compliance with the reporting provisions of General Statute 114-10.01 where traffic stops are reported to the Division of Criminal Statistics, North Carolina Department of Justice, or where the agency does not meet any of the statutory criteria requiring the reporting of stops. A listing of law enforcement agencies currently required to report traffic stop information may be found at <http://www.ncdoj.gov/AgenciesRequiredList.aspx>.

RESOLUTION 13-08

A RESOLUTION RATIFYING AND APPROVING AN APPLICATION TO THE NORTH CAROLINA GOVERNOR'S CRIME COMMISSION IN THE AMOUNT OF \$45,000 TO PURCHASE EIGHT (8) NEW MOBILE DATA TERMINAL/IN CAR CAMERA SYSTEMS

WHEREAS, the Henderson City Council identified eight Key Strategic Objectives (KSO) at its 2013 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 Henderson Police Department seeks to make improvements to the departments available equipment to conduct enforcement activities more effectively and safely; *and*

WHEREAS, the grant for which the Police Department is applying would provide \$45,000 in funding with a local match of \$15,000; *and*

WHEREAS, the application deadline for said grant was 31 January 2013 and in order to be eligible to compete for funding the application had to be submitted and said submission was approved by the City Manager; *and*

WHEREAS, ratification of the application for said grant, being more fully articulated in **Attachment A** to this Resolution is appropriate at this time. Should funding be awarded, the Council will be requested to accept the grant.

NOW, THEREFORE BE IT RESOLVED BY THE HENDERSON CITY COUNCIL THAT IT DOES HEREBY RATIFY AND APPROVE the application for the NC Governor's Crime Commission Grant in the amount of \$45,000.

The foregoing Resolution 13-08, introduced by Council Member _____ and seconded by Council Member _____ on this the ____ day of _____ 2013 and having been Submitted to a roll call vote, was approved by the following votes: YES: . NO: . ABSTAIN: . NO: .

James D. O'Geary, Mayor

ATTEST:

Esther McCrackin, City Clerk

Approved to Legal Form:

*Reference Minute Book 42, pg. ****

CITY OF HENDERSON

**INTERNAL PROCESS TO DECIDE WHETHER
GRANT APPLICATION IS APPROPRIATE**

Department: Police **Staff Contact:** Captain P.L. Twisdale

Funding Source: NC Governor's Crime Commission FY 2013-2014

Grant/Project Name: HPD MDT/In-Car Camera Interoperability Project 2013

Date Application Due: 01/31/2013 *(The online application has been saved. The grant's signature forms must be received in the GCC office by 5 p.m. 01/31/2013).*

PLEASE NOTE: The NC "GEMS" Grant online program will require the City Manager (Authorizing Official) and Finance Director (Financial Point of Contact) to register for NCID passwords in order to electronically sign the application prior to submission.

Brief Project Summary:

This grant will pay for 75% of the cost to purchase eight (8) new Mobile Data Terminal/In-Car Camera systems to be installed in marked police patrol vehicles.

Maximum amount available from Funding Source: There is a maximum amount of \$60,000 per application in this solicitation. The grant requires a 25% cash and/or in-kind match.

Anticipated Award Notification Date: 04/01/2013

Anticipated Grant Term: Start Date: 07/01/2013
Finish Date: 06/30/2014

Amount to be requested: \$45,000

Does the amount of the match requirement or other grant requirements necessitate City Council approval prior to the award? Yes X No

As the grant would be in effect for Fiscal Year 2013-2014 the grant match funding and in-kind match will be included in the Henderson Police Department's Annual Budget Request and can be approved by Council at that time.

Eligible types of match: Cash. We anticipate to budget 25% cash match.

If the match is cash, where will the match come from?

We anticipate requesting the cash match for this grant (\$15,000) as part of the 2012-2013 Police Department budget.

Is this project a cash award or X reimbursement (or drawdown)?

This project is a reimbursement account and would require a project budget and account. Reimbursements are submitted monthly.

If this is a reimbursement grant, will funds be available? Yes.

Is this project included in:

Departmental Budget	No
Capital Improvements Plan	No

This grant will be included in the Fiscal Year 2013-2014 Budget due for submission in February 2013.

Grant funds will be used for the following:

Equipment – Funding to purchase new Mobile Data Terminal/In-Car Camera Systems to replace old and outdated equipment.

How will the program be funded after the grant expires?

There will be no recurring cost for this program (other than minor equipment repairs).

If the department receives only a portion of the amount requested, how will the project be funded?

The grant application is requesting the full amount for this project.

Some additional questions to consider:

Are any other departments within the City of Henderson eligible for this funding?

No. This request is being made under Law Enforcement Funding and other City departments are not eligible.

Are any other departments within the City of Henderson willing to collaborate on this project?

We hope to use this project to provide the Code Compliance Department with more information on abandoned, junked houses as well as giving them information to enable them to expedite the closing of "nuisance" houses. We will also work with the Finance Department on water meter and water service thefts, the Fire Department on fire code compliance and the Street Department on littering/traffic engineering problems.

Will this project duplicate or compete with another service or program provided by the City of Henderson or other local agency?

No. As the primary law enforcement agency for the City of Henderson, our enforcement services are not duplicated or competitive with other agencies in this area.



Governor's Crime Commission
1201 Front Street, Suite 200
Raleigh, NC 27609
Phone: (919) 733-4564 Fax: (919) 733-4625

(Official GCC Use Only)

Grant Application

Project Number: PROJ009399

Application Review

Before your application can be submitted to GCC, the following personnel must approve the application:

Project Role	Name	Review Status
Financial Officer	Kathy Brafford	Not Reviewed
Authorizing Official	Ray Griffin	Not Reviewed
Project Director	Perry Twisdale	Not Reviewed

Application is complete. Send Review Request to Financial Officer

View My Projects

Project Review Comment History

Date	Comment By	Review Comment

Name of Project: HPD MDT/Video Interoperability Project

Committee Assignment: CRIMINAL JUSTICE SYSTEMS IMPROVEMENT

Organization Contacts and Personnel Information

Application Organization Information

Organization Name: City of Henderson
Billing Address: 134 Rose Avenue
P. O. Box 1434
City: Henderson
State: North Carolina
Zip Code: 27536-0748
Phone: (252) 431-6000
DUNS Number: 82368556
CCR Registration: No
Federal Tax ID: 566001241
Fiscal Year End Date: 06/30

Implementing Agency Information

Implementing Agency Name: City of Henderson
Address: 180 South Beckford Drive
Address 2:
City: Henderson
State: North Carolina
ZIP Code: 27536
Phone: (252) 431-6000
Fax: (252) 438-7311
For Law Enforcement Agencies
of Sworn Officers: 55

Authorizing Official: Ray Griffin

If the applicant agency is a non-profit, the Authorizing Official must be the Board Chair,
Sheriffs, Police Chiefs, and Executive Directors can not be Authorizing Officials.

Financial Officer: Kathy Brafford

If the applicant agency is a non-profit, the Financial Officer must be the Board Treasurer.

Project Director: Perry Twisdale
Captain

General Information

Program Priority: 2013 Statewide Infrastructure and Technology Improvement Initiative
(LOCAL GOVERNMENT)

Project State Date: 7/1/2013
Project End Date: 6/30/2014

US Congressional Districts:
01, 02
N.C. House Districts:
27, 32
N.C. Senate Districts:
11, 24

Population of Project Area:
17000
Project Counties:
Vance

Project Summary:

The Henderson Police Department is requesting grant funding to purchase an integrated
Mobile Data Terminal/Mobile In-Car Digital Video system.

Abstract and Narrative

Project Abstract (The Problem): Briefly describe project's purpose, identify target population, and discuss program components which address the identified problem. Include

<https://gems.nccrimecontrol.org/myprojects/gccApplication/Pages/gccApplicationReview.aspx?PID=a2b690e8-6966-e211-84ff-005056af3e6a>

1/3

local statistics to substantiate the need.

The Henderson Police Department currently has in-car video equipment that is out-dated. The units have been repaired frequently and require the vehicle to physically "plug" into a cable at the department to download. The system also does not integrate with the current Mobile Data Terminals used by the department.

Personnel & Contractual Positions - Provide an overview as to the purpose and function positions listed in the personnel and contractual categories in the budget detail contribute to the success of the project. Please note specific job duties for the positions are provided within the budget detail. Focus on the project – do not give agency history, do not repeat the abstract.

There are no Personnel or Contractual Positions in this grant.

Travel Budget – Please describe the purpose and benefit of travel items listed in the detail budget. Explain the types of travel to occur during the project period, such as the type of conference, training or meetings to be held for which travel is requested. Each travel item should be justified and explanation provided in this section. Training registrations should be listed under the travel category.

There is no Travel Budget in this grant

Supplies/Operating Budget - Provide an explanation as to the purpose items (office supplies, field supplies, printing, postage, computer software, office rent, cell phone, utilities) listed in the supply category in the budget detail contribute the success of the project. If your budget includes a general office supply line item, please upload an attachment listing each item to be purchased within the line item. Food Beverages are unallowable expenses of the Office of Justice Programs as of October, 21, 2011.

There are no Supplies or Operation costs associated with this budget

Equipment Budget – Provide an explanation as to the purpose items listed in the equipment category in the budget detail contribute to the success of the project.

The agency will purchase eight (8) Mobile Data Terminals with integrated mobile in-car video software and peripheral equipment for eight (8) vehicles.

