



AGENDA

Henderson City Council Regular Meeting

Monday 11 August 2014, 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. Inscoe
Councilmember D. Michael Rainey

Councilmember Brenda Peace-Jenkins
Councilmember Garry D. Daeke
Councilmember Fearldine A. Simmons
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) 28 July 2014 Short Regular and Work Session Meeting [See Notebook Tab 1]*

VII. PRESENTATIONS/RECOGNITIONS

- a) Recognition of Retiree Lt. Irvin Robinson*

VIII. PUBLIC HEARING

- a) Consideration of Approval of Resolution 14-02-A, Authorizing the Resubmission of an Application for the North Carolina Department of Environment and Natural Resources (NCDENR) Division of Water Infrastructure for a CDBG Infrastructure Project. (CAF 14-10-E)[See Notebook Tab 2]*

- Resolution 14-02-A

IX. PUBLIC COMMENT PERIOD ON 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

X. NEW BUSINESS

- a) Consideration of Approval of Resolution 14-52, Designating the Henderson Police Department Training Center Open Shelter Area as the Lt. Irvin Wheeler Robinson, Jr. Recreation Shelter. (CAF 14-90) [See Notebook Tab 3]*

- Resolution 14-52

³ **Citizen Comment Guidelines for Agenda Items**

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
- 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.

- b)** Consideration of Approval of Resolution 14-67, Authorizing a Lease Agreement Between the Holy Innocents Episcopal Church and City of Henderson for the Use of Breckenridge Park Located at the Corner of Breckenridge Street and Walnut Street for Recreational Purposes. (CAF 14-86) [See Notebook Tab 4]
- Resolution 14-67
- c)** Consideration of Approval of Ordinance 14-36, Amending Section 7-79.0, Section 7-79.1, Section 7-79.2 and Section 7-83 of the City Code Relative to Changing Certain Parking Regulations Because of Changing Conditions. (CAF 14-75) [See Notebook Tab 5]
- Ordinance 14-36
- d)** Consideration of Approval of Resolution 14-50, Providing for the Disposition of Jointly Held Property by the City and County Otherwise Identified as 306 Main Street, Tax Parcel #0061-05019. (CAF 14-88) [See Notebook Tab 6]
- Resolution 14-50

XI. CONSENT AGENDA

All matters listed under the Consent Agenda have either been previously discussed by City Council during a previous meeting and/or are considered in the ordinary course of business by the City Council and will be enacted-on by one motion and a roll call vote in the form listed. If discussion is desired by either the Council or the Audience, the item in question will be removed from the Consent Agenda and considered separately after the revised consent agenda has been approved.

- a)** Consideration of Approval of Ordinance 14-37 Revising the City Code to Appropriately Reflect City Council Committees. (CAF 14-79) [See Notebook Tab 7]
- Ordinance 14-37
- b)** Consideration of Approval of Resolution 14-39-A, Accepting the 2014 BJA Grant in the amount of \$16,935; and Ordinance 14-39, FY15 Budget Amendment #3, Establishing the 2014 BJA Grant Project Budget. (CAF 14-61-A) [See Notebook Tab 8]
- Resolution 14-39-A
 - Ordinance 14-39

XII. PUBLIC COMMENT PERIOD ON NON-AGENDA ITEMS

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XIII. REPORTS

- a)** Mayor/Mayor Pro-Tem (No Report)
- b)** City Manager (No Report)
- c)** City Attorney (No Report)
- d)** City Clerk
 - i. Meeting and Events Calendar *[See Notebook Tab 9]*
 - ii. Reports
 - Fire Department July Report

XIV. CLOSED SESSION

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

XV. ADJOURNMENT

⁴ **Citizen Comment Guidelines for Non-Agenda Items**

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- 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
- 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.

City Council Minutes - DRAFT

Short Regular Meeting and Work Session

28 July 2014

PRESENT

Mayor James D. O'Geary, Presiding; and Council Members James C. Kearney, Sr., Sara M. Coffey, Michael C. Inscoe, Brenda Peace-Jenkins, Garry D. Daeke, Fearldine A. Simmons, and George M. Daye.

ABSENT

Council Members D. Michael Rainey and Garry D. Daeke

STAFF PRESENT

City Manager Ray Griffin, City Attorney John Zollicoffer, City Clerk Esther J. McCrackin, Assistant City Manager Frank Frazier, Finance Director Kathy Brafford, Engineering Director Clark Thomas, Code Compliance Director Corey Williams and Interim Recreation and Parks Director Steve Osborne.

CALL TO ORDER

The 28 July 2014 Short Regular Meeting and Work Session of the Henderson City Council was called to order by Mayor James D. O'Geary at 6:02 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 County Commissioner Hester and other guests and said it is always good to have citizens present.

ADJUSTMENTS TO/APPROVAL OF AGENDA

Mayor O'Geary asked if there were any adjustments to the Agenda. Council Member Inscoe moved to accept the Agenda as presented. Motion seconded by Council Member Coffey and unanimously approved.

APPROVAL OF MINUTES

Mayor O'Geary asked for any corrections to and/or approval of the minutes. Council Member Peace-Jenkins moved the approval of the 14 July 2014 Regular Meeting minutes as presented. Motion seconded by Council Member Daye, 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

Approving Four Rivers Resource, Conservation & Development Council's (RC&D) Application for Trail Work at Fox Pond. *(Reference: CAF 14-65; Resolution 14-65)*

City Manager Griffin explained Mr. Tom Potter, from Four Rivers RC&D, approached the City as it would once again like to apply for a grant to complete the trail loop at Fox Pond Park. If awarded, RC&D is asking for \$5,000 from both the County and City. The County has agreed to contribute the requested \$5,000 match and if the application is approved, the City can take \$5,000 from the General Fund Balance or part of both the City and County monies could come from Recreation and Parks. Mr. Griffin reminded Council a final approval will be necessary if awarded, and a decision on where to take the \$5,000 can be made at that time.

Council Member Inscoe asked for the Balance of the Recreation & Parks Trust Fund. Mr. Griffin apologized for not providing this previously requested information; however, Finance Director Brafford said she believed the fund has \$17,000-\$18,000.

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

Motion was made by Council Member Inscoe to approve Resolution 14-65, *Approving Four Rivers Resource, Conservation & Development Council's (RC&D) Application for Trail Work at Fox Pond*. Motion seconded by Council Member Peace-Jenkins and APPROVED by the following vote: YES: Kearney, Coffey, Inscoe, Peace-Jenkins, Simmons and Daye. NO: None. ABSTAIN: None. ABSENT: Rainey and Daeke. *(See Resolution Book 4, p 77)*

Tax Releases and Refunds from Vance County for the Month of June 2014. (Reference: CAF 14-77)

City Manager Griffin said this is a routine matter and no exceptions were noted by Finance Director Brafford. The June tax releases and refunds are found below:

Jenkins, Sondra J. & Others	Taxes lost to foreclosure	2008	29.38
McDougal, Nezzie	Taxes lost to foreclosure	2008	29.38
Merritt, James	Taxes lost to foreclosure	2008	233.45
Voegeli, Becky L	Demo lien & Admin fees lost to foreclosure	2008	12,274.00
Jenkins, Sondra J. & Others	Taxes lost to foreclosure	2009	30.42
Martin, Joyce B	Taxes lost to foreclosure	2009	27.67
McDougal, Nezzie	Taxes lost to foreclosure	2009	30.42
Merritt, James	Taxes lost to foreclosure	2009	241.72
Voegeli, Becky L	Taxes lost to foreclosure	2009	119.16
Jenkins, Sondra J. & Others	Taxes lost to foreclosure	2010	30.42
Martin, Joyce B	Taxes lost to foreclosure	2010	27.67
McDougal, Nezzie	Taxes lost to foreclosure	2010	30.42
Merritt, James	Taxes lost to foreclosure	2010	241.72
Rogers, John C	Sold to Redevelopment Commission/Government	2010	184.57
Voegeli, Becky L	Taxes lost to foreclosure	2010	119.16
Jenkins, Sondra J. & Others	Taxes lost to foreclosure	2011	30.42
McDougal, Nezzie	Taxes lost to foreclosure	2011	30.42
Merritt, James	Taxes lost to foreclosure	2011	241.67
Voegeli, Becky L	Taxes lost to foreclosure	2011	119.15
Alston, Donald	Pers. Prop. Billed in error	2012	34.78
Jenkins, Sondra J. & Others	Taxes lost to foreclosure	2012	30.42
Martin, Joyce B	Taxes lost to foreclosure	2012	27.66
McDougal, Nezzie	Taxes lost to foreclosure	2012	30.42
Merritt, James	Taxes lost to foreclosure	2012	241.67
Voegeli, Becky L	Taxes lost to foreclosure	2012	449.15
Alston, Donald	Pers. Prop. Billed in error	2013	36.86
Carolina Power & Light	State Assessed	2013	5,452.83
Jenkins, Sondra J. & Others	Taxes lost to foreclosure	2013	32.24
Martin, Joyce B	Taxes lost to foreclosure	2013	29.31
McDougal, Nezzie	Taxes lost to foreclosure	2013	32.24
Merritt, James	Taxes lost to foreclosure	2013	256.12
Voegeli, Becky L	Taxes lost to foreclosure	2013	486.28
Total R&P Property Releases			\$ 22,091.53
Real & Personal Property			
Refunds			\$0.00
Total R & P Property Refunds			\$0.00
Total R&P Prop. Rel. & Ref.			\$ 22,091.53

June 2014 Tax Releases			
Name	Reason	Tax Year	Amount
Real & Personal Property			
Releases			
Jenkins, Sondra J. & Others	Taxes lost to foreclosure	2003	19.83
Jenkins, Sondra J. & Others	Taxes lost to foreclosure	2004	20.80
Jenkins, Sondra J. & Others	Taxes lost to foreclosure	2005	21.78
Jenkins, Sondra J. & Others	Taxes lost to foreclosure	2006	141.78
McDougal, Nezzie	Taxes lost to foreclosure	2006	21.78
Merritt, Samuel N. Heir	Taxes lost to foreclosure	2006	218.15
Jenkins, Sondra J. & Others	Taxes lost to foreclosure	2007	21.78
Martin, Joyce B	Taxes lost to foreclosure	2007	159.83
McDougal, Nezzie	Taxes lost to foreclosure	2007	21.78
Merritt, Samuel N. Heir	Taxes lost to foreclosure	2007	232.82
Vehicle Releases			
Carpenter, Penny Sue	Pro-Rate	2012	4.31
Evans, Walter Leon	Pro-Rate	2013	3.68
Hargrove, Kenneth Lee	Pro-Rate	2013	10.02
Heyward, Tony Nathaniel	Pro-Rate	2013	21.04
Nelson, Beverly Denise	Pro-Rate	2013	2.56
Pettaway, Bryan Oneal	Military Non-Resident	2013	128.52
Shaheed, Tallibdin Abdus	Transfer Out	2013	30.07
Tarmac Educational Services	Pro-Rate	2013	8.11
Variety Wholesalers	Pro-Rate	2013	77.13
Williams, Anita Michelle	Billed in NCVTS	2013	20.54
Total Vehicle Releases			\$ 305.98
Vehicle Refunds			
Purcell, Charles Flour & Deborah Alber	Correct Situs	2012	197.43
Brown, Camille Alesha	Pro-Rate	2013	9.53
Dechiara, Amanda Rae	Pro-Rate	2013	11.84
Hawley, Geraldine	Pro-Rate	2013	1.04
Kent, Charles Eugene J	Pro-Rate	2013	0.98
Londono, Hector Andres	Pro-Rate	2013	11.43
Vandall, Steven Ray & Carroll, Kenneth Neal	Pro-Rate	2013	10.10
Total Vehicle Refunds			\$ 242.35
Tot. Veh. Rel. & Ref.			\$ 548.33
Total All Releases & Refunds			
			\$ 22,639.86

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

Council Member Peace-Jenkins moved the approval of the *Tax Releases and Refunds from Vance County for the Month of June 2014*. Motion seconded by Council Member Inscoe, and APPROVED by the following vote: YES: Coffey, Inscoe, Peace-Jenkins, Simmons, Daye and Kearney. NO: None. ABSTAIN: None. ABSENT: Rainey and Daeke.