Please identify the partners with whom you will collaborate and briefly describe how that collaboration will occur.

The agency will be providing better quality audio and video to the 9th District Attorney's Office in court cases. The MDT's will also be used to allow officers to access NCAWARE, CJLEADS, NC DCI and other online Law Enforcement databases and websites.

Please describe your efforts to assist Federal Crime Victims. To ensure local federal authorities are aware of your services, you must send a letter (current year) on your agency's letterhead to your local US ATTORNEY describing the services you provide and upload a copy in Project Attachments. You may describe any additional efforts to provide services to Federal Crime Victims. This is NOT a requirement for projects administered by Law Enforcement, Prosecution, or the Courts.

While we are not required to submit a letter we have a very close working relationship with the US Attorney's Office in North Carolina.

Project Narrative Summary: Please provide additional information about your project application.

The agency will purchase and install eight (8) integrated mobile data terminal computers with in-car mobile digital video equipment in marked patrol cars. This will allow the agency to begin the migration from our old, outdated system to a new consolidated system which can be upgraded to include License Plate Recognition.

Project Timeline of Activities:

July 2013 - Grant period starts. August 2013 - Computer/camera systems are purchased and installed in agency vehicles. December 2013 - A comparative study is made regarding the use, reliability and quality of the new systems. June 2013 - Grant ends and the agency begins the second phase of purchase of new MDT/Camera systems.

Project Goals

Goal 1 Purchase and implement an integrated Mobile Data Terminal/In-Car Camera system for eight (8) vehicles.	Goal 2
---	---------------

Project Objectives

1. Project Objective:

Purchase and install integrated mobile data computer/in-car camera systems in eight (8) vehicles.

Performance Measure:

Purchase and install integrated mobile data computer/in-car camera systems in eight (8) vehicles.

Evaluation Method:

Purchase and install integrated mobile data computer/in-car camera systems in eight (8) vehicles.

2. Project Objective:

Increase video/audio use with new systems.

Performance Measure:

Compare the overall use of the integrated systems in eight vehicles with the use of the old stand-alone in-car camera system in eight (8) vehicles to show more use and integration of the camera system with the MDT information systems.

Evaluation Method:

Compare the overall use of the integrated systems in eight vehicles with the use of the old stand-alone in-car camera system in eight (8) vehicles.

Project Sustainability Planning

Describe your formal, working sustainability plan for the project and how it will result in permanent operational funding (not GCC funding) once this grant ends.

Following the initial grant to allow the agency to purchase eight (8) new MDT/In-Car Camera systems the agency will seek local budget funds, federal grant funds and federal asset forfeiture funds in order to complete the full implementation of the new MDT/In-Car Camera system in all HPD marked patrol vehicles.

Project Budget Summary

Category	Total	Year 1 Total	Year 2 Total
EQUIPMENT	\$60,000.00	\$60,000.00	\$0.00
Total Budget:	\$60,000.00	\$60,000.00	\$0.00
(-)Match Funds:	-\$15,000.00	-\$15,000.00	-\$0.00
TOTAL FEDERAL REQUEST:	\$45,000.00	\$45,000.00	\$0.00

CRIMINAL JUSTICE SYSTEMS IMPROVEMENT - Description of Match

Matching funds may include local, state or private funds, but not other federal funds. 25 % cash match required

Describe amount and source of cash match:

Matching funds will be provided by Federal or State Asset Forfeiture funds.

Request For Match Waiver

☐ If you choose to apply for a match waiver, check this box and state the reasons below.
 Please note: A request for match waiver does not guarantee the waiver will be granted.

Budget Details

Short Description	Quantity	Unit Cost	Total
MDT/In-Car Camera Systems	8.00	\$7,500.00	\$60,000.00

Project Certifications**A. Certification of Non-Supplanting**

☒ The applicant hereby certifies that federal funds will not be used to supplant or replace funds or other resources that would otherwise have been made available for Juvenile Justice, Justice Assistance Grants, Victims of Crime Act, Violence Against Women Act, or Children's Justice projects.

B. Certification of Filing an Equal Employment Opportunity Program

☒ The project director certifies that the applicant/grantee has formulated an Equal Opportunity Program, which is dated 08/01/2012 in accordance with the Amended Equal Employment Opportunity Guidelines 28 C.F.R.42.301, et seq., Subpart E, and that it is on file in the office of:

Office: Human Resources Office

Name: Cathy Brown

Title: Human Resources Director

Address: 134 Rose Avenue Henderson NC 27536

Telephone: (252)431-6000

C. Certification of Submission of Annual Audit:

☒ The project director certifies that a copy of the annual audit (required) will be submitted to the Office of State Auditor and the Department of Crime Control and Public Safety.

D. Certification of Submission of Project Reports:

☒ The project director certifies that a completed progress report (provided in the GCC Grant Award Package) will be submitted at the end of the 12 and 24 months, or more often if requested. If required, the project director certifies that quarterly reports will be submitted.

E. Certification that Applicant is Eligible to Receive Federal Funds:

☒ The project director certifies that neither grant applicant nor any of its officers, directors or consultants are presently debarred, proposed for debarment, suspended, declared ineligible or voluntarily excluded from receiving federal funds. [If the director cannot make this certification, an explanation must be attached. If this certification cannot be provided, the applicant will not necessarily be denied participation in this program. The certification or explanation will be considered in connection with the determination by the Governor's Crime Commission as to whether or not to approve the application. However, if neither the certification nor an explanation is provided, the application will be rejected.]

F. Certification Regarding Lobbying: (for agencies receiving \$100,000 or more)

☐ The project director certifies that (1) no Federally appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any Federal agency, a member of Congress, an officer or employee of Congress, or an employee of a member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any agreement; (2) if any non-Federal funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any Federal agency, a member of Congress, an officer or employee of Congress, or an employee of a member of Congress in connection with this Federal grant, the project director shall complete and submit Standard Form #LLL, "Disclosure of Lobbying Activities," in accordance with its instructions

G. Drug Free Workplace Compliance: (for state agencies only)

☐ I (project director) certify that (1) a drug-free workplace awareness program was held on and/or will be held annually on which all grant project employees are required to attend;(2) a copy of the agenda of that program, including an attendance sheet signed by all employees, will be provided to the Governor's Crime Commission;(3) a statement will be published notifying employees that any unlawful involvement with a controlled substance is prohibited in the grantees workplace and that specific actions will be taken against employees who violate this rule;(4) all employees will receive a copy of this notice;(5) all employees must agree to abide by the statement and to notify the applicant of any criminal drug statute conviction for a violation occurring in the workplace within 5 days of the conviction;(6) within 10 days of receiving such notice, the applicant will inform the Governor's Crime Commission of an employee's conviction;(7) any employee so convicted will be disciplined or required to complete a drug abuse treatment program; and (8) the applicant will make a good faith effort to maintain a drug-free workplace, in accordance with the requirements of Title V, Secs. 5153 and 5154 of the Anti-Drug Abuse Act of 1988.

H. Certification of Compliance With General Statute 114-10.01: (for law enforcement agencies only)

☒ The project director certifies that the implementing agency is presently in compliance and will remain in compliance with the traffic stop reporting provisions of General Statute 114-10.01 for the duration of the funded project. An agency may be in compliance with the reporting provisions of General Statute 114-10.01 where traffic stops are reported to the Division of Criminal Statistics, North Carolina Department of Justice, or where the agency does not meet any of the statutory criteria requiring the reporting of stops. A listing of law enforcement agencies currently required to report traffic stop information may be found at <http://www.ncdoj.gov/AgenciesRequiredList.aspx>.

HENDERSON, CITY OF
DUNS: 082368556 CAGE Code: 4TOR8
Status: Active

180 S BECKFORD DRIVE
HENDERSON, NC, 27536-2584,
UNITED STATES

Entity Record**Entity Record**

Please see below for the entire Entity Registration record. If you would like have a copy of this list please use the **Print** button.

[PRINT](#)

DUNS Number:
D&B Legal Business Name:
Doing Business As:

082368556
HENDERSON, CITY OF
(none)

Core Data[\[Expand All\]](#) | [\[Collapse All\]](#)**Business & TIN Information:****Business Information:**

Business Start Date: 01/01/1861
Fiscal Year End Close Date: 06/30
Company Division Name:
Company Division Number:
Corporate URL: <http://www.ci.henderson.nc.us>
Congressional District:
Registration Date: 06/28/2007
Expiration Date: 09/04/2013
Renewal Date:

Physical Address:

Address Line: 180 S BECKFORD DRIVE
City: HENDERSON
State/Province: NC
Country: UNITED STATES
ZIP/Postal Code: 27536 - 2584

Mailing Address:

Address Line: 134 ROSE AVENUE
City: HENDERSON
State/Province: NC
Country: UNITED STATES
ZIP/Postal Code: 27536 - 4237

CAGE/NCAGE Code

CAGE: 4TOR8

General Information

Country of Incorporation:
State of Incorporation:

Business Types

For more information on an entity's socio-economic status please see SBA's Dynamic Small Business Search.

Government Type

City

U.S. Local Government

Entity Structure

U.S. Government Entity

Entity Type

US Local Government

Purpose of Registration

Federal Assistance Awards

Financial Information

<https://www.sam.gov/portal/public/SAM/?portal:componentId=57fe9a6b-c4e1-4068-96b9-...> 1/24/2013

Do you accept credit cards as a method of payment? No

Account Details:
DUNS+4: 0000
CAGE Code: 4TOR8

Electronic Funds Transfer:
Automated Clearing House (ACH):

Executive Compensation Questions

Proceedings Questions

Information Opt-Out

I authorize my entity's information to be displayed in SAM's Public Search: Yes

Point of Contact [\[Expand All\]](#) | [\[Collapse All\]](#)

Mandatory Point of Contact:

Accounts Receivable POC

Electronic Business POC

Title:
First Name: KATHY BRAFFORD
Middle Name:
Last Name:
US Phone: (252)430-5711
Extension:
NON US Phone:
Notes:
Address Line 1: 134 ROSE AVE
City: HENDERSON
State/Province: NC
Country: UNITED STATES
ZIP/Postal Code: 27536 - 2584

Government Business POC

Title:
First Name: KATHY BRAFFORD
Middle Name:
Last Name:
US Phone: (252)430-5711
Extension:
NON US Phone:
Notes:
Address Line 1: 134 ROSE AVENUE
City: HENDERSON
State/Province: NC
Country: UNITED STATES
ZIP/Postal Code: 27536 - 2584

Optional Point of Contact:

Title:
First Name:
Middle Name:
Last Name:
US Phone:
Extension:
NON US Phone:
Notes:
Address Line 1:
City:
State/Province:
Country:
ZIP/Postal Code:

Electronic Business Alternate POC

Title:
First Name: KIMBERLY WATKINS
Middle Name:
Last Name:
US Phone: (252)430-5711
Extension:
NON US Phone:
Notes:
Address Line 1: 134 ROSE AVE
City: HENDERSON

<https://www.sam.gov/portal/public/SAM/?portal:componentId=57fe9a6b-c4e1-4068-96b9-...> 1/24/2013

State/Province:	NC
Country:	UNITED STATES
ZIP/Postal Code:	27536 - 2584
Government Business Alternate POC	
Title:	
First Name:	KIMBERLY WATKINS
Middle Name:	
Last Name:	
US Phone:	(252)431-5711
Extension:	
NON US Phone:	
Notes:	
Address Line 1:	134 ROSE AVE
City:	HENDERSON
State/Province:	NC
Country:	UNITED STATES
ZIP/Postal Code:	27536 - 2584

SAM | System for Award Management 1.0

IBM v1.564.20130111-1646

WWW4

Note to all Users: This is a Federal Government computer system. Use of this system constitutes consent to monitoring at all times.



<https://www.sam.gov/portal/public/SAM/?portal:componentId=57fe9a6b-c4e1-4068-96b9-...> 1/24/2013

City Council Action Form

Office of City Manager
P. O. Box 1434
Henderson, NC 27536
252-430-5701



Agenda Item: _____

Council Meeting: 11 Feb 13 Regular Meeting

28 January 2013

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

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

RE: CAF 13-13

Consideration of Approval of Tax Releases and Refunds from Vance County for the Month of December 2012

Ladies and Gentlemen:

Recommendation:

- Approval of tax releases and refunds from Vance County for the month of December 2012.

Executive Summary

The Vance County Tax office submitted the following tax releases and refunds to the Finance Department for the month December 2012. These releases and refunds are found to be in order and are being recommended for approval.

Dec 2012 Tax Releases			
Name ▼	Reason ▼	Tax Year ▼	Amount ▼
Real & Personal Property			
Brodie B T Heirs	Taxes lost to foreclosure	2000	\$ 16.80
Brodie B T Heirs	Taxes lost to foreclosure	2001	\$ 16.80
Brodie B T Heirs	Taxes lost to foreclosure	2002	\$ 18.30
Brodie B T Heirs	Taxes lost to foreclosure	2003	\$ 18.30
Brodie B T Heirs	Taxes lost to foreclosure	2004	\$ 19.20
Beck J W Heirs	Taxes lost to foreclosure	2004	\$ 16.00
Beck J W Heirs	Taxes lost to foreclosure	2005	\$ 16.75
Brodie B T Heirs	Taxes lost to foreclosure	2005	\$ 20.10
Beck J W Heirs	Taxes lost to foreclosure	2006	\$ 16.75
Brodie B T Heirs	Taxes lost to foreclosure	2006	\$ 20.10
Beck J W Heirs	Taxes lost to foreclosure	2007	\$ 16.75
Brodie B T Heirs	Taxes lost to foreclosure	2007	\$ 20.10
Beck J W Heirs	Taxes lost to foreclosure	2008	\$ 16.95
Brodie B T Heirs	Taxes lost to foreclosure	2008	\$ 22.04
Beck J W Heirs	Taxes lost to foreclosure	2009	\$ 17.55
Brodie B T Heirs	Taxes lost to foreclosure	2009	\$ 22.82
Beck J W Heirs	Taxes lost to foreclosure	2010	\$ 17.55
Brodie B T Heirs	Taxes lost to foreclosure	2010	\$ 22.82
Beck J W Heirs	Taxes lost to foreclosure	2011	\$ 17.55
Brodie B T Heirs	Taxes lost to foreclosure	2011	\$ 22.83
Beck J W Heirs	Taxes lost to foreclosure	2012	\$ 17.55
Brodie B T Heirs	Taxes lost to foreclosure	2012	\$ 22.83
Canon Financial Services	CORRECT VALUE	2012	\$ 16.77
Clearton, Janet R	GOVERNMENT	2012	\$ 231.17
Hamlett Investments	CORRECT OWNERSHIP	2012	\$ 156.00
Mostly Handcrafted LLC	CORRECT VALUE	2012	\$ 444.77
Nguyen Vu Linh	CORRECT OWNERSHIP	2012	\$ (12.74)
Reddy, Sarala D	CORRECT OWNERSHIP	2012	\$ 12.74
Valdes Bonifacio Rdr	CORRECT OWNERSHIP	2012	\$ (112.41)
Vasques, Santa Ibarra	CORRECT OWNERSHIP	2012	\$ (43.59)
Woodruff Trucking Inc	CORRECT VALUE	2012	\$ 146.25
Total Releases/R & P Prop			\$ 1,255.40

Registered Vehicle			
Refunds			
Woodall, Verna	PRO-RATE	2011	\$ 2.60
Adcock, Patricia Bowes	PRO-RATE	2012	\$ 4.41
Faulkner, Roy Hurst	PRO-RATE	2012	\$ 8.74
Faulkner, Roy Hurst	PRO-RATE	2012	\$ 12.05
Hargrove, Janice	PRO-RATE	2012	\$ 2.23
Kamel, Jamie Bramen	PRO-RATE	2012	\$ 14.72
Mata, Guadalupe Zuniga	PRO-RATE	2012	\$ 1.97
Total Refunds			\$ 46.72
Registered Vehicle			
Releases			
Faines, Mary Esther	PRO-RATE	2011	\$ 2.55
Hawley, Geraldine	PRO-RATE	2011	\$ 1.14
Williams, Reginal Dar	PRO-RATE	2011	\$ 30.73
Woodard, Gerald Tobias	PRO-RATE	2011	\$ 0.73
Carroll, Doris Terry	TRANSFER OUT	2012	\$ 64.99
Henderson, Willie	CORRECT SITUS	2012	\$ 35.74
Inscoe, Michael Coy	PRO-RATE	2012	\$ 44.38
Jones, Shirley Marie	PRO-RATE	2012	\$ 6.38
Mills, Anthony Wayne	PRO-RATE	2012	\$ 42.65
NII, Athena Demetriade	CORRECT VALUE	2012	\$ 14.30
Perry, Petrina Lavette	CORRECT SITUS	2012	\$ 35.45
Richardson, Renardo	PRO-RATE	2012	\$ 35.25
White, Tracy Renee	PRO-RATE	2012	\$ 25.55
Williams, Daniel Keith	PRO-RATE	2012	\$ 16.03
Williams, Linda Branch	PRO-RATE	2012	\$ 11.75
Wright, Lattimore Ale	CORRECT SITUS	2012	\$ 104.53
Total Reg Veh Releases			\$ 472.15
			\$ -
Total Reg Veh Releases			
& Refunds			\$ 518.87
Total All Release & Refunds			\$ 1,774.27

City Council Action Form

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



Agenda Item: _____

Council Meeting: 11 Feb 13 Work Session

5 February 2013

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

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

RE: CAF: 13-21

Consideration of Approval of Resolution 13-16 Authorizing a Contract with the McGill Associates to Perform Work Associated with Grant/Loan Applications and Engineering Work for Water and Sewer Projects as Noted in the Executive Summary.

Ladies and Gentlemen:

Council Goals Addressed By This Item:

- KSO 5: Provide Reliable, Dependable Infrastructure
- KSO 8: Provide Financial Resourcing

Recommendation:

- Approval of Resolution 13-16 Authorizing a Contract with the McGill Associates to Perform Work Associated with Grant/Loan Applications and Engineering Work for Water and Sewer Projects as Noted in the Executive Summary.

Executive Summary

It is the City's desire to continue to plan and develop projects including funding to further strengthen the City's water and sewer infrastructure needs. McGill Associates is currently upgrading the CIP and the following projects have been identified which would enable the City to provide better water service, as well as continuing to replace existing sanitary sewer mains that have problems in regards to infiltration/inflow and other maintenance issues.