Authorizing the Mayor to Execute an Agreement with ECS Carolinas, LLP to Perform Geotechnical Work to Aid in the Elmwood Cemetery Sewer Replacement and FY15 Budget Amendment #2 Revising the Elmwood Cemetery Outfall CIP Budget to Incorporate the Above Mention Project. (Reference: CAF 14-85; Resolution 14-66, Ordinance 14-16

City Manager Griffin asked Assistant City Manager Frazier to come forward. Mr. Frazier explained the design for the Elmwood Sewer project is underway. He said after review, staff feels geotechnical work will assist in obtaining more accurate bids. Engineering Director Thomas added since the new line will be placed next to the existing sewer line a blast could crack the existing 15" clay pipe which could cause major problems. He also said ECS will do a sampling of the soil from various areas and the cost will be \$1,600 per day for three (3) days. Mr. Thomas said this should provide a good sampling

Council Member Inscoe asked if no rock is found would the bids be lower. Mr. Thomas responded if no rock is found, the bid should be more accurate and therefore lower.

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

Council Member Coffey moved the approval of Resolution 14-66, *Authorizing the Mayor to Execute an Agreement with ECS Carolinas, LLP to Perform Geotechnical Work to Aid in the Elmwood Cemetery Sewer Replacement* and Ordinance 14-16, *FY15 Budget Amendment #2 Revising the Elmwood Cemetery Outfall CIP Budget to Incorporate the Above Mention Project*. Motion seconded by Council Member Daye, and APPROVED by the following vote: YES: Inscoe, Peace-Jenkins, Simmons, Daye, Kearney and Coffey. NO: None. ABSTAIN: None. ABSENT: Rainey and Daeke. (See Resolution Book 4, p 79, Ordinance Book 9, p 95)

PUBLIC COMMENT PERIOD ON NON-AGENDA ITEMS

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

REPORTS

- a) Mayor/Mayor Pro-Tem (No Report)
- b) City Manager (No Report)
- c) City Attorney (No Report)
- d) City Clerk (No Report)

REGULAR WORK SESSION

Request from Vance County Citizen Tommy Hester Regarding Water Lines in the US158 Bypass and Oxford and Poplar Creek Roads Areas. (Reference: CAF 14-82)

Mayor O'Geary invited County Commissioner Tommy Hester to the podium. Mr. Hester stated he is here at the request of the constituents in Commissioner District F district and is not representing the County. He then introduced County Water Engineer Time Carpenter and County Water System OSM Manager, Mike Meyers, from Envirolink who accompanied Mr. Henderson to assist with the presentation. He expressed his appreciation to Council and said the last 2-3 years it has been great to see the County and City working so well together.

He then proceeded to distribute a map of the area which included his suggested options. The map also listed the number of possible connections and the number of current "sign-ups: for water in his Commissioner's District. Mr. Hester said the County has approximately \$500,000 left from Phase 1A of its water project and he does not want to see the monies returned to the USDA. He did say there is a time limit for using the funds which he thought expired in approximately 12 months and added right-of-ways are in the process of being obtained in certain areas, although he did not specify which areas.

To summarize, Mr. Hester said there are citizens in his Commissioner's District who would like water and fire protection, and he would like to work with the City to find the best way to obtain this service. He offered to return at any time if Council needs further information.

Council Member Coffey suggested this item be considered at a future work session to provide time for consideration.

City Manager Griffin agreed a work session is needed. He added since this is not an official request from the County, he would contact the County Manager and County Commission Chairperson Brown in order to establish proper protocol and communication with the County on this issue. When City/County discussions begin, Mr. Griffin suggested using City Liaison Mr. Mike Inscoe. He also said determination of the specific service area(s) will need to be established.

Council Member Coffey stated she was in agreement with Mr. Hester that water is important and others agreed.

Council agreed a work session to discuss further is needed and the consensus was as follows: YES: Kearney, Coffey, Inscoe, Peace-Jenkins, Simmons and Daye. NO: None. ABSTAIN: None. ABSENT: Rainey and Daeke.

Revising the City Code to Appropriately Reflect City Council Committees. *(Reference: CAF 14-79; Ordinance 14-37)*

City Manager Griffin asked City Clerk McCrackin to explain this request. Ms. McCrackin said several changes have been made by Resolution regarding Council committees. However, an ordinance was never created to properly record these committee changes. She said the ordinance before Council this evening officially updates the City Code to reflect the changes which occurred in 2010 and 2011.

There was no discussion. Mayor O'Geary asked for a consensus of Council. The consensus to bring this before Council at the next regular meeting for consideration is as follows: YES: Kearney, Coffey, Inscoe, Peace-Jenkins, Simmons and Daye. NO: None. ABSTAIN: None. ABSENT: Rainey and Daeke.

Staff Review of Various Locations in Which Changing Conditions May Warrant Amendments to the city Code Relative to Certain Parking Regulations. *(Reference: CM 14-26)*

City Manager Griffin asked Assistant City Manager Frazier to further explain this issue. Mr. Frazier said with changing conditions, changes need to be made in various areas to parking restrictions, loading zones, etc. He said some changes to the code are technical such as changing Beckford *Street* to the proper name, Beckford *Avenue*.

Council Member Inscoe asked if the update would be done in stages to which Mr. Frazier responded yes.

There were no further questions and Council expressed its desire for Mr. Frazier to move forward with this project as follows: YES: Kearney, Coffey, Inscoe, Peace-Jenkins, Simmons and Daye. NO: None. ABSTAIN: None. ABSENT: Rainey and Daeke.

Review of Summer Sewer Credit Vis-a-Vis Residential Pools. *(Reference: CM 14-25)*

City Manager Griffin said at the last meeting Council Member Rainey asked for a discussion to consider amending the current watering credit policy, which is really a sewer credit, to include filling swimming pools. He said the existing policy is very generous and expressed concern that the more broad the policy the harder it is to administer. If Council chooses to include pools, it is recommended that only those pools not connected to City sewer be granted to exception.

Mayor O'Geary asked how many residents have a separate meter for filling a pool. Mr. Griffin said that is an unknown. One of the problems --- knowing who has separate meters and how to determine when a pool is being filled verses perhaps a leak.

Council Member Inscoe asked how the City would know if a pool was connected. Mr. Frazier said there are a few.

Council Member Coffey felt above ground pools are probably not connected to sewer but probably in-ground pools are connected. She asked what it costs to fill a pool. Mr. Frazier said it varies and that some have pools filled by the fire department.

Council Member Simmons asked how often a pool is filled. Council Member Coffey said every year for above ground pools.

Council Member Inscoe asked about staffing to administer and monitor a policy change. Mr. Griffin said that is one of the problems and added how is the City to determine whether a pool is being filled or if there is a leak or someone decided to power wash a structure.

Council Member Kearney was in agreement with staff that the policy should remain as it is presently stated.

Mayor O'Geary asked for Council's consensus that no changes be made to the present policy which was as follows: Yes: Kearney, Coffey, Inscoe, Peace-Jenkins, Simmons and Daye. NO: None. ABSTAIN: None. ABSENT: Rainey and Daeke.

Automotive Repair and Oil Change

City Manager Griffin asked Assistant City Manager Frazier to present this item. Mr. Frazier said RFPs (Request for Proposal) were sent to eleven (11) vendors within Vance County to determine the possibility of outsourcing the Fleet repair/service needs. He said one (1) vendor reported they were too small to handle this type of work and only one (1) vendor submitted an RFP (Pete Smith Automotive). Mr. Frazier said after careful analysis staff determined there is no need to outsource at this time. He said the City receives discounts from local dealers and from government providers.

Council Member Inscoe asked if fuel is obtained through a government agency/contract. Mr. Frazier said no. He added fuel prices are monitored weekly and usually purchased every 3-4 weeks. Mr. Inscoe also asked if the labor costs shown included personnel expenses and insurance claims. Mr. Griffin responded yes to personnel expenses but said claims would go through the City's insurance. He added there has not been a claim in this department in recent memory. Mr. Griffin also said this department has been reduced to 3.5 employees.

Council Member Simmons asked if the reduction in staffing was because the position is vacant, frozen or eliminated. Mr. Griffin said the position was eliminated.

Council Member Coffey asked if there was any way to lock in a price. Mr. Frazier said he has asked but no one is willing because of the volatility of fuel costs.

Council Member Kearney felt the numbers were self-explanatory and saw no need to outsource the garage at this time. He added if the garage was outsourced there would still be a need for oversight. Mr. Kearney felt this was a good exercise and that it should be left as is.

Mayor O'Geary asked if Council was in agreement to not outsourcing the garage, and the consensus was as follows: YES: Kearney, Coffey, Inscoe, Peace-Jenkins, Simmons and Daye. NO: None. ABSTAIN: None. ABSENT: Rainey and Daeke.

Various Options to Improve Traffic and Pedestrian Safety on Belle Street Adjacent to the Post Office. *(Reference: CM 14-22)*

The City Manager asked Engineering Director Thomas to present these options. Mr. Thomas shared there are two main issues with the current traffic pattern. One is the location of the mail drop box which requires vehicles to cross traffic and the other issue is even with stop sticks and signage, the exit is too close to the intersection of Garnett and Belle streets. He then reviewed the four options and said if Council would like to pursue this matter, he would explore this matter further with the U.S. Postal Service and the neighborhood.

The four options suggested to alleviate the traffic hazards are: 1) A turn-out with the mail drop box on Post Office property to accommodate driver's side window access; 2) Mail drop boxes relocated to existing driveway entrance into the Post Office; 3) change traffic pattern through parking lot and site mail drop boxes in front of post office; and 4) set mail drop boxes in an island in the centerline of Belle Street.

Council Member Inscoe felt Option 3 would be best and wondered how long it would take for the post office to agree. Council Member Kearney agreed and said he felt Option 3 would have the least impact.

Council Member Inscoe then asked if this could be pursued as soon as possible with the post office since he recently observed someone who dropped mail in the drop box and continued on the wrong side of the street with another vehicle traveling on the correct side of the street but neither had any place to go because of the stop sticks.