1. **Beckford Drive Water Main Loop** - There is only one feed for the existing 8" main from Dabney Drive to the intersection of North Park Drive. In the event of a break near Dabney Drive, a number of businesses would be without water, including a Dialysis Center, Operations Center, Shopping Centers, etc. To provide for a looped system, a new 8" main

extending from just west of Franklin Place to North Park Drive should be considered. It is approximately 3,000 linear feet at an estimated cost of \$180,000.

2. **US 158 Business Water Main Project** – This project was identified in the Hazen and Sawyer Hydraulic Analysis as a potential project to improve five flow redundancies and includes the extension of an 8” water main from Ruin Creek Road to Poplar Creek Road, a distance of approximately 10,600 linear feet at a cost of approximately \$614,800. Construction of this main would provide a second feed to the system for Huntstone, Triangle North Industrial Park and Vance-Granville Community College in the event of line failure of the Regional Water System Main between Poplar Creek Road and Ruin Creek Road on US 158 Bypass. In addition, there are potential subdivisions that would be more accessible to city water as it is understood that well problems may exist in that area.
3. **Elmwood Cemetery Sewer Main Replacement** – The Sandy Creek Pump Station project is currently under design and the force main empties into this outfall. The sewer main crossing under the CSX Railroad along Spring Street was completed in 2012 and there are additional sections along this main that are in need of rehabilitation/replacement. There are several alternatives that have been identified and are being reviewed by the staff to determine the best alternative for the sewer collection system. The cost summary for each of these alternatives is attached along with a map outlining the projects. This project was identified as a part of the Sandy Creek Flow Capacity Study prepared by O’Brien & Gere Engineers.

Enclosures

1. Resolution 13-16
2. Cost Summary
3. Project Maps

RESOLUTION 13-16

A RESOLUTION AUTHORIZING THE SUBMISSION OF VARIOUS GRANT APPLICATIONS FOR WATER AND SEWER AND UTILIZING THE FIRM OF MCGILL ASSOCIATES, P.A.

WHEREAS, the Henderson City Council identified eight Key Strategic Objectives (KSO) at its 2013 Strategic Planning Retreat; and

WHEREAS, two of the Key Strategic Objectives are addressed by this request as follows: KSO 5: Provide Reliable, Dependable Infrastructure. To provide reliable, dependable and environmentally compliant infrastructure systems; and 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; and

WHEREAS, McGill Associates has been instrumental in assisting the City in applying for low interest loans and grants; and

WHEREAS, the existing Capital Improvement Plan and Water and Sewer Rate Study prepared by McGill Associates is in the process of being updated and revised; and

WHEREAS, there are additional water and sewer projects that require locating of funding opportunities, including grants that may be available; and

WHEREAS, The City of Henderson intends to apply for various grants for projects and as noted to utilize the services of McGill Associates, P.A. to prepare the grant application and, if awarded, perform the project work; and

WHEREAS, specific grant/loan applications will be brought back to the City Council for review and consideration prior to the submission of any application, once it has been identified as well as the specific cost involved with McGill and Associates to perform this work; and

WHEREAS, the DWSR loan funds require projects to have ready to proceed status, therefore, requiring design work in conjunction with the submission of applications.

NOW THEREFORE BE IT RESOLVED, BY THE CITY COUNCIL OF THE CITY OF HENDERSON, That James D. O'Geary, Mayor is authorized to enter into a contract with McGill Associates, P.A. for the purposes of preparing the grant applications and performing the preliminary engineering reports and/or designs as required by the grant/loan applications.

The foregoing Resolution 13-16, upon motion of Council Member *** and second by Council Member *** and having been submitted to a roll call vote, received the following votes and was _____ on this the ____ day of _____ 2013: YES: NO: None. ABSTAIN: None. ABSENT: None.

James D. O'Geary, Mayor

ATTEST:

Esther J. McCrackin, City Clerk

Approved to Legal Form:

John H. Zollicoffer, Jr., City Attorney

Table 6- Summary of Project Improvements

Project I.D.	Description	US MH	DS MH	Length (feet)	Ex Diameter (inches)	Required Diameter (inches)	Trigger Scenario	Estimated Cost
Alternative 1 – Upsize Pipes								
1	This project would involve upsizing 1,750 feet of existing 15-inch sewers to 18-inch piping on S. Williams Street and E. Spring Street. There are 7 manholes to be replaced	517	515	1,750	15	18	WWF	\$653,000
2	This project would involve upsizing 3,159 feet of existing 18-inch sewers to 24-inch piping. There are 8 manholes to be replaced.	250	078	3,160	18	24	WWF	\$1,240,000
Alternative 2 – Increase Slope (maintain existing pipe size)								
1	This project would involve installing 600 feet of 15-inch sewers at an increased slope to replace the existing 15-inch sewer pipe on S. Williams Street and E. Spring Street. There are 4 manholes to be replaced.	517	593	600	15	15	WWF	\$226,000
2	This project would involve installing 1,590 feet of 18-inch sewers at an increased slope to replace the existing 18-inch sewer pipe. There are 10 manholes to be replaced.	250	10	1,590	18	18	WWF	\$630,000

2



Project 1 Pipe Imp

Project 1 MH Imp

Project 2 Pipe Imp

Project 2 MH Imp

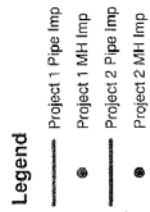
**PROJECT IMPROVEMENTS
PLAN - ALTERNATIVE 1
(UPSIZING)**



JANUARY 2012



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**PROJECT IMPROVEMENTS
PLAN - ALTERNATIVE 2
(INCREASE SLOPE)**

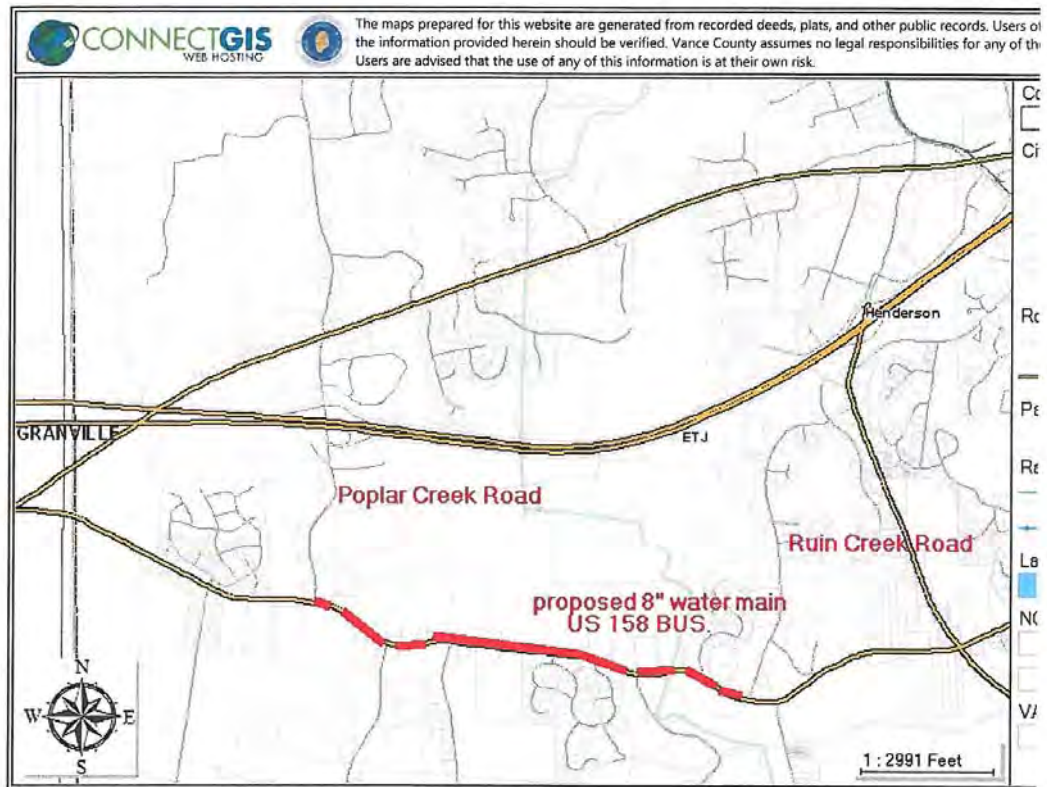
[illegible]

JANUARY 2012

O'BRIEN & GERE

This document was developed in color. Reproduction in B/W may not represent the data as intended.





http://vance.connectgis.com/DownloadFile.ashx?i=_ags_map73d393f2c1f2424982e7c3fbc... 2/7/2013

City Council Memo

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



Agenda Item: _____

Council Meeting: 11 Feb. 13 Work Session

7 February 2013

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

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

RE: **CM 13-11: Lamb and Main Street Demolition Project**

Ladies and Gentlemen:

On 10 December 2012, Council approved Ordinance 12-83, amending the Code Compliance Department's demolition budget by adding \$30,000. The additional funds are for the backlog of abandoned structures that are ready for demolition. There are 19 abandoned structures on the backlog list.

As of 28 January 2013, Kearneco Grading (demolition contractor) and AB Control, Inc. (asbestos contractor) began the demolition of 6 of the 19 abandoned structures. The 6 structures are located in the North Henderson area of the City adjacent to the former Harriet Henderson Cotton Mill and the 2005 David Street CDBG project.

The demolition project is not complete at this time; however, 5 of the 6 structures are down and contractors are in the process of hauling and bringing the properties into compliance. We expect the project to be completed by 15 February 2013, weather permitting. A power point presentation illustrating the before photos of the properties will be presented Monday evening. The presentation will also highlight when structures were ordered to be demolished by City Council, as well as the budget for this project.

Enclosure:

1. Ordinance 12-83

O R D I N A N C E 12—83

Council Member Rainey introduced the following Ordinance that was seconded by Council Member Coffey and read:

AN AMENDMENT TO THE FY 2012 – 2013 BUDGET BUDGET AMENDMENT #20

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

WHEREAS, it is necessary to amend the various revenue and expense accounts of the annual operating budget from time-to-time; *and*

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 12-83			
FUNDS: 10: General Fund			FY12-13 Budget Amendment # 20			
10: General Fund Revenues			Approved 1 Jul 12	Current Budget	Amendment	Revised
<i>Department</i>	<i>Line Item</i>	<i>Code</i>				
			\$ -	\$ -	\$ -	\$ -
			\$ -	\$ -	\$ -	\$ -
		Total	\$ -	\$ -	\$ -	\$ -
						\$ -
10: General Fund Expenditures			Approved 1 Jul 12	Current Budget	Amendment	Revised
<i>Department</i>	<i>Line Item</i>	<i>Code</i>				
660: Non-Departmental	Reserve for Demolition	10-660-509853	\$ 30,000	\$ 30,000	\$ (30,000)	\$ -
423: Code Compliance	Contracted Services	10-423-504500	\$ 19,000	\$ 19,000	\$ 30,000	\$ 49,000
			\$ -	\$ -	\$ -	\$ -
		Total	\$ 49,000	\$ 49,000	\$ -	\$ 49,000
						\$ 49,000
		Variance			\$ -	
Reference:			Notes:			
CAF # 12-148; Ord #12-83; BA # 20: 10 Dec 2012			The sanitation fee was increased by an additional \$.50 at the time of initial budget adoption to generate an additional \$30,000 to fund housing demolition. This \$30,000 was held in abeyance in the non-departmental reserve account until the status of a possible Police Dept DOJ grant which would have assisted with the demolition of the backlog of abandoned structures was determined. The grant was not approved and, therefore, we are "transferring" the \$30,000 from the Reserve for Demolition account to the Contracted Services account in the Code Compliance Dept where it will be used to assist with demolition of these abandoned structures.			

The foregoing Ordinance 12-83, upon motion of Council Member Rainey and second by Council Member Coffey and having been submitted to a roll call vote and received the following votes and was **APPROVED** on this the 10th day of December 2012: YES: Coffey, Inscoe, Rainey, Peace-Jenkins, Daeke, Brown and Daye. NO: None. ABSTAIN: None. ABSENT: Kearney

James D. O'Geary, Mayor

ATTEST:

Esther J. McCrackin, City Clerk

Reference: Minute Book 42 p. 676; CAF 12-148

**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—83 adopted by the Henderson, City Council in Regular Session on 10 December 2012 (*Minute Book 42 p 676*. This Ordinance is recorded in *Ordinance Book 8*, p. 517.

Witness my hand and corporate seal of the City, this 13th day of December 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: 11 Feb. 13 Reg. Meeting

4 February 2013

TO: Mayor O'Geary and Members of City Council

FR: Ray Griffin, City Manager

RE: CM 13-10

Re: Retreat Discussion Points Continued

Ladies and Gentlemen:

Councilmembers expressed a desire to continue discussion of key points from the Retreat. Two items that seemed to have a sense of urgency were economic development matters and use of the fund balance to balance the annual budget.

Use of Fund Balance to Balance the Budget

This was a key discussion item at the retreat and centered around concerns of continued and increasing reliance of using the undesignated fund balance to balance the budget. While the City's undesignated fund balance has grown, it has not grown to the extent it would have during the Recession years had no appropriations been made from it.

There were many suggestions made by the three discussion groups on approaches that could be used to reduce and/or eliminate draw downs on the undesignated fund balance. *(See pages 6 & 7 of 23 Jan 13 Retreat Minutes)* Since I am in the midst of FY14 Budget development, any guidance from Council on the fund balance would be appreciated.

Economic Development

Without a doubt, economic development is the key to the City's long-term sustainability. Thus, it is not surprising it was the highest priority discussion item at the Retreat. Many comments were offered as approaches to enhance current economic development efforts. One item, One-Stop Permitting, was assigned to a Performance Improvement Team (PIT CREW). Several members expressed the desire to continue discussions on this item at work sessions. *(See pages 3 & 5 of 23 Jan 13 Retreat Minutes)*

Meetings and Events Calendar

<i>Date</i>	<i>Time</i>	<i>Event</i>	<i>Location</i>
Feb 4 th	3:30 PM	<i>Henderson Planning Board</i>	City Council Chambers
Feb 5 th	3:30 PM	<i>Henderson Zoning Board of Adjustments</i>	City Council Chambers
Feb 11 th	9:30 AM	<i>KLRW Advisory Board Meeting</i>	City Hall Large Conference Room
Feb 11 th	6:00 PM	<i>City Council Regular Meeting</i>	City Council Chambers
Feb 12 th	3:00 PM	<i>Henderson Appearance Committee</i>	City Council Chambers
Feb 14 th	12:00 PM	<i>Henderson-Vance Parks & Recreation Commission</i>	Aycock Recreation Center
Feb 21 st	7:00 PM	<i>Human Relations Commission</i>	City Council Chambers
Feb 22 nd	10:00 AM	<i>Henderson-Vance E911 Advisory Board Meeting</i>	E 911 Operations Center
Feb 25 th	6:00 PM	<i>City Council Meeting Work Session to Follow</i>	City Council Chambers
Mar 4 th	3:30 PM	<i>Henderson Planning Board</i>	City Council Chambers
Mar 5 th	3:30 PM	<i>Henderson Zoning Board of Adjustments</i>	City Council Chambers
Mar 11 th	5:00 PM	<i>Library Board of Trustees</i>	H. Leslie Perry Memorial Library Board Room
Mar 11 th	6:00 PM	<i>City Council Regular Meeting</i>	City Council Chambers
Mar 12 th	3:00 PM	<i>Henderson Community Appearance Commission</i>	City Council Chambers
Mar 14 th	12:00 PM	<i>Henderson-Vance Park & Recreations Commission</i>	Aycock Recreation Center
Mar 21 st	7:00 PM	<i>Human Relations Commission</i>	City Council Chambers
Mar 25 th	6:00 PM	<i>City Council Meeting Work Session to Follow</i>	City Council Chambers
Mar 29 th	City Hall Closed	<i>Good Friday</i>	<i>City Hall Closed</i>
Mar 29 th	10:00 AM	<i>Henderson-Vance E911 Advisory Board Meeting</i>	E 911 Operations Center
April 1 st	3:30 PM	<i>Henderson Planning board</i>	City Council Chambers
April 2 nd	3:30 PM	<i>Henderson Zoning Board of Adjustment</i>	City Council Chambers
April 8 th	6:00 PM	<i>City Council Regular Meeting</i>	City Council Chambers
April 9 th	3:00 PM	<i>Henderson Community Appearance Commission</i>	City Council Chambers
April 11 th	12:00 PM	<i>Henderson-Vance Park & Recreations Commission</i>	Aycock Recreation Center