Council Member Kearney added this change would be a benefit to the post office as it would keep customers from parking in the fire lane.

The Mayor asked for the consensus of Council to move forward with Option 3 with the following response: YES: Kearney, Coffey, Inscoe, Peace-Jenkins, Simmons, and Daye. NO: None. ABSTAIN: None. ABSENT: Rainey and Daeke.

Potential Grant Sources from "Brownfield Assessment Grant" and "Inactive Landfill Assessment Grant." *(CM 14-23)*

City Manager Griffin asked Engineering Director Thomas to return to the podium to review this item. Mr. Thomas said Locklear, Locklear and Jacobs addressed Council previously regarding potential "Brownfield" sources. He explained this grant deals with cleaning up industrial sites with potential contaminants that could provide risks in the future environmentally, socially and economically. He explained the Inactive grant is similar but is specific to old unlined landfills

such as the site on Ramsey Street. Mr. Thomas said it is the recommendation of staff to pursue these sources.

City Manager Griffin added if Council wishes to pursue this, RFPs will be prepared and the responses will be brought back before Council.

Council Member Coffey asked if there was anything Council needed to do and the response was nothing at this time.

Mayor O'Geary asked for Council's consensus regarding moving forward with this issue and the response was as follows: YES: Kearney, Coffey, Inscoc, Peace-Jenkins, Simmons and Daye. NO: None. ABSTAIN: None. ABSENT: Rainey and Daeke.

With no further discussion, Mayor O'Geary asked if Council would like to adjourn.

ADJOURNMENT

Council Member Peace-Jenkins moved for adjournment. Motion seconded by Council Member Coffey, and unanimously approved. The meeting adjourned at 6:56 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 Aug 14 Regular Meeting

1 August 2014

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

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

RE: CAF: 14-10-E

Consideration of Approval of Resolution 14-02-A, Authorizing the Resubmission of an Application for the North Carolina Department of Environment and Natural Resources (NCDENR) Division of Water Infrastructure for a CDBG Infrastructure Project

Ladies and Gentlemen:

Council Retreat Goals Addressed By This Item:

- KSO 5: Provide Reliable, Dependable Infrastructure: To provide reliable, dependable and environmentally compliant infrastructure systems.

Recommendation:

- Approval of Resolution 14-02-A, Authorizing the Resubmission of an Application to the North Carolina Department of Environment and Natural Resources (NCDENR) Division of Water Infrastructure for CDBG Infrastructure Project.

Executive Summary:

The City Council approved Resolution 14-02 on 24 March 2014 authorizing the submission of an application to the North Carolina Department of Environment and Natural Resources (NCDENR) Division of Water Infrastructure for a CDBG Infrastructure grant which was composed of the Newton Dairy Gravity Sewer Extension and Birch and Bobbitt Streets sewer extension projects.

It appears that the projects scored well and narrowly missed funding per discussion with McGill Associates who submitted the application on behalf of the City.

Two Public Hearings were held, however, to insure the City has met all requirements of the CDBG Program, an additional Public Hearing is needed to discuss various aspects of the CDBG Program.

CAF 14-10-E: 11 August 2014 Council Meeting:

Page 1 of 4

Below is a summary of the project applied for:

Newton Dairy Road Gravity Sewer Extension and Birch and Bobbitt Streets' Sewer Extension. The Newton Dairy Road Project would eliminate an aging pump station and the Birch and Bobbitt Streets' project would extend sewer into an area with failing septic systems. The estimated cost for both projects is \$1,532,400. (Estimate and maps attached)

The deadline for resubmittal of this application is 2 September 2014.

Enclosure:

1. Resolution 14-02-A
2. Estimates

RESOLUTION 14-02-A

AUTHORIZING THE RESUBMISSION OF AN APPLICATION TO THE NORTH CAROLINA DEPARTMENT OF ENVIRONMENT AND NATURAL RESOURCES (NCDENR) DIVISION OF WATER INFRASTRUCTURE FOR A CDBG INFRASTRUCTURE PROJECT GRANT

WHEREAS, the Henderson City Council (Council) conducted its Annual Planning Retreat in February 2014 and during said Retreat identified eight Key Strategic Objectives (KSO) and Goals; *and*

WHEREAS, this Resolution addresses **KSO 5**: To Provide Reliable, Dependable and Environmentally Compliant Infrastructure Systems; *and*

WHEREAS, City Council approved the initial submission for a 2014 CDBG Infrastructure Grant on 24 March 2014 via Resolution 14-02; *and*

WHEREAS, this grant is for various water and sewer projects, which have been identified as in dire need of replacement or extensions thereof and will provide resources to areas that have severe public health needs due to failed septic systems and/or less than adequate existing water and/or sewer mains; *and*

WHEREAS, although the project scored well in the review process, funding was not provided in the first round of allocations; *and*

WHEREAS, the City of Henderson seeks approval to resubmit a 2014 CDBG Infrastructure Grant Application; *and*

WHEREAS, there is no grant match required for these funds and is not considered in the scoring calculation.

NOW, THEREFORE BE IT RESOLVED BY THE HENDERSON CITY COUNCIL THAT IT DOES HEREBY authorize the resubmission of a grant application to the NCDENR Division of Water Infrastructure for a CDBG Infrastructure project as listed below:

Newton Dairy Road Gravity Sewer Extension and Birch and Bobbitt Streets' Sewer Extension.

The foregoing Resolution 14-02-A, 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 ***** 2014: YES: . NO: . ABSTAIN: . ABSENT: .

James D. O'Geary, Mayor

ATTEST:

Esther J. McCrackin, City Clerk
Approved to Legal Form:

John H. Zollicoffer, Jr., City Attorney

*Reference: Minute Book 43, pp. **, CAF 14-10-E*

North Carolina Water/Wastewater Common Application Form

PROJECT BUDGET

For use by ARC and DENR applicants.

Complete the project budget addressing the categories provided in the table below (insert rows/columns as needed).
NOTE: Engineering costs shall be held to the EPA fee curve, depending on the funding partner.

Cost Description	DENR CDBG-I	DENR SRF	ARC	Local	Other	Total Cost Amount
Newton Dairy Construction	509,400.00					\$509,400
Birch-Bobbit Construction	531,200.00					\$531,200
(29) Birch-Bobbit Services				\$87,000		\$87,000
Refer to Attached Line Item Budget						\$0
Construction Subtotal	1,040,600.00			\$87,000		\$1,127,600
Contingency (10%)	104,060.00			8,940		113,000
Engineering Design	56,000.00					\$56,000
Permitting/Bidding/Award	23,000.00					\$23,000
Land Surveying Costs						\$0
Easement Preparation	15,000.00					\$15,000
Closing Fee (if applicable)						\$0
Construction Administration/Observation	87,000.00					\$87,000
Grant and/or Loan Administration	90,000.00					\$90,000
Legal Costs						\$0
Other (Preliminary Engineering & Environmental)	20,800.00					\$20,800
TOTAL PROJECT COST	1,436,460.00			95,940		1,532,400
Status of Funding (pending or secured)						

City Council Action Form

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



Agenda Item: _____

Council Meeting: 11 Aug 2014 Reg. Meeting

4 August 2014

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

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

RE: CAF: 14-90
Consideration of Approval of Resolution 14-52, Designating the Henderson Police Department Training Center Open Shelter Area as the Lt. Irvin Wheeler Robinson, Jr. Recreation Shelter.

Ladies and Gentlemen:

Council Goals Addressed By This Item:

- **CV8:** We value our employees and the contributions they make to the City and to the citizens and customers of our community.

Recommendation:

Approval of Resolution 14-52, Designating the Henderson Police Department Training Center Shelter Area as the Lt. Irvin Wheeler Robinson, Jr. Recreation Shelter.

Executive Summary

Lieutenant I.W. Robinson, Jr. joined the Henderson Police Department in February 1979 and after 35 years retired from the City of Henderson on 1 August 2014. Police Chief Marcus Barrow has requested that the Henderson City Council recognize Lieutenant Robinson's extensive service and his being an integral part of the building, development and maintenance of the Henderson Police Department Training Center facility from the start of the facility through his 35 years of services by the designation of the open shelter area of the K.K. Robinson Police Training Center as the Lt. Irvin Wheeler Robinson, Jr. Recreation Shelter.

Enclosures

1. Resolution 14-52

RESOLUTION 14-52

DESIGNATING THE HENDERSON POLICE DEPARTMENT TRAINING CENTER OPEN SHELTER AREA AS THE LIEUTENANT IRVIN WHEELER ROBINSON, JR. RECREATION SHELTER

WHEREAS, the Henderson City Council identified eight Key Strategic Objectives (KSO) and twelve (12) Core Values and Principals at its 2014 Strategic Planning Retreat; *and*

WHEREAS one of the Core Values is addressed by this request as follows: **CV8:** We value our employees and the contributions they make to the City and to the citizens and customers of our community; *and*

WHEREAS, Lieutenant I.W. Robinson, Jr. of the Henderson Police Department retired with full benefits on 1 August 2014; *and*,

WHEREAS, Lieutenant I.W. Robinson, Jr. has served the Henderson Police Department since February 1979; *and*

WHEREAS, from the initial establishment of the Kenneth Knight Robinson Henderson Police Department Training Center Lieutenant Robinson has been an active and integral part of the building, developing and maintaining that facility during his 35 years of service to the Henderson Police Department *and*,

WHEREAS, the open shelter area of the Henderson Police Department Training Center was recently destroyed by fire and rebuilt under the supervision of Lieutenant Robinson; *and*

WHEREAS, Marcus W. Barrow, Chief of Police, and the Command Staff of the Henderson Police Department have requested that the area of the open shelter be designated as the "Lieutenant Irvin Wheeler Robinson, Jr. Recreational Shelter".

NOW, THEREFORE BE IT RESOLVED BY THE HENDERSON CITY COUNCIL THAT IT DOES HEREBY APPROVE that the open shelter area of the Kenneth Knight Robinson Police Department Training Center at 3755 Highway 158, Henderson be designated the Lieutenant Irvin Wheeler Robinson, Jr. Recreation Shelter

The foregoing Resolution 14-52, introduced by Councilmember ***** and seconded by Councilmember ***** on this the ***** day of ***** 2014, and having been submitted to a roll call vote, was approved by the following votes: Ayes: Nays:

James D. O'Geary, Mayor

ATTEST:

Esther J. McCrackin, City Clerk
Approved to Legal Form:

John H. Zollicoffer, Jr., City Attorney

City Council Action Form

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



Agenda Item: _____

Council Meeting: 11 Aug 14 Regular Meeting

28 July 2014

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

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

RE: **CAF: 14-86**

Consideration of Approval of Resolution 14-67, Authorizing a Lease Agreement Between the Holy Innocents Episcopal Church and City of Henderson for the use of Breckenridge Park located at the Corner of Breckenridge Street and Walnut Street for Recreational Purposes.

Ladies and Gentlemen:

Council Retreat Goals Addressed By This Item:

- KSO 7: Expand Leisure and Cultural Services, Programs and Facilities

Recommendation:

- Approval of Resolution 14-67, Authorizing a Lease Agreement Between the Holy Innocents Episcopal Church and the City of Henderson for the use of Breckenridge Park located at the Corner of Breckenridge Street and Walnut Street for Recreational Purposes.