Last Updated: 2/8/2013 2:28 PM



Henderson Fire Department

211 Dabney Drive
Henderson, North Carolina 27536
Phone: (252) 438-7315
Fax: (252) 438-1460

Daniel E. Wilkerson
Fire Chief

TO: RAY GRIFFIN, CITY MANAGER
FROM: DANIEL E. WILKERSON, FIRE CHIEF
DATE: FEBRUARY 4, 2013

FIRE SUPPRESSION AND RESCUE ACTIVITY REPORT FOR: January 2013

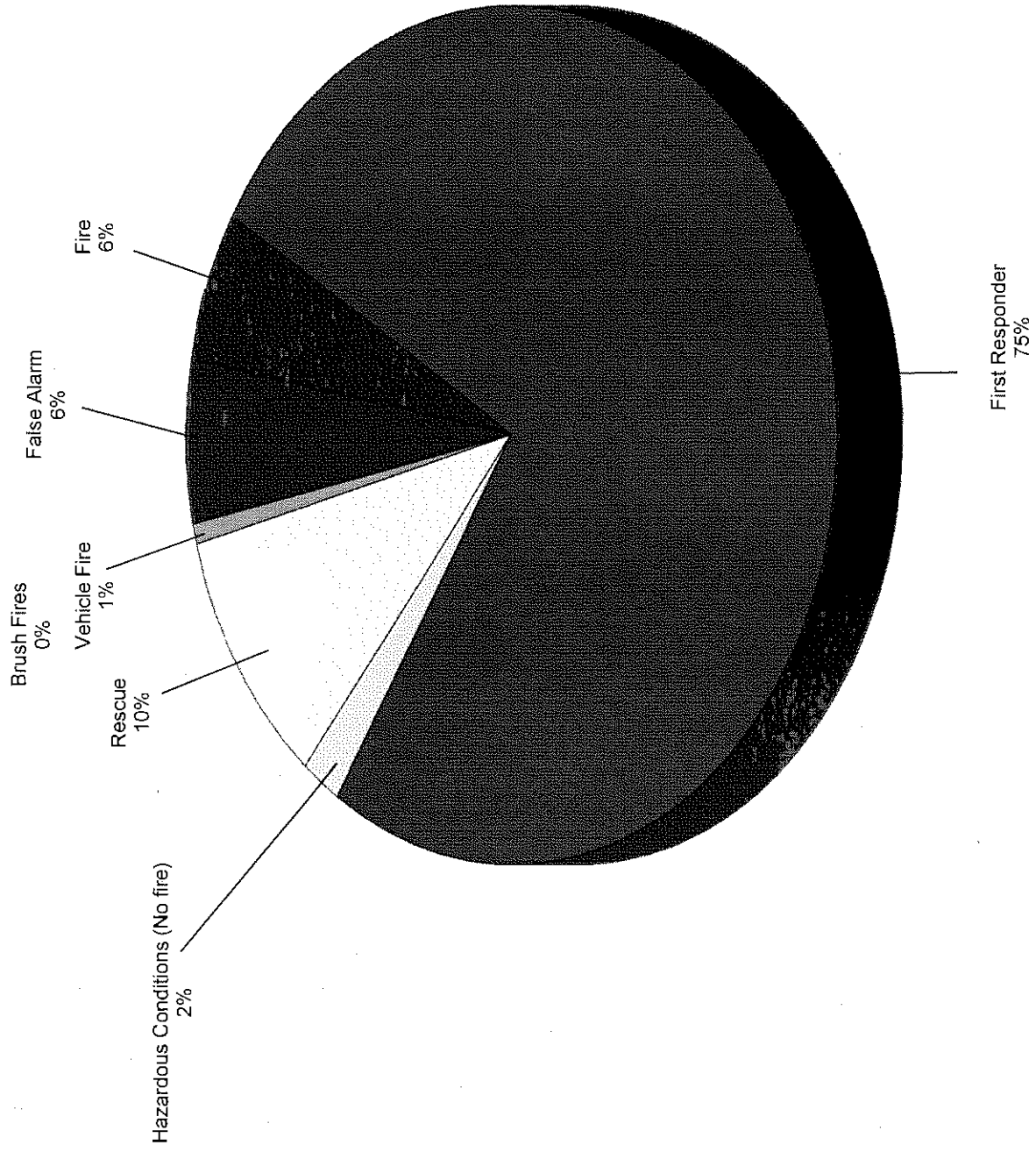
TYPE OF CALL	PRESENT MONTH	PREVIOUS MONTH	YEAR-TO-DATE
PRIVATE DWELLINGS (1 or 2 Family), Including Mobile Homes	5		5
APARTMENTS (3 or More Families)	3		3
HOTELS AND MOTELS	0		0
ALL OTHER RESIDENTIAL (Dormitories, Boarding Houses, Tents, etc.)	0		0
PUBLIC ASSEMBLY (Church, Restaurant, Clubs, etc.)	0		0
SCHOOLS AND COLLEGES	0		0
HEALTH CARE AND PENAL INSTITUTIONS (Hospitals, Nursing Homes, Prisons, etc.)	0		0
STORES AND OFFICES	0		0
INDUSTRY, UTILITY, DEFENSE, LABORATORIES, MANUFACTURING	0		0
STORAGE IN STRUCTURES (Barns, Vehicle storage Garages, General Storage, etc.)	0		0
OTHER STRUCTURES (Outbuildings, Bridges, etc.)	0		0
WORKING STRUCTURE FIRE	1		1
FIRES IN HIGHWAY VEHICLES (Autos, Trucks, Buses, etc.)	2		2
FIRES IN OTHER VEHICLES (Planes, Trains, Ships, Construction or Farm Vehicles)	0		0

FIRE OUTSIDE OF STRUCTURES WITH VALUE INVOLVED, BUT NOT VEHICLES (Outside Storage, Crops, Timber, etc.)	0		0
FIRES IN BRUSH, GRASS, WILD LAND (Excluding Crops and Timber) With No Value Involved	0		0
FIRES IN RUBBISH, INCLUDING DUMPSTERS (Outside structures), With No Value Involved	1		1
ALL OTHER FIRES	0		0
RESCUE	26		26
FIRST RESPONDER	198		198
FALSE ALARM RESPONSES (Malicious or Unintentional False Calls, Malfunctions, Bomb Scares)	16		16
MUTUAL AID OR ASSISTANCE RESPONSES	1		1
HAZARDOUS MATERIALS RESPONSES (Spills, Leaks, etc.)	2		2
OTHER HAZARDOUS RESPONSES (Arcing wires, Bomb Removal, Power Line Down, etc.)	3		3
ALL OTHER RESPONSES (Smoke Scares, Lock-Outs, Animal Rescues, etc.)	4		4
TOTALS	262	0	262

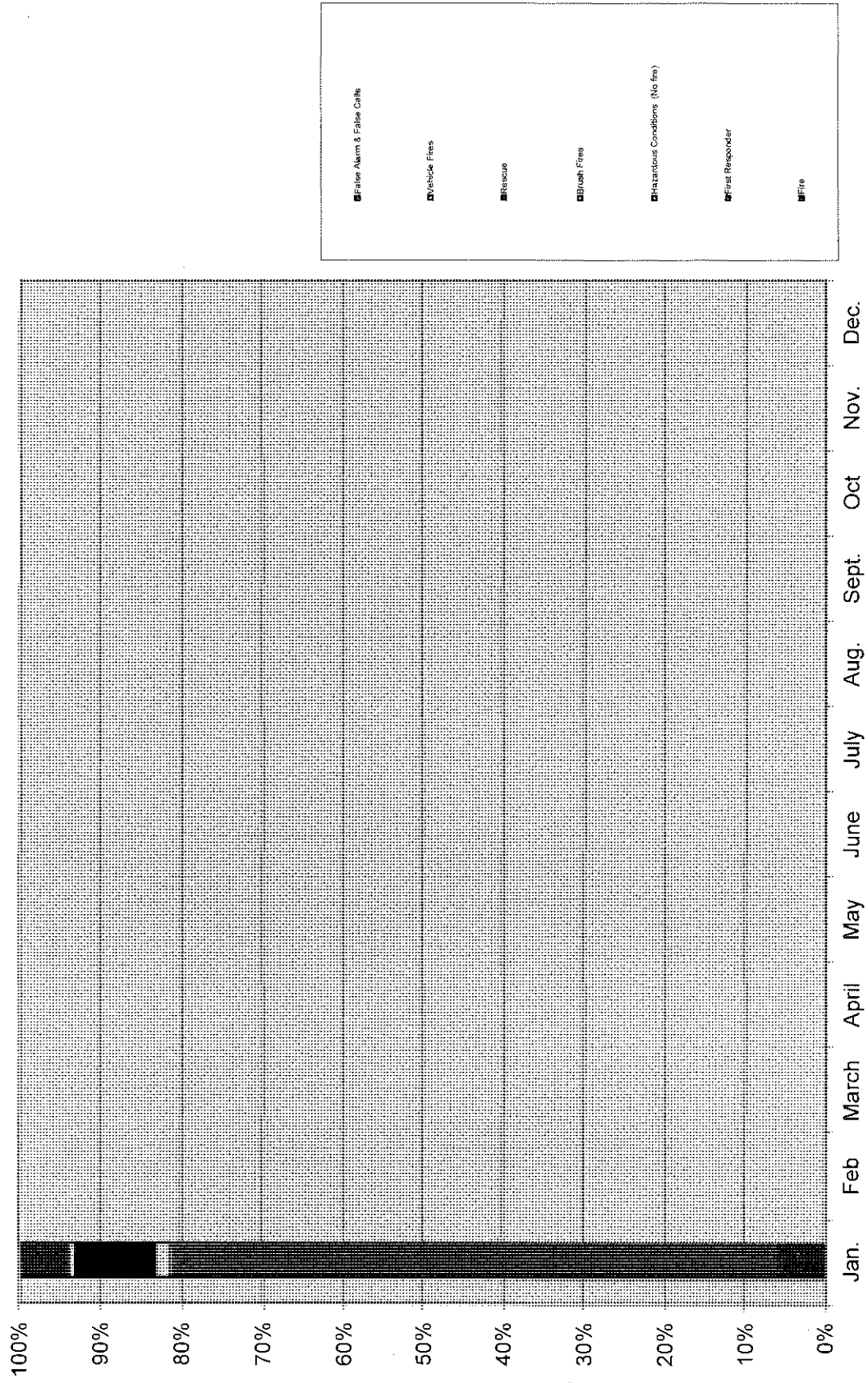
	PRESENT MONTH	PREVIOUS MONTH	YEAR-TO-DATE
Total Fire Incidents With Property and/or Contents Loss	5		5
Total of Property and Contents Value Saved	\$ 311,617.00		\$ 311,617.00

	PRESENT MONTH	PREVIOUS MONTH	YEAR-TO-DATE
FIRE CASUALTIES FIREFIGHTER-DEATH	0		0
FIRE CASUALTIES FIREFIGHTER - INJURIES	0		0
FIRE CASUALTIES CIVILIAN - DEATH	0		0
FIRE CASUALTIES CIVILIAN - INJURIES	2		2

Incident Summary For January 2013



YEAR TO DATE SUMMARY BY MONTH FOR 2013



INSPECTION ACTIVITIES REPORT FOR:
January, 2013

INSPECTIONS	PRESENT MONTH	PREVIOUS MONTH	YEAR-TO-DATE
ASSEMBLY	6		6
BUSINESS	11		11
EDUCATIONAL	0		0
HAZARDOUS	0		0
INDUSTRIAL	1		1
INSTITUTIONAL	2		2
MERCANTILE	6		6
RESIDENTIAL	2		2
STORAGE	0		0
DAY CARE	2		2
HOME CARE	0		0
FOSTER CARE	0		0
VACANT	0		0
TOTALS	30	0	30

	PRESENT MONTH	PREVIOUS MONTH	YEAR-TO-DATE
CODE VIOLATIONS	66		66
FOLLOW UP INSPECTIONS	5		5

FIRE PREVENTION ACTIVITY REPORT FOR YEAR OF: 2013

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEPT	OCT	NOV	DEC	TOTALS
Service Calls to Residents	18												18
Home Inspections / Door Hanger Follow Ups	8												8
Smoke Alarms Installed	5												5
Batteries Installed in Smoke Alarms	7												7
Fire Extinguisher Classes	0												0
School / Daycare Presentations	3												3
Community / Civic Group Presentations	2												2
Station Tours	1												1
Total Participants in Fire & Life Safety Programs	600												600
Community / Business Displays	0												0
Child Safety Seat Clinics	0												0
Child Safety Seats Inspected	12												12
Child Safety Seats Distributed	2												2

MONTHLY CITATION REPORT FOR THE MONTH OF: JANUARY 2013

LOCATION	CURRENT MONTH FIRE LANE	CURRENT MONTH HANDICAPPED	LAST MONTH FIRE LANE	LAST MONTH HANDICAPPED	YEAR TO DATE
Cardinal Plaza					0
Compare Foods					0
Crossroads Shopping Center					0
Dabney Shopping Center					0
Dabney West Mall					0
Golden Corral					0
Guardian Care					0
Henderson Mall					0
Henderson Square					0
Lowe's	1				1
Maria Parham Hospital					0
Market Place					0
Northside Plaza					0
Oak St					0
Rose's Norlina Rd					0
Staples					0
Vance County Courthouse					0
Vance Medical Arts Bldg					0
Vance Square					0
Village Square					0
Wal Mart					0
Walgreens					0
TOTALS	1	0	0	0	1

TRAINING DIVISION PRODUCTIVITY - JANUARY 2013

Henderson Fire Department

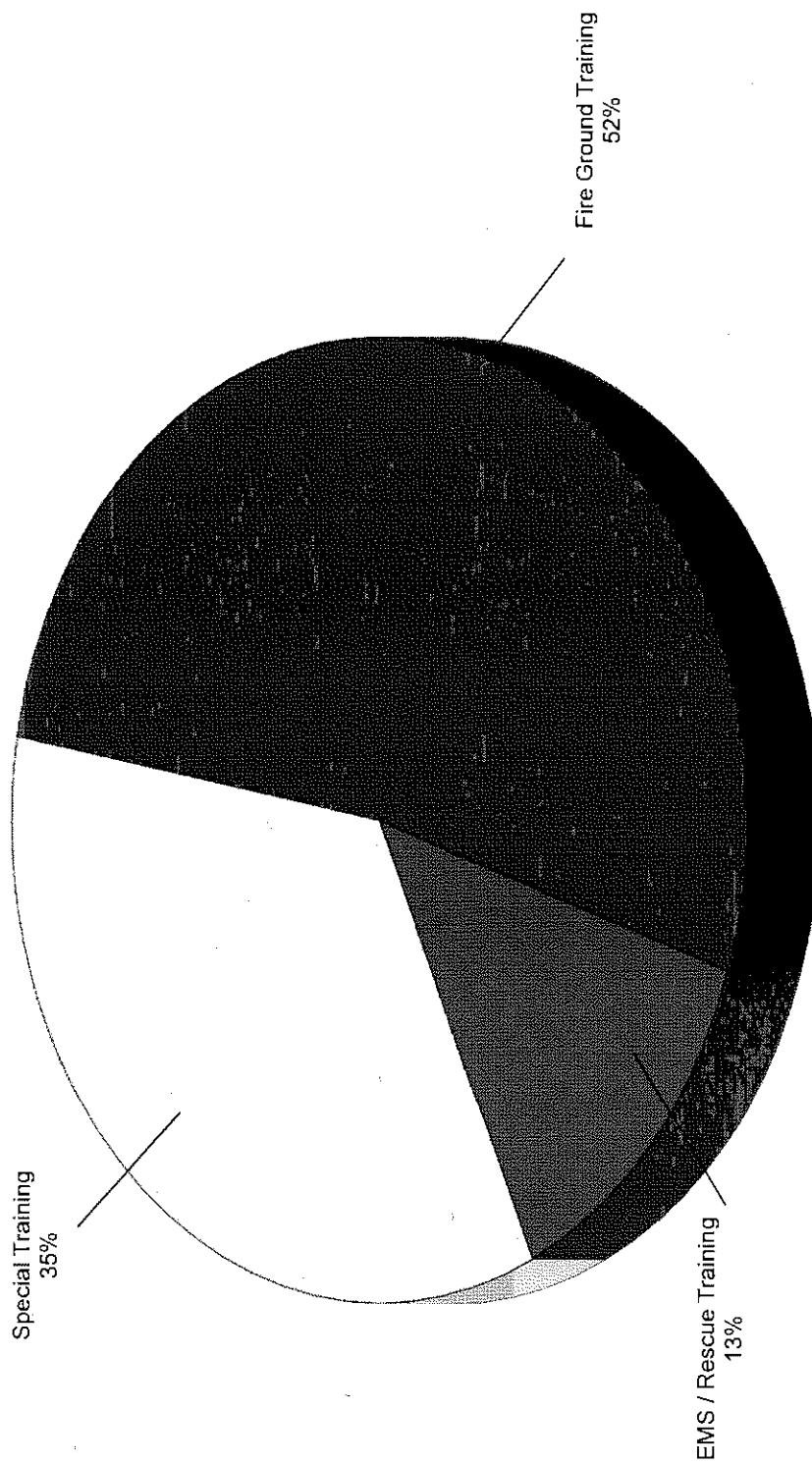
Types of Courses Taught	Course Hours Taught	Man-hours of Training
Fire Ground Training	78	512.5
EMS / Rescue Training	12	128
Special Training	31	340

Totals	121	980.5
--------	-----	-------

	Course Hours Taught	Man-hours of Training
PREVIOUS MONTH TOTAL	0	0

YEAR - TO - DATE TOTAL	121	980.5
------------------------	-----	-------

Training Hours by Category - January 2013



Fire Department Regulatory Compliance

The Fire Department has met all regulatory compliance items for the month of January, 2013

HENDERSON-VANCE COUNTY 911
NUMBER OF CALLS REPORT BY COMPLAINT (ALL UNITS)
TIME PERIOD: 12/21/2012 09:00:00 Through 01/20/2013 23:59:59

TOTAL 4,957

DEPARTMENT	COMMENT	TOTAL	COUNTY	CITY	STATE	OTHER
DATA WITH NO DEPARTMENT						
AFTON VOLUNTEER FIRE DEPARTMENT	County VFD Dispatch	205				
AMERICAN RED CROSS	Other Dispatch	0	0			205
BEARPOND VOLUNTEER FIRE DEPARTMENT	County VFD Dispatch	1				
COKEBURY VOLUNTEER FIRE DEPARTMENT	County VFD Dispatch	38	38			1
CSX RAILROAD	Other Dispatch	20	20			
DREWRY VOLUNTEER FIRE DEPARTMENT	County VFD Dispatch	0				
EMBARQ	Other Dispatch	18	18			0
EPSOM VOLUNTEER FIRE DEPARTMENT	County VFD Dispatch	0				
HENDERSON FIRE DEPARTMENT-STA 1	City Dispatch	14	14			0
HENDERSON FIRE DEPARTMENT-STA 2	City Dispatch	329		329		
HENDERSON POLICE DEPARTMENT	City Dispatch	133		133		
HENDERSON STREET DEPT	City Dispatch	2,554		2,554		
HENDERSON WATER DEPARTMENT	City Dispatch	2		2		
HICKSBORO VOLUNTEER FIRE DEPARTMENT	County VFD Dispatch	33		33		
KITTRELL VOLUNTEER FIRE DEPARTMENT	County VFD Dispatch	26	26			
NORTH CAROLINA DEPT OF PARKS	State Dispatch	16	16			
NORTH CAROLINA DEPT OF TRANSPORTATION	State Dispatch	0				
NORTH CAROLINA DIVISION OF MOTOR VEHICLES	State Dispatch	8			0	
NORTH CAROLINA FORESTRY SERVICE	State Dispatch	0			8	
NORTH CAROLINA MAGISTRATE OFFICE	State Dispatch	6			0	
NORTH CAROLINA MEDICAL EXAMINER	State Dispatch	0			6	
NORTH CAROLINA PROBATION & PAROLE	State Dispatch	0			0	
NORTH CAROLINA STATE HIGHWAY PATROL	State Dispatch	0			0	
NORTH CAROLINA UNDERWATER RECOVERY	Other Dispatch	51			0	
NORTH CAROLINA WILDLIFE	State Dispatch	0			51	
PROGRESS ENERGY	Other Dispatch	1			0	
PUBLIC SERVICE GAS	Other Dispatch	10			1	
RIDGEWAY VOLUNTEER FIRE DEPARTMENT	County VFD Dispatch	0				10
TOWNSVILLE VOLUNTEER FIRE DEPARTMENT	County VFD Dispatch	1	1			0
VANCE COUNTY AMBULANCE SERVICE (EMS)	City & County Dispatch-actual	23	23			
VANCE COUNTY ANIMAL CONTROL	County Dispatch	593	247	342		
VANCE CO DEPT OF SOCIAL SERVICES	County Dispatch	78	78			4
VANCE COUNTY EMERGENCY MANAGEMENT	City & County Dispatch	0	0			
VANCE COUNTY FIRE DEPARTMENT	County Dispatch/FIRE	4	4			
VANCE COUNTY RESCUE SQUAD	County Dispatch	143	143			
VANCE COUNTY SHERIFF DEPARTMENT	County Dispatch	34	34			
WAKE ELECTRIC COOPERATIVE	Other Dispatch	1,554	1,554			
WATKINS VOLUNTEER FIRE DEPARTMENT	County VFD Dispatch	0				
TOTALS		5,905	2,226	3,393	66	220