Executive Summary

In 1976 an agreement was entered into between the Holy Innocents Episcopal Church and the City of Henderson granting the City the use of the lot on the corner of Breckenridge and Walnut Street for recreational purposes. The lease was for the period of ten years. In 1996 it was renewed for another ten year period and expired in 2006.

As it is the desire of the City to continue to have use of this lot for recreational purposes, it is imperative that a new lease agreement be put into place. As per previous agreements, this lease will be for a ten year period beginning on 1 August 2014 in the amount of \$1.00 per year.

Enclosures:

1. Resolution 14-67

RESOLUTION 14-67

AUTHORIZING A LEASE AGREEMENT BETWEEN THE HOLY INNOCENTS EPISCOPAL CHURCH AND CITY OF HENDERSON FOR THE USE OF BRECKENRIDGE PARK LOCATED AT THE CORNER OF BRECKENRIDGE STREET AND WALNUT STREET FOR RECREATIONAL PURPOSES.

WHEREAS, the Henderson City Council identified eight Key Strategic Objectives (KSO) at its 2014 Strategic Planning Retreat; *and*

WHEREAS, this Resolution addresses **KSO 7**: To expand leisure and culture services, programs and facilities to meet the needs of a diverse community, *and*

WHEREAS, the Holy Innocents Episcopal Church owns property located on the corner of Walnut Street and Breckenridge Street behind said Church; *and*

WHEREAS, the City of Henderson in the past has leased said property from the Church for park and recreational purposes for a period of ten (10) years; *and*

WHEREAS, said Lease has now terminated; *and*

WHEREAS, the parties hereto desire to renew said Lease for an additional ten (10) years for the sum of \$1.00 per year on the conditions that the property be used for park and recreational purposes only and that the City endorse the Lessor on its liability insurance policy and agree to maintain and take good care of the premises.

NOW THEREFORE BE IT RESOLVED that the City Council of the City of Henderson agrees to renew the Lease of the Breckenridge Park from the Holy Innocents Episcopal Church for ten (10) additional years for the sum of \$1.00 per year on the conditions set forth in **Attachment A** to this Resolution.

BE IT FURTHER RESOLVED THAT the Mayor and City Clerk are authorized to sign said Lease.

The foregoing Resolution 14-67, 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: . ABSTAIN: . ABSENT: .

James D. O'Geary, Mayor

ATTEST:

Esther J. McCrackin, City Clerk
Approved to Legal Form:

John H. Zollicoffer, Jr., City Attorney

*Reference: Minute Book_, pp. **, CAF 14-86*

STATE OF NORTH CAROLINA

LEASE

COUNTY OF VANCE

This Lease, made and entered into this the 1st day of August, 2014, by and between the VESTRY OF THE CHURCH OF THE HOLY INNOCENTS (EPISCOPAL CHURCH) OF HENDERSON, VANCE COUNTY, NORTH CAROLINA, (hereinafter referred to as "Lessor"), and CITY OF HENDERSON (hereinafter referred to as "Lessee");

WITNESSETH:

Subject to the terms and conditions hereinafter set forth, the Lessor lets and leases unto the Lessee (and the Lessee accepts as tenant of the Lessor) a certain parcel of land located on the Southeastern corner of Breckenridge and Walnut Streets in the City of Henderson and described as follows:

BEGIN at a point on the South side of Walnut Street, Harrell-Church corner, and run thence along said Street North 54° 15' East 134 feet to said Breckenridge Street; thence South 36° 15' East 163.6 feet to a point Harrell-Church corner; thence South 54° 15' West 132 feet; thence North 37° West 163.6 feet to the point of the beginning, being Lots #1, #2, #3 and #4 of the Harrell property as recited upon a plat made by S. E. Jennett, Engineer, June 5, 1962, of record in Map Book "M" at Page 37, Vance Registry. See Book 391, Page 242 and deed in Book 406 at Page 282, Vance Registry.

This Lease is on the following terms and conditions for the following period of time:

- (1) The above property shall be used for park and recreational purposes only.
- (2) This Lease shall begin as of August 1, 2014 and shall exist and continu through midnight July 31, 2024.
- (3) As rental for said premises, the Lessee shall pay Lessor the sum of One Dollar (\$1.00) per year payable on or before January the first of said Lease Year.
- (4) The Lessee shall endorse the Lessor on the Lessee's liability insurance policy relative to any injuries or damages which may occur to others from the use of the premises by the Lessee.
- (5) The Lessee accepts the property in its present condition and agrees to take good care of the premises. Upon the termination of this Lease, the Lessee has the right to remove any playground equipment or fences which it places upon the property provided the Lessee surrenders the premises in a flat, neat and orderly fashion (it being understood, whoever, that the Lessee may desire to leave certain fences and will probably leave concrete or asphalt slabs upon the property).

IN TESTIMONY WHEREOF, the parties hereto have caused this Lease to be executed in duplicate originals all by authority of their respective Boards.

CITY OF HENDERSON

VESTRY OF THE CHURCH OF THE
HOLY INNOCENTS

By: _____
James D. O'Geary, Mayor

By: _____
Senior Warden

Attest: _____
Esther McCrackin, City Clerk

By: _____
Senior Warden

(Municipal Seal)

City Council Action Form

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



Agenda Item: _____

Council Meeting: 11 Aug 14 Regular Meeting

31 July 2014

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

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

RE: CAF: 14-75:

Consideration of Approval of Ordinance 14-36, Amending Section 7-79.0, Section 7-79.1, Section 7-79.2, and Section 7-83 of the City Code Relative to Changing Certain Parking Regulations Because of Changing Conditions.

Ladies and Gentlemen:

Recommendation:

- Approval of Ordinance 14-36, Amending Section 7-79.0, Section 7-79.1, Section 7-79.2, and Section 7-83 of the City Code Relative to Changing Certain Parking Regulations Because of Changing Conditions.

Executive Summary

The City Council asked for staff to review regulations on city streets regarding traffic signs and other regulations that are no longer applicable due to changing conditions. Ordinance 14-36 brings forth additional changes for the City Council to consider.

The staff is continuing to look at other areas which will be brought forth upon completion and review by the City Attorney.

Enclosures:

1. Ordinance 14-36

ORDINANCE 14-36

AN ORDINANCE CHANGING CERTAIN PARKING REGULATIONS DUE TO CHANGING CONDITIONS

The City Council of the City of Henderson, North Carolina doth ordain:

Section 1. That the following technical amendments be made to the Schedule of Streets set forth in Section 7-79 to appropriately state the correct name of the street as follows:

“Beckford Avenue” shall be changed to “Beckford Drive” as noted in four spaces.

“Beckford ~~Avenue~~ Drive” on both sides from N.C. 39 (West Andrews Avenue) to the end of the city limits.”

“Beckford ~~Avenue~~ Drive on both sides from Parrish Mill Road to N.C. 39 (West Andrews Avenue).”

“Beckford ~~Avenue~~ Drive on both sides from NC 39 (West Andrews Avenue) to US 1 Business North.

“Roanoke Avenue, both sides from Dabney Drive to ~~West Andrews Avenue (NC 39)~~ Beckford Drive.”

Section 2. That the following be deleted from the Schedule of Streets set forth in Subparagraph (a) of Section 7-79.0 of the City Code (Parking prohibited at all times on certain streets):

“Granite Street on the north side from Chestnut to Mrs. H. H. Bass, Jr.’s Driveway.”

“Mitchell Street, on the north side beginning two hundred ninety (290) feet east of William Street for a distance of one hundred (100) feet east.”

“Montgomery Street (West), on the north side, beginning one hundred thirty-six (136) feet west of the western curblineline of Chestnut Street and running West for two hundred nine (209) feet to Walnut Street.”

“William Street, on the west side, from the southern end of the unloading zone at the American Railway Express Office to Chavasse Avenue.”

“Winder Street, on the south side, at the western edge of the driveway to the United States Post Office and running thence in a westerly direction to Wyche Street.”

“Wyche Street, on the west side, between Winder Street and the taxi stand near Breckenridge Street. Except, it shall be lawful to park a truck on the west side of the

street for actually loading and unloading the vehicle, but at no other time and for no other purpose.”

“Zene Street, on the west side, beginning at the southern curb line of Turner Avenue and run thence in a southerly direction for a distance of ninety-two (92) feet (to be in effect from August 1st to October 31st only in each year).”

Section 3. That the following amendment to Schedule of Streets set forth in Section 7-79.1 be made:

“Chavasse Avenue, on the north side, beginning at the western curb line of Arch Street and running thence ~~in a westerly direction fifty six feet.~~ to College Street.”

“North Street, on both sides, beginning at Lincoln Street and continuing in a southerly direction one (1) block to its intersection with North Street ~~(as it extends westward from NC Highway 39).~~”

Section 4. That the following be deleted from the Schedule of Streets set forth in Section 7-79.1 (relating to parking zones), inasmuch as the need for the same no longer exists:

“Dorsey Avenue, between Raleigh Road and Belle Street.”

Section 5. That the following technical amendments be made to the Schedule of Streets set forth in Section 7-79.2 to appropriately state the correct name of the street as follows:

“ Beckford ~~Avenue Drive~~ on both sides, beginning at Daniel Street and extending easterly to the city limits.”

Section 6. That the following be deleted from Schedule Streets as set forth in Section 7-83 Two Hour parking on certain streets- 8:00 A.M. to 6:00 P.M.:

“Zene Street, on the west side, from the corner of Turner Avenue to the loading zone at Reynolds Tobacco Factory.”

Section 7. The foregoing Ordinance shall be in full force and effect from and after the date of its passage.

The foregoing Ordinance 14-36, upon motion of Council member _____ and seconded by Council Member _____, and having been submitted to a roll call vote and received the following votes and was **APPROVED/DISAPPROVED** on this the ____ day of _____, 2011: YES: . NO: . ABSTAIN: . ABSENT: .

James D. O’Geary, Mayor

ATTEST:

Esther J. McCrackin, City Clerk

Approved to Legal Form:

John H. Zollicoffer, Jr., City Attorney

*Reference: Minute Book 42, p. **.*

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 foregoing Ordinance is a true and exact copy of *Ordinance 14-36, An Ordinance Changing Certain Parking Regulations Because Of Changing Conditions*, adopted by the Henderson, City Council in Regular Session on ** ** 20** (See *Minute Book 42, p. **.*). This Ordinance is recorded in *Ordinance Book # 9, pp. **.*

Witness my hand and corporate seal of the City, this ** day of ** 20**.

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

City Council Action Form

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



Agenda Item: _____

Council Meeting: 11 Aug 14 Reg. Meeting

30 July 2014

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

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

RE: CAF: 14-88

Consideration of Approval of Resolution 14-50, Providing for the Disposition of Jointly Held Property by the City and County Otherwise Identified as 306 Main Street, Tax Parcel # 0061-05019

Ladies and Gentlemen:

Council Retreat Goals Addressed By This Item:

- CV 9:(Core Values) We value a good working relationship with the County of Vance and believe that by working together in a cooperative effort we can better address the strategic challenges and opportunities facing our community.

Recommendation:

- Approval of Resolution 14-50, Providing for the Disposition of Jointly Held Property by the City and County Otherwise Identified as 306 Main Street, Tax Parcel # 0061-05019.

Executive Summary:

Vance County Tax Department has received interest from a private buyer to bid on and purchase the property located at 306 Main Street. The offer to purchase is for \$750. The property assessed tax value for 306 Main Street is \$17,180 and prior to tax foreclosure the unpaid taxes totaled \$2,326.09.

Although the City has spent \$240 on weed abatement since 2012, it has no liens against this property as the City and County were joint owners at that time. Therefore it is requested Council approve the transfer of these properties to Vance County with the understanding upon the sale, the proceeds will be shared on a pro-rata basis.

Enclosure:

1. Resolution 14-50
2. Offer to Purchase
3. Vance County Request
4. Property Tax Record
5. Deed

RESOLUTION 14-50

PROVIDING FOR THE DISPOSITION OF A JOINTLY HELD PROPERTY BY THE CITY AND COUNTY OTHERWISE IDENTIFIED 306 MAIN STREET, VANCE COUNTY DEED BOOK 1245 PAGE 276

WHEREAS, the Henderson City Council (Council) conducted its Annual Planning Retreat in February 2014, and during said Retreat identified eight Key Strategic Objectives (KSO) and Goals; *and*

WHEREAS, this Resolution addresses one Core Value as follows: CV 9: maintain a good working relationship with the County of Vance; *and*

WHEREAS, the City of Henderson (City) and County of Vance (County) have previously discussed the possibility of disposing jointly owned properties acquired through the tax foreclosure process; *and*

WHEREAS, the process to dispose of jointly held properties is cumbersome; *and*

WHEREAS, there is a potential buyer for the previously mentioned property located at 306 Main Street and described in Vance County Register of Deeds Book 1245 at page 276 on tract (e) in both City and County; *and*

WHEREAS, the County and City administrations believe it appropriate for the City to transfer its interest in said property to the County in order that it might be more expeditiously sold; *and*

WHEREAS, once sold, the City would receive its pro-rata share of the proceeds from the County.

NOW THEREFORE BE IT RESOLVED by the Henderson City Council that it does hereby authorize the following:

1. The City Attorney to work with the County Attorney to expeditiously prepare the necessary agreements and documents to effect the transfer of the aforementioned property from the City of Henderson to the County of Vance.
2. Said transfer of interests in property is predicated upon and conditioned by the appropriate pro-rata division of any net proceeds from the eventual sale of said properties, either individually or collectively, between the City and County.

3. The Mayor or his appointee is authorized to sign any such agreements and documentation as prepared and approved by the City Attorney to effect the transfer of said property to the County of Vance.

The foregoing Resolution 14-50 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 APPROVED on this the ** day of -----2014: YES:. NO:. ABSTAIN: ABSENT:

James D. O'Geary, Mayor

ATTEST:

Esther J. McCrackin, City Clerk

Approved to Legal Form:

John H. Zollicoffer, Jr., City Attorney

NORTH CAROLINA

VANCE COUNTY

OFFER TO PURCHASE
COUNTY OWNED PROPERTY

Roger M Silva, (hereafter referred to as "Buyer"), hereby offers to purchase from Vance County, North Carolina (hereafter referred to as the "Seller"), in accordance with the following terms and conditions, all that tract, lot or parcel of land together with any improvements located thereon, in Vance County, North Carolina, being known as and more particularly described as follows:
Vance County Register of Deeds Book 1245 Page 276 :
Street Address: 306 Main St, Henderson NC 27536
Parcel # 0061-05019

1. **The Purchase Price:** The purchase price is \$ 750.00, plus the cost of publication as required by NCGS 160A-269, and shall be paid as follows:
 - a. \$ 750.00, (the greater of \$750 or 5% of the purchase price) in cash, cashier's check or certified funds as a deposit, with the delivery of this offer, to be held by the Vance County Attorney until the sale is closed at which time it will be credited to Buyer, or this agreement is otherwise terminated as herein provided.
 - b. \$ _____, plus the cost of publication, the balance of the purchase price, in cash, cashier's check or certified funds upon delivery of the Deed and the closing of this transaction.
2. **Conditions.**
 - a. Title will be delivered at closing by **Non-Warranty Deed**. Title to the property hereinabove described is subject to the following exceptions: liens, encumbrances, ad valorem taxes, assessments, zoning regulations, restrictive covenants, access, utility and or conservation easements, rights of others in possession, and other matters of record.
 - b. This offer is conditioned upon there being no proper upset bid submitted within a ten (10) day period after notice of Buyer's offer has been published in a local newspaper in accordance with N.C.G.S. § 106A-269, and final acceptance of this offer by the Board of Commissioners following the upset bid period.
 - c. Other Conditions: The buyer represents that all Ad Valorem Property Taxes owed by the buyer, or any business entity the buyer or the buyer's shareholders or members have an ownership interest in have been paid in full. The Board of County Commissioners reserves the right to reject all bids, including yours, in the resolution.

3. **Closing.** Each party hereby agrees to execute any and all documents or papers that may be necessary in connections with the transfer of title. Final settlement shall be made on or before 30 days following the resolution approving the final bid at a place designated by Seller with the Non Warranty Deed made out to
Roger M. Silva.
4. **Possession.** Buyer takes the property subject to all then existing leases and rights of others in possession, if any, or other matters or exceptions to title.
5. **Deposit.** In the event this offer is not accepted, or in the event that any of the conditions hereby are not satisfied, or in the event of a breach of this contract by Seller, then the deposit shall be returned to the Buyer, and such return shall be the extent of Buyers remedies. In the event that Buyer withdraws this offer and fails to proceed with the execution of this agreement according to its terms for any reason, the Buyer hereby agrees to forfeit the deposit held by the County in Section 1 of this agreement. Said forfeiture shall not affect any other remedies available to Seller for such breach.
6. **New Loan.** Buyer shall be responsible for all charges made to Buyer with respect to any new loan obtained by Buyer, and Seller shall have no obligation to pay any discount fee or other charge in connection therewith unless specifically set forth in this contract.
7. **Closing Expenses.** Buyer shall pay for the first required legal advertisement for upset bids. At closing, Buyer shall pay for the preparation and recording of a deed, and for preparation and recording of all instruments required to secure the balance of the purchase price unpaid at closing. In addition, Buyer may have prepared, at Buyer's option and sole expense, an appraisal, a survey of the property, the title examination and title opinion, or a termite inspection. The property shall be made available at reasonable times for Buyer to perform or to have performed the above-mentioned inspections.
8. **Assignments.** This offer may not be assigned without the written consent of all parties, but if the same is assigned by agreement, then the same shall be binding on the assignee and his/her heirs.
9. **Termination of Offer.** This offer shall be terminated if not acted upon by the Board of Commissioners within ninety (90) days of the date of this offer or upon being upset by a proper bid in accordance with N.C.G.S. § 160A-269. Seller reserves the right to reject this offer at any time.
10. **Condition of Improvements and Premises:** Seller makes no warranties or guarantees regarding the condition of the improvements on the property. Buyer takes the premises in "**AS IS**" condition without warranty from the Seller. Buyer stipulates that Buyer has had full opportunity to inspect the premises and Buyer stipulates that Buyer is accepting the improvements in "as is" condition. After title has been conveyed to Buyer, Buyer shall hold Seller harmless for any claims, suits, damages or causes of action resulting from an occurring on the property as a result of the condition of any of the improvements.

11. **Environmental:** Seller makes no representation of the presence or disposal, except as in accordance with applicable law, within the buildings or on the Property of hazardous or toxic waste or substances, which are defined as those substances, materials, and wastes, including, but not limited to, those substances, materials and wastes listed in the United States Department of Transportation Hazardous Materials Table (49 CFR Part 172.101) or by the Environmental Protection Agency as hazardous substances (40 CFR Part 302.4) and amendments thereto, or such substances, materials and wastes, which are or become regulated under any applicable local, state or federal law, including, without limitation, any material, waste or substance which is (i) petroleum, (ii) asbestos, (iii) polychlorinated biphenyls, (iv) designated as a Hazardous Substance pursuant to Section 311 of the Clean Water Act of 1977 (33 U.S.C. §1321) or listed pursuant to Section 307 of the Clean Water Act of 1977 (33 U.S.C. §1317), (v) defined as a hazardous waste pursuant to Section 1004 of the Resource Conservation and Recovery Act of 1976 (42 U.S.C. §6903) or (vi) defined as a hazardous substance pursuant to Section 101 of the Comprehensive Environmental Response, Compensation and Liability Act of 1980 (42 U.S.C. §9601). Seller has no actual knowledge of any contamination of the Property from such substances as may have been disposed of or stored on neighboring tracts. The purchaser shall be responsible for all environmental issues that may arise after the consummation of this contract, and further agrees to indemnify the Seller for all expenses arising out of any attempts by others to enforce any requirements of remediation or clean upon this seller. This duty shall survive the closing.
12. **Parties:** This contract shall be binding and shall inure to the benefit of the parties and their heirs, successors and assigns. As used herein, words in the singular shall include the plural.
12. **Terminology.** As used herein, words in the singular include the plural and the masculine includes the feminine and neuter genders, as appropriate.
13. **Entire Agreement.** Buyer hereby acknowledges that he has inspected the above-described property, that no representation or inducements have been made other than those expressed herein, and that this contract contains the entire agreement between all parties hereto. All charges, additions, or deletions hereby must be in writing and signed by all parties.
14. **Counterparts.** This offer may be executed in two counterparts with an executed counterpart being retained by each party hereto.
15. **Governing Law & Forum.** This Agreement shall be deemed to have been made in the State of North Carolina, and its validity, construction and effect shall be governed by the laws of the State of North Carolina. The parties hereto agree that any action brought by either party to enforce the terms of this Agreement shall be filed in the Superior Court of Vance County, State of North Carolina.

Date of Offer: 7-1-14, 2014.

Roger M. Lisha
Buyer

Buyer

Acknowledgment of Receipt of Deposit:

I, Kelly H. Grisson, County Clerk or her designee, hereby acknowledge receipt of the deposit in the amount of \$ 750.00 as set forth herein in accordance with the terms hereof.

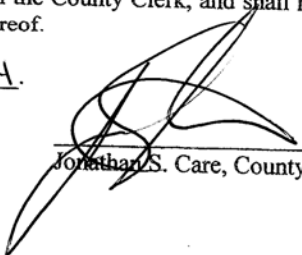
Date: 7-14-14

Kelly H. Grisson
Title: Clerk to Board

Acknowledgment of Receipt of Deposit from County Clerk

I, Jonathan S. Care, County Attorney, hereby acknowledge receipt of the herein above referenced deposit in the amount of \$ 750.00 from the County Clerk, and shall hold the same in my Trust Account in accordance with the terms hereof.

This the 15 day of July, 2014.



Jonathan S. Care, County Attorney

Accepted by the Vance County Board of County Commissioners by vote in open session on

Vance County Board of County Commissioners

Chairman

Pearson, Patricia

From: Janie Inscoe <jinscoe@jcarelaw.com>
Sent: Wednesday, July 30, 2014 11:59 AM
To: Pearson, Patricia
Subject: City/County Owned property
Attachments: Offer to Purchase County Owned Property.pdf

Patricia,

See attached Offer to Purchase County Owned Property. Based upon taxes owed in 306 Main Street; city interest in net sales proceeds is 42.79%. We will need a deed from the City to the County (Deed Reference: Book 1245, Page 276, tract e). Let me know if you need anything else.

Thank you!

Janie Inscoe
Legal Assistant
Jonathan S. Care, Attorney at Law, P.A.
109 W. Montgomery Street
Henderson, NC 27536
Phone: 252-492-3053
Fax: 252-430-8355

VANCE COUNTY PROPERTY TAX NOTICE

OFFICE LOCATION: 122 YOUNG ST SUITE E
HENDERSON NC 27536

OFFICE HOURS: MON-FRI 8:30 - 5:00PM

WEBSITE ADDRESS: vancecounty.org

VANCE COUNTY-CITY OF HENDERSON
122 YOUNG ST STE B
HENDERSON, NC 27536

TAX YEAR	DUE DATE	ACCOUNT NUMBER	BILL NUMBER
2014	9-02-2014	24888	9205808



RECEIPT NUM	DESCRIPTION	PARCEL NUMBER	VALUE	DISTRICT	AMOUNT ASSESSED
9257439	306 MAIN ST.	0061 05019	\$17,180.00	102	\$105.00

1245
0276

BK 1245PG0276

FILED FOR RECORD
VANCE COUNTY, N.C.
CAROLYN R. PECORA
REGISTER OF DEEDS
RECORDED May 24, 2012
AT 01:23 pm
BOOK 01245
START PAGE 0276
END PAGE 0279
INSTRUMENT# 02038
EXCISE TAX \$76.00

Prepared by and return to: N. Kyle Hicks, a North Carolina Licensed Attorney,
P.O. Box 247, Oxford NC 27565

Delinquent taxes, if any, to be paid by the closing attorney to the Vance
County Tax Collector upon disbursement of closing proceeds.

STATE OF NORTH CAROLINA

COMMISSIONER'S DEED

COUNTY OF VANCE

THIS DEED, made and entered into this the 1st day of May, 2012, by and
between N. KYLE HICKS, acting as Commissioner as hereinafter stated, Party of
the First Part, and the CITY OF HENDERSON (42.79%) and VANCE COUNTY (57.21%),
Party of the Second Part, whose mailing address is 122 Young St., Suite E,
Henderson NC 27536;

W I T N E S S E T H:

THAT WHEREAS, in that certain Tax Foreclosure Proceeding entitled "Vance
County and City of Henderson, Plaintiffs vs. Danisimine Corp. (a/k/a Danisimine
Corporation), Defendants", File No. 11-CVS-924, in the office of the Clerk of
Superior Court of Vance County, brought and pending before the District Court
of Vance County, North Carolina, a Judgment was made by said Court appointing
N. Kyle Hicks as Commissioner to sell at public sale, subject to the
confirmation of the Court, hereinafter described lands; and,

WHEREAS, said N. Kyle Hicks, acting as Commissioner as aforesaid, after
due advertisement as required by law and said order of the Court, offered said
lands for sale at public auction at the Courthouse door on March 22, 2012,
when and where no bidders were present; and,

WHEREAS, said N. Kyle Hicks filed a Notice of Postponement of Sale,
postponing said sale until March 27, 2012; and,

WHEREAS, said N. Kyle Hicks offered the lands for sale on March 27,
2012, at which time the City of Henderson (42.79%) and Vance County (57.21%)
became the last and highest bidder, bidding:

- (a) Vance County (57.21%) and City of Henderson (42.79%) became the last and
highest bidder, bidding the sum of \$3,465.00 for 884 Lamb Street (Map
#0061 05005); and,
- (b) Vance County (57.21%) and City of Henderson (42.79%) became the last and
highest bidder, bidding the sum of \$3,900.00 for 302 Main Street (Map
#0061 05001); and,
- (c) Vance County (57.21%) and City of Henderson (42.79%) became the last and
highest bidder, bidding the sum of \$8,865.00 for 912 Lamb Street (Map
#0061 05002); and,

[A0086935.DOC]

HOPPER, HICKS & WHEEN, PLLC, 111 GILLIAM ST., OXFORD NC 27565

- (d) Vance County (57.21%) and City of Henderson (42.79%) became the last and highest bidder, bidding the sum of \$8,300.00 for 904 Lamb Street (Map #0061 05003); and,
- (e) Vance County (57.21%) and City of Henderson (42.79%) became the last and highest bidder, bidding the sum of \$3,430.00 for 306 Main Street (Map #0061 05012); and,
- (f) Vance County (57.21%) and City of Henderson (42.79%) became the last and highest bidder, bidding the sum of \$5,915.00 for 715 Vaughan Street (Map #0075 02004); and,
- (g) Vance County (57.21%) and City of Henderson (42.79%) became the last and highest bidder, bidding the sum of \$3,980.00 for 913 Lamb Street (Map #0061 01012); and

WHEREAS, said N. Kyle Hicks reported said sale to the Court on March 27, 2012; and,

WHEREAS, the bid remained open for ten (10) days and no upset bids were placed; and,

WHEREAS, on April 13, 2012, said Court entered an Order approving and confirming said sale and directing said N. Kyle Hicks as Commissioner to make, execute and deliver to said City of Henderson (42.79%) and Vance County (57.21%) a good and sufficient deed for said lands upon the payment to him of the said purchase price; and

WHEREAS, said purchase price has been fully paid;

NOW, THEREFORE, said N. Kyle Hicks, acting as Commissioner as aforesaid, and under authority of said Order of Court and in consideration of the purchase prices listed below, has bargained and sold and by these presents, does hereby bargain, sell and convey unto the Party of the Second Part, its successors and/or assigns, all of that certain tracts or parcels of land lying and being situate in the City of Henderson, Vance County, North Carolina, and more particularly described as follows:

(a) \$3,465.00 for 884 Lamb Street (Map #006105005)
The lot fronting 68 feet on Lamb Street, and running back 97.6 feet deep, more or less. The same being Lot No. 67 in Block 6 as shown on the Plat made March, 1941 by William Boyd Surveyor, of the Henderson Cotton Mill Property, which Plat is recorded in the Register of Deeds Office of Vance County, North Carolina, in Book "C" Page 86, to which reference is made for other and further description. See also Deed Book 230, Page 52, and Book 629, Page 144, Vance County Registry. And being a portion of the property conveyed by Ruffin B. Grady et al to Joseph B. Farmer, by Deed dated January 5, 2005, and recorded in said Registry in Book 1078, Page 735.

(b) \$3,900.00 for 302 Main Street (Map #006105001)
The same being Lot #54 in Block 6 as shown on plat made March, 1941, by William Boyd, Surveyor, of the Henderson Cotton Mill Property, which plat is recorded in the Register of Deeds Office of Vance County, North Carolina, in Book "C", Page 86, to which reference is made for other and further description.

(c) \$8,865.00 for 912 Lamb Street (Map #006105002)
Lot 65, in Block No. 6 as shown on Plat made March, 1941, by William Boyd, Surveyor, of the Henderson Cotton Mill Property, which plat is recorded in the Register of Deeds Office of Vance County, North Carolina, in Book "C", Page 86, to which reference is made for other and further description. This lot fronts 65 feet on Lamb Street and runs back 127.1 feet deep.

Reference is made to Deed recorded in Book 230, Page 62, Book 249, Page 470, Book 302, Page 619, and Book 321, Page 284, Vance County Registry. See also Deed recorded in Book 549, Page 276, Vance County Registry.

(d) \$8,300.00 for 904 Lamb Street (Map #006105003)
Being Lot No. 66 in Block 6 as shown on the plat made March 1941, by W. K. Boyd, Surveyor, of the Henderson Cotton Mill Property which plat is recorded in the Register of Deeds Office of Vance County, North Carolina, in Book "C", Page 86, to which reference is made for other and further description. See also Deed recorded in Book 230, at Page 47; and Book 246, Page 402, Register of Deeds Office for Vance County, North Carolina. See also Book 454, at Page 275, Vance County Registry.

(e) \$3,430.00 for 306 Main Street (Map #006105019)
Being a portion of the land conveyed by the Henderson Cotton Mills to Henderson Harriett Housing Corporation, bounded and described as follows:
The Lot fronting 72 feet on Main Street, and running back 117 feet deep, more or less.
The same being Lot No. 63 in Block No. 6, as shown on the plat made March, 1941, by William Boyd, Surveyor, of the Henderson Cotton Mill Property, which Plat is recorded in the Register of Deeds Office of Vance County, North Carolina, in Book "C", Page 86, to which reference is made for other and further description.

(f) \$5,915.00 for 715 Vaughan Street (Map #007502004)
Begin at a stake on Vaughan Street, 100 feet from the intersection of Rockspring Street, on Vaughan Street, on the West side of Vaughan Street, and run thence in a northeasterly direction along Vaughan Street, 100 feet to a stake; thence in a northeasterly direction 76-1/4 feet to a stake; thence in a Southerly direction 95 feet to a stake; thence in a easterly direction to the place of beginning. See Deed from A. A. Bunn to Hilliard Williams, Register of Deeds Office of Vance County. For further reference, see also Deed Book 198, Page 34, and Book 597, Page 272, Vance County Registry. And being a portion of that property conveyed by Ruffin B. Grady et al to Joseph B. Farmer, by Deed dated January 5, 2005, and recorded in said Registry in Book 1078, Page 735.

(g) \$3,980.00 for 913 Lamb Street (Map #006101012)
Begin at a stake on the west side of Lamb Street near the City of Henderson 100 feet from the south edge of Main Street and run along Lamb Street south 5 deg East 72 feet to Lot #10; thence along the line of Lot #10 North 61-1/2" West 101.3 feet to the line of Lot #9; thence along the line of Lot #9 North 31 deg East 35 feet to corner, continue along the line of Lot #9 North 59" West 27.7 feet to line of Lot No. 13; run thence along the line of Lot #13 North 29-1/2" East 31.7 feet to the line of Lot #12 South 61 deg East 98.7 feet to the beginning. All reference to lots in development as shown in Plat Book "C", Page 86.
This being Lot #11 in Block #2 as shown by the map of W. K. Boyd, Engr. as recorded in Map Book "C", Page 86, Vance County Registry, being a part of the Henderson-Harriett Housing Company Development, said lot fronting 72 feet on Lamb Street. See Book 230, Page 61, Vance County Registry; also Book 221, Page 435, Vance County Registry.

TO HAVE AND TO HOLD the aforesaid tracts or parcels of land and all privileges and appurtenances thereunto belonging unto it, the said Party of the Second Part, its successors and/or assigns, in as full and ample a manner as said N. Kyle Hicks, acting as Commissioner as aforesaid, is authorized and empowered to convey the same.

IN TESTIMONY WHEREOF, the said Party of the First Part, N. Kyle Hicks acting as Commissioner as aforesaid, has hereunto set his hand and seal, this the day and year first above written.

 (SEAL)
N. Kyle Hicks, Commissioner

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0279

BK1245PG0279

STATE OF NORTH CAROLINA; COUNTY OF GRANVILLE

I, the undersigned Notary Public for the County of Vance and State of North Carolina, do hereby certify that N. Kyle Hicks, acting as Commissioner herein, either (x) personally known to me or () proven by satisfactory evidence (said evidence being _____), personally appeared before me this day, and acknowledged the voluntary due execution of the foregoing instrument by him for the purposes stated therein. Witness my hand and notarial seal, this the 10th day of May, 2012.



Bridget A. Harris
Bridget A. Harris, Notary Public

My Commission Expires: 11/28/2015

City Council Action Form

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



Agenda Item: _____

Council Meeting: 11 Aug 14 Work Session

29 July 2014

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

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

RE: **CAF: 14-79**

Consideration of Approval of Ordinance 14-37, Revising the City Code to Appropriately Reflect City Council Committees

Ladies and Gentlemen:

Council Retreat Goals Addressed By This Item:

- CV 4: We value the public trust and will perform our duties and responsibilities with the highest levels of integrity, honesty, trustworthiness and professionalism.

Recommendation:

- Approval of Ordinance 14-37, Revising the City Code to Appropriately Reflect City Council Committees

Executive Summary:

During the 11 January 2010 Council Meeting, Resolution 10-05 was approved to reorganize the committee structure. The reorganization incorporated all the committees into the Committee of the Whole, except the Human Resources Committee, the Public Safety Committee, the Land Planning and Development Committee and the Boards and Commissions Committee.

During the 10 January 2011 Council Meeting, Resolution 11-17 was approved which granted the Mayor authority to appoint a City Council Liaison and folded the Inter-Governmental Committee into the Committee of the Whole.

An ordinance for both changes was never submitted to Council for approval. This Ordinance makes the appropriate changes to City Code, Chapter 2, Article II, Section II.

Enclosure:

1. Ordinance 14-37
2. Resolution 10-05
3. Resolution 11-17

CAF 14-79: 11 August 2014 Council Meeting: 28 July 2014 Work Session

ORDINANCE 14-37

AN ORDINANCE RELATING TO CITY COUNCIL COMMITTEES

The City Council of the City of Henderson, North Carolina doth ordain:

Section 1. That Sec. 2-7 of the City Code is rewritten to read as follows:

“Sec. 2-7. Order of Business.

The City Council can determine the order of the transaction of business at City Council meetings.”

Section 2. That Section 2-14 of the City Code relating to “Order of Reports” is hereby repealed.

Section 3. That Sec. 2-22. Committees. is rewritten to read as follows:

“Sec. 2-22. Committees.

The City Council can appoint (or delegate to the Mayor to appoint) such committees relative to such matters and to perform such duties as the City Council may deem appropriate from time to time.”

Section 4. The foregoing Ordinance shall be in full force and effect from and after the date of its passage.

The foregoing Ordinance 14-37, upon motion of Council member _____ and seconded by Council Member _____, and having been submitted to a roll call vote and received the following votes and was **APPROVED/DISAPPROVED** on this the ____ day of _____, 2014: YES: . NO: . ABSTAIN: . ABSENT: .

James D. O’Geary, Mayor

ATTEST:

Esther J. McCrackin, City Clerk

Approved to Legal Form:

John H. Zollicoffer, Jr., City Attorney

*Reference: Minute Book 43, p. **.*

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 foregoing Ordinance is a true and exact copy of *Ordinance 14-37, An Ordinance Relating to City Council Committees*, adopted by the Henderson, City Council in Regular Session on 14 July 2014 (*See Minute Book 43, p. ***). This Ordinance is recorded in *Ordinance Book # 9, pp. ***.

Witness my hand and corporate seal of the City, this 15th day of July 2014.

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

RESOLUTION 10-05

A RESOLUTION ESTABLISHING CITY COUNCIL POLICY REGARDING CITY COUNCIL COMMITTEE OF THE WHOLE; CITY COUNCIL COMMITTEE APPOINTMENTS AND APPOINTMENT OF THE SERGEANT-AT-ARMS

WHEREAS, the City Council reorganizes itself during the first meetings after biennial Installation of newly elected officials; and

WHEREAS, newly elected officials were Installed at the 14 December 2009 City Council meeting and as part of the reorganization the City Council appointed Council Member Lonnie Davis as Mayor Pro-Tempore and reappointed City Manager Ray Griffin, City Attorney John Zollicoffer and City Clerk Pamela Glover; and

WHEREAS, another function of reorganization for the new City Council is to consider the appointment of Council Members to committees, boards and commissions; and

WHEREAS, it is felt that the City Council practice of utilizing Work Sessions and it serving as the Committee of the Whole should be expanded and formalized as City Council Policy; and

WHEREAS, the Mayor and City Council may, at any time as it deems appropriate, appoint new committees, either standing or ad-hoc, and

WHEREAS, it is felt that a Sergeant-at-Arms would be an appropriate appointment.

NOW, THEREFORE, BE IT RESOLVED, by the City of Henderson City Council that it approves the reorganization of its current committee structure to provide for the City Council to serve as the Committee of the Whole for matters that involve the former Finance and Budget Committee, Journal Committee, Legislative Committee, Community Development Committee, Public Works Committee and the Public Utilities Committee; said committee to operate in the Work Session environment and the Mayor shall serve as its Chairman and the Mayor Pro-Tempore as its Vice Chairman; and

BE IT FURTHER RESOLVED that there will be five committees of Council, Human Resources Committee, Public Safety Committee, Land Planning and Development Committee, Boards and Commissions Committee and City-County Inter-governmental Committee, and each shall consist of four elected officials being appointed by the Mayor with consultation with Mayor-Pro Tempore. The Mayor, in consultation with the Mayor Pro-Tempore, shall appoint the Chairman and Vice Chairman. The Chairman will serve in the first year and as Vice Chairman in the second year of the term. Conversely, the

CAF 14-79: 11 August 2014 Council Meeting: 28 July 2014 Work Session

Vice Chairman shall serve in the first year and as Chairman in the second year of the term. Committees shall meet on an as-needed basis only.

BE IT FURTHER RESOLVED that the Police Chief, or his designee, shall serve as Sergeant-at-Arms.

The foregoing Resolution, introduced by Councilmember Rainey and seconded by Councilmember Peace on this the 11th day of January 2010, and having been submitted to a roll call vote, was approved by the following votes: Evans, Coffey, Rainey, Inscoc, Daeke, Peace, Davis, and Daye Noes: None Absent: None

James D. O'Geary, Mayor
City of Henderson

ATTEST:

Pamela Glover, City Clerk

Approved to Legal Form:

John H. Zollicoffer, Jr., City Attorney

RESOLUTION 11—17

A RESOLUTION PROVIDING FOR THE APPOINTMENT OF A CITY COUNCIL LIAISON TO THE VANCE COUNTY BOARD OF COMMISSIONERS AND REORGANIZING THE INTERGOVERNMENTAL COMMITTEE

WHEREAS, the Henderson City Council (Council) conducted its Annual Planning Retreat in January 2010, and during said Retreat identified eight Key Strategic Objectives (KSO) and Goals and 12 Core Values; *and*

WHEREAS, this Resolution addresses one Core Value as follows: Core Value 9: We value a good working relationship with the County of Vance and believe by working together in a cooperative effort we can better address the strategic challenges and opportunities facing our community; *and*

WHEREAS, the City of Henderson (City) and County of Vance (County) have met several times during the past year via their respective inter-governmental committees to discuss items of mutual interest and concern; *and*

WHEREAS, it is felt to be in the best interest of furthering City/County relations for the Mayor to appoint a liaison from the Council to the County Board of Commissioners.

NOW THEREFORE BE IT RESOLVED by the Henderson City Council that it does hereby 1) create the position of City-County Liaison and said duties and responsibilities of said Liaison being more fully articulated in **Attachment A** to this Resolution; *and* 2) authorizes the Mayor to appoint a member of City Council to serve as its Liaison to the Vance County Board of Commissioners; and 3) the City's Inter-Governmental Committee will be absorbed by and become part of the Council's Committee of the Whole.

The foregoing Resolution 11—17, upon motion of Council Member Daeke and second by Council Member Daye, and having been submitted to a roll call vote received the following votes and was APPROVED on this the 14th day of February 2011: YES: Daye, Coffey, Inscoc, Rainey, Peace-Jenkins, Daeke and Davis. 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

Reference:

- 10 January 2011, 28 January 2011 and 14 February 2011 Minutes, Minute Book 42, p. 39
- CAF 10-25, 5 January 2011
- Resolution 10-5, Resolution Book 1, p. 305.
- CAF 10—9, 7 January 2010

Resolution 11-17
Attachment A
Roles and Responsibilities of the City/County Liaison

I. Purpose

To further develop and improve the relationship between the City of Henderson (City) and the County of Vance (County) by fostering improved communication and dialogue between the two entities. It is expected the City/County Liaison process will result in a more timely and effective decision making process on issues of importance to both the City and County.

II Core Values Addressed

Core Value 9—Good Working Relationship with Vance County: We value a good working relationship with the County of Vance and believe by working together in a cooperative effort we can better address the strategic challenges and opportunities facing our community.

III Roles and Expectations of Liaison

The position of City/County Liaison (Liaison) shall serve as the City Council's main contact person with the Vance County Board of Commissioners County/City Liaison. The values by which the City's Liaison shall work are summarized below:

- The Liaison will only represent to his/her County counterpart the views, concerns, opinions and requests of the Council as a whole and not those of individual Council Members or a group of Council Members.
- City Council will share its concerns on various matters as they arise and ask the Liaison to consult with his/her County counterpart, attempt to find common ground and to report progress and/or recommendations for it to consider at a future meeting.
- The Liaison may make suggestions to the Mayor and City Council during its meetings on things he/she feels are important issues to carry before his/her County counterpart.
- The Liaison will advise and seek recommendations and input from the City Council during its meetings and work sessions.
- City Council reserves unto itself the sole right to accept and/or reject recommendations from the Liaison.

IV Appointment

The City Council may, at its discretion and by Resolution, repeal the Liaison process established by this Resolution. The Mayor shall be authorized to appoint a Liaison from the membership of the City Council. Subsequent to the initial appointment, the Mayor shall appoint the Liaison at the same time he/she makes City Council Committee appointments, said appointments customarily made at the first meeting of January following the seating of a new City Council.

City Council Action Form

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



Agenda Item: _____

Council Meeting: 11 Aug 14 Reg. Meeting

4 August 2014

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

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

RE: CAF: 14-61-A

Consideration of Approval of Resolution 14-39-A, Accepting the 2014 BJA Grant in the amount of \$16,935; and Ordinance 14-39, FY15 Budget Amendment #3, Establishing the 2014 BJA Grant Project Budget.

Ladies and Gentlemen:

Council Goals Addressed By This Item:

- *KSO2: Reduce Crime:* To Reduce Crime and Provide for a Safe Community; *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.

Recommendation:

- Approval of Resolution 14-39-A, Accepting the 2014 BJA Grant in the amount of \$16,935; and Ordinance 14-39, FY15 Budget Amendment #3, Establishing the 2014 BJA Grant Project Budget.

Executive Summary:

City Council authorized the submission of an application to the US Department of Justice for the 2014 BJA JAG Grant in the amount of \$16,935 on 5 May 2014 via Resolution 14-39. This grant is an annual submission that shares funding between the City and County. This years' allocations are in the amounts of \$10,161 and \$6,774; respectively.

Notice has been received of grant award in the amount requested; therefore, it is requested that Council approve Resolution 14-39-A authorizing acceptance of the Grant and Ordinance 14-39 FY15 Budget Amendment #3 to establish budget for said grant.

Enclosures:

1. Resolution 14-39-A
2. Ordinance 14-39
3. Resolution 14-39

RESOLUTION 14-39-A

ACCEPTING THE 2014 BJA JUSTICE ASSISTANCE GRANT FOR THE CITY OF HENDERSON POLICE DEPARTMENT AND THE COUNTY OF VANCE SHERIFF DEPARTMENT

WHEREAS, the Henderson City Council (Council) identified eight Key Strategic Objectives (KSO) at its 2014 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.*

WHEREAS, the Council authorized the submission of a grant application for 2014 BJA funding that would be shared between the City of Henderson and the County of Vance via *Resolution 14-39* at the Council's 5 May 2014 meeting, said grant application being in the amount of \$16,935, with \$6,774 being designated for the Vance County Sheriff's Department and \$10,161 being designated for the City's Police Department; *and*

WHEREAS, the City has received notice of grant award in the amount of \$16,935, said grant funds to be distributed to the City's Police Department and the County's Sheriff Department as noted in the preceding paragraph and it is now appropriate to accept the grant.

NOW, THEREFORE BE IT RESOLVED BY THE HENDERSON CITY COUNCIL THAT it does hereby accept the 2014 BJA Grant in the amount of \$16,935, said funds to be disbursed in accordance with grant requirements to the Henderson Police Department in the amount of \$10,161 for the purchase of mobile cameras and the Vance County Sheriff Department in the amount of \$6,774 for the purchase of law enforcement equipment; *and*

BE IT FURTHER RESOLVED THAT the Mayor and City Manager are authorized to sign all documents necessary to accept and execute grant with the US Department of Justice, said grant agreement being more fully articulated in **Attachment A** of this Resolution.

The foregoing Resolution 14-39-A, 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 ***** 2014: YES: . NO: . ABSTAIN: . ABSENT: .

James D. O'Geary, Mayor

ATTEST:

Esther J. McCrackin, City Clerk
Approved to Legal Form:

John H. Zollicoffer, Jr., City Attorney

*Reference: Minute Book_, pp. **, CAF 14-61-A*

 Department of Justice Office of Justice Programs Bureau of Justice Assistance		Grant		PAGE 1 OF 7
1. RECIPIENT NAME AND ADDRESS (Including Zip Code) City of Henderson 134 Rose Avenue P.O. Box 1434 Henderson, NC 27536-4142		4. AWARD NUMBER: 2014-DJ-BX-0624 5. PROJECT PERIOD: FROM 10/01/2013 TO 09/30/2015 BUDGET PERIOD: FROM 10/01/2013 TO 09/30/2015 6. AWARD DATE 08/01/2014		
1A. GRANTEE IRS/VENDOR NO. 566001245		7. ACTION Initial		
3. PROJECT TITLE Henderson/Vance BJA JAG 2014		8. SUPPLEMENT NUMBER 00 9. PREVIOUS AWARD AMOUNT \$ 0		
		10. AMOUNT OF THIS AWARD \$ 16,935 11. TOTAL AWARD \$ 16,935		
12. SPECIAL CONDITIONS THE ABOVE GRANT PROJECT IS APPROVED SUBJECT TO SUCH CONDITIONS OR LIMITATIONS AS ARE SET FORTH ON THE ATTACHED PAGE(S).				
13. STATUTORY AUTHORITY FOR GRANT This project is supported under FY14(BJA - JAG) 42 USC 3750, et seq.				
15. METHOD OF PAYMENT GPRS				
AGENCY APPROVAL		GRANTEE ACCEPTANCE		
16. TYPED NAME AND TITLE OF APPROVING OFFICIAL Denise O'Donnell Director		18. TYPED NAME AND TITLE OF AUTHORIZED GRANTEE OFFICIAL Ray Griffin City Manager		
17. SIGNATURE OF APPROVING OFFICIAL 		19. SIGNATURE OF AUTHORIZED RECIPIENT OFFICIAL 		19A. DATE
AGENCY USE ONLY				
20. ACCOUNTING CLASSIFICATION CODES FISCAL YR. FUND C. BUD. A. OFC. DIV. RE. SUB. POMS AMOUNT EAR ODE CT. G. X B DJ 80 00 00 16935		21. NDJUGT0373		

OJP FORM 4000/2 (REV. 5-87) PREVIOUS EDITIONS ARE OBSOLETE.

OJP FORM 4000/2 (REV. 4-88)



Department of Justice
Office of Justice Programs
Bureau of Justice Assistance

**AWARD
CONTINUATIONSHEET
Grant**

PAGE 2 OF 7

PROJECT NUMBER 2014-DJ-BX-0624

AWARD DATE 08/01/2014

SPECIAL CONDITIONS

1. The recipient agrees to comply with the financial and administrative requirements set forth in the current edition of the Office of Justice Programs (OJP) Financial Guide.
2. The recipient acknowledges that failure to submit an acceptable Equal Employment Opportunity Plan (if recipient is required to submit one pursuant to 28 C.F.R. Section 42.302), that is approved by the Office for Civil Rights, is a violation of its Certified Assurances and may result in suspension or termination of funding, until such time as the recipient is in compliance.
3. The recipient agrees to comply with the organizational audit requirements of OMB Circular A-133, Audits of States, Local Governments, and Non-Profit Organizations, and further understands and agrees that funds may be withheld, or other related requirements may be imposed, if outstanding audit issues (if any) from OMB Circular A-133 audits (and any other audits of OJP grant funds) are not satisfactorily and promptly addressed, as further described in the current edition of the OJP Financial Guide.
4. Recipient understands and agrees that it cannot use any federal funds, either directly or indirectly, in support of the enactment, repeal, modification or adoption of any law, regulation or policy, at any level of government, without the express prior written approval of OJP.
5. The recipient must promptly refer to the DOJ OIG any credible evidence that a principal, employee, agent, contractor, subgrantee, subcontractor, or other person has either 1) submitted a false claim for grant funds under the False Claims Act; or 2) committed a criminal or civil violation of laws pertaining to fraud, conflict of interest, bribery, gratuity, or similar misconduct involving grant funds. This condition also applies to any subrecipients. Potential fraud, waste, abuse, or misconduct should be reported to the OIG by -

mail:

Office of the Inspector General
U.S. Department of Justice
Investigations Division
950 Pennsylvania Avenue, N.W.
Room 4706
Washington, DC 20530

e-mail: oig.hotline@usdoj.gov

hotline: (contact information in English and Spanish): (800) 869-4499

or hotline fax: (202) 616-9881

Additional information is available from the DOJ OIG website at www.usdoj.gov/oig.

6. Recipient understands and agrees that it cannot use any federal funds, either directly or indirectly, in support of any contract or subaward to either the Association of Community Organizations for Reform Now (ACORN) or its subsidiaries, without the express prior written approval of OJP.
7. The recipient agrees to comply with any additional requirements that may be imposed during the grant performance period if the agency determines that the recipient is a high-risk grantee. Cf. 28 C.F.R. parts 66, 70.



Department of Justice
Office of Justice Programs
Bureau of Justice Assistance

**AWARD
CONTINUATIONSHEET
Grant**

PAGE 3 OF 7

PROJECT NUMBER 2014-DJ-BX-0624

AWARD DATE 08/01/2014

SPECIAL CONDITIONS

8. The recipient agrees to comply with applicable requirements regarding registration with the System for Award Management (SAM) (or with a successor government-wide system officially designated by OMB and OJP). The recipient also agrees to comply with applicable restrictions on subawards to first-tier subrecipients that do not acquire and provide a Data Universal Numbering System (DUNS) number. The details of recipient obligations are posted on the Office of Justice Programs web site at <http://www.ojp.gov/funding/sam.htm> (Award condition: Registration with the System for Award Management and Universal Identifier Requirements), and are incorporated by reference here. This special condition does not apply to an award to an individual who received the award as a natural person (i.e., unrelated to any business or non-profit organization that he or she may own or operate in his or her name).
9. Pursuant to Executive Order 13513, "Federal Leadership on Reducing Text Messaging While Driving," 74 Fed. Reg. 51225 (October 1, 2009), the Department encourages recipients and sub recipients to adopt and enforce policies banning employees from text messaging while driving any vehicle during the course of performing work funded by this grant, and to establish workplace safety policies and conduct education, awareness, and other outreach to decrease crashes caused by distracted drivers.
10. The recipient agrees to comply with all applicable laws, regulations, policies, and guidance (including specific cost limits, prior approval and reporting requirements, where applicable) governing the use of federal funds for expenses related to conferences, meetings, trainings, and other events, including the provision of food and/or beverages at such events, and costs of attendance at such events. Information on pertinent laws, regulations, policies, and guidance is available in the OJP Financial Guide Conference Cost Chapter.
11. The recipient understands and agrees that any training or training materials developed or delivered with funding provided under this award must adhere to the OJP Training Guiding Principles for Grantees and Subgrantees, available at <http://www.ojp.usdoj.gov/funding/ojptrainingguidingprinciples.htm>.
12. The recipient agrees that if it currently has an open award of federal funds or if it receives an award of federal funds other than this OJP award, and those award funds have been, are being, or are to be used, in whole or in part, for one or more of the identical cost items for which funds are being provided under this OJP award, the recipient will promptly notify, in writing, the grant manager for this OJP award, and, if so requested by OJP, seek a budget-modification or change-of-project-scope grant adjustment notice (GAN) to eliminate any inappropriate duplication of funding.
13. The recipient understands and agrees that award funds may not be used to discriminate against or denigrate the religious or moral beliefs of students who participate in programs for which financial assistance is provided from those funds, or of the parents or legal guardians of such students.
14. The recipient understands and agrees that - (a) No award funds may be used to maintain or establish a computer network unless such network blocks the viewing, downloading, and exchanging of pornography, and (b) Nothing in subsection (a) limits the use of funds necessary for any Federal, State, tribal, or local law enforcement agency or any other entity carrying out criminal investigations, prosecution, or adjudication activities.
15. The recipient agrees to comply with OJP grant monitoring guidelines, protocols, and procedures, and to cooperate with BJA and OCFO on all grant monitoring requests, including requests related to desk reviews, enhanced programmatic desk reviews, and/or site visits. The recipient agrees to provide to BJA and OCFO all documentation necessary to complete monitoring tasks, including documentation related to any subawards made under this award. Further, the recipient agrees to abide by reasonable deadlines set by BJA and OCFO for providing the requested documents. Failure to cooperate with BJA's/OCFO's grant monitoring activities may result in sanctions affecting the recipient's DOJ awards, including, but not limited to: withholdings and/or other restrictions