Signature: Carey D. Thompson
Prepared by: Carey D. Thompson, 911 Database Coordinator

Signature: Brian K. Short
Reviewed by Brian K. Short, Director
01/30/2013

HENDERSON-VANCE CO 911

Number Of Calls Report by Department (All Units)

First Date: 12/21/2012

Jurisdiction: HEN-VAN

Last Date: 01/20/2013

	<i>Department</i>	<i>Number</i>
1	Data with no Department.	205
2	ARC	1
3	BVFD	38
4	CVFD	20
5	DOT	8
6	DSS	1
7	DVFD	18
8	EM	4
9	EMS	593
10	EVFD	14
11	FOR	6
12	HFD1	329
13	HFD2	133
14	HPD	2554
15	HVFD	26
16	KVFD	16
17	PE	10
18	RIDG	1
19	SHP	51
20	STRE	2
21	TVFD	23
22	VCAC	78
23	VCFD	143
24	VCR	34
25	VCSO	1554
26	WATE	33
27	WILD	1
28	WVFD	10

Total: 4957

A call with multiple Departments assigned will be counted in the group total for each of these Departments, therefore such calls will be counted more than once. For this reason, the total number of calls may not equal the sum of the group totals

HENDERSON-VANCE CO 911

Number Of Calls Report by Complaint

Jurisdiction: HEN-VAN

First Date: 12/21/2012

Last Date: 01/20/2013

Complaint		Number
911HU	911 HANG UP CALL	81
ABDOM-EMD	ABDOMINAL PAIN OR PROBLEMS	19
ABNV	ABANDONED VEHICLE	1
ACC-PD	ACCIDENT PROPERTY DAMAGE	85
ACC-PI	ACCIDENT PERSONAL INJURY	31
ALARM	ALARM RESIDENCE OR BUSINESS	260
ALARMFALSE	ALARM FALSE	111
ALARMMED	ALARM MEDICAL	9
ALLERG-EMD	ALLERGIC REACTION / ENVENOMATIC	5
ANIMAL-EMD	ANIMAL BITE / ATTACK	2
ANIM	ANIMAL COMPLAINT/VISCIOUS ANIMAL	70
ARMED SUSP	ARMED SUSPECT (MAN WITH A GUN)	14
ARRE	ARREST	6
ASAG	ASSIST OTHER AGENCY	17
ASMO	ASSIST MOTORIST	55
ASSAULT-EMD	ASSAULT OR SEXUAL ASSAULT - IN PI	2
ASSAULT-EMD	ASSAULT OR SEXUAL ASSAULT	56
BACKPAIN-EMD	BACK PAIN (NON-TRAUMATIC)	4
BE MV	BREAKING AND ENTERING TO A MOTOC	19
BON	BONDING	25
BREATH-EMD	BREATHING PROBLEMS	84
BURG-IP	BURGULARY/B&E IN PROGRESS	14
BURGLARY	BURGLARY	76
CAR	CARELESS AND RECKLESS DRIVER	19
CARDIAC-EMD	CARDIAC/RESPIRATORY ARREST OR	25
CHASE	CHASE	2
CHESTPAI-EMD	CHEST PAIN	60
CHOKING-EMD	CHOKING	2
CIVDIS	CIVIL DISPUTE	79
COMTHR	COMMUNICATING THREATS	7
CONTROLBURN	CONTROLLED BURN	1
CONVULS-EMD	CONVULSIONS / SEIZURES	32
DIABETIC-EMD	DIABETIC PROBLEMS	20
DIRTRF	DIRECTING TRAFFIC/TRAFFIC CONTR	5
DISO	DISORDERLY PERSON	77
DOMEIP/W	DOMESTICE DISPUTE - IN PROGRESS	2
DOM-PROB	DOMESTIC PROBLEM	78
DRUGALC	DRUG OR ALCOHOL COMPLAINT	15
DRUNKDRIV	DRUNK DRIVER	8
DVO	DOMESTIC VIOLENCE ORDER	29
EMERG TRANS	EMERGENCY TRANSPORT	4
ESCO	ESCORT	211
EVICION	EVICION CARRIED OUT	18
EYE PROB-EMD	EYE PROBLEMS / INJURIES	1
FALLS-EMD	FALLS (SUBJECT FALLEN)	49
FIGHT	FIGHT	24
FIRE AL	FIRE ALARM	25
FIRE BRU	BRUSH/GRASS FIRE	5
FIRE CHIM	CHIMNEY FIRE	1
FIRE ELEC	ELECTRICAL FIRE	6
FIRE SMOKE	SMOKE REPORT	13
FIRE STRUC	STRUCTURE FIRE	15

HENDERSON-VANCE CO 911

Number Of Calls Report by Complaint

Jurisdiction: HEN-VAN

First Date: 12/21/2012

Last Date: 01/20/2013

<i>Complaint</i>		<i>Number</i>
FIRE VEHI	VEHICLE FIRE	7
FIRE WOODS	WOODS FIRE	1
FRAUD	FRAUD/FORGERY	23
GASLEA	GAS LEAK	3
HARR	HARRASSMENT/THREATS	35
HEADACHE-EMD	HEADACHE	4
HEART-EMD	HEART PROBLEMS - AICD	10
HEMORR-EMD	HEMORRHAGE / LACERATION	14
HOMEINV	HOME INVASION	1
HRPD	HIT & RUN PD	17
HRPI	HIT & RUN PI	1
ILL-DUMP	ILLEGAL DUMPING	43
INDEXPO	INDECENT EXPOSURE	2
INSPECTION	FIRE INSPECTION	20
INTPERS	INTOXICATED PERSON	19
INVE	INVESTIGATE ---- AT	828
IPV	IMPROPERLY PARKED VEHICLE	11
JUV	JUVENILE PROBLEMS	42
LARCIP	LARCENY IN PROGRESS	4
LARC	LARCENY - ALREADY OCCURRED	135
LOIT	LOITERING COMPLAIN	8
LOST	LOST PROPERTY	6
LOUD	LOUD MUSIC	54
MEDICAL	MEDICAL	12
MEN	MENTAL SUBJECT	79
MISS	MISSING PERSON	8
OPEN	OPEN DOOR/WINDOW	9
OVERDOSE-EMD	OVERDOSE / POISONING (INGESTION)	6
PDAMG	PROPERTY DAMAGE ALREADY OCCUR	60
PREGNANT-EMD	PREGNANCY/CHILDBIRTH/MISCARRIA	6
PROW	PROWLER	32
RAPE	RAPE	2
RECFPI	RECOVERED/FOUND PROPERTY	16
ROBARM	ROBBERY ARMED	7
RUN	RUNAWAY	7
SHOP	SHOPLIFTER	19
SHOTS	SHOTS FIRED	105
SICK-EMD	SICK PERSON	119
STABBING-EMD	STABBING / GUNSHOT / PENETRATING	6
STOLV-IP	STOLEN VEHICLE IN PROGRESS	1
STOLV	STOLEN VEHICLE	6
STROKE-EMD	STROKE (CVA)	10
SUBINCUS	SUBJECT IN CUSTODY	8
SUMMONS	CIVIL / CRIMINAL SUMMONS	37
SUPSUB	SUSPICIOUS SUBJECT	98
SURR	SURRENDER	7
SUSVEH	SUSPICIOUS VEHICLE	114
TEST	TEST CALL	93
Traffic Stop	VEHICLE STOP	522
TRANSPORT	TRANSPORT	2
TRAUMA-EMD	TRAUMATIC INJURY (SPECIFY IN NARR)	1
TREEDWN	TREE DOWN	3

HENDERSON-VANCE CO 911

Number Of Calls Report by Complaint

Jurisdiction: HEN-VAN

First Date: 12/21/2012

Last Date: 01/20/2013

<i>Complaint</i>		<i>Number</i>
TRES	TRESPASSING SUSPECT	74
UNAUTHVEH	UNAUTHORIZED USE VEHICLE	7
UNCONC-EMD	UNCONCIOUS / FAINTING OR NEAR	32
UNKNOWN-EMD	UNKNOWN PROBLEM (MAN DOWN)	2
WARRANT	WARRANT	245
WATER	WATER RELATED PROBLEM	35

Report Total: 4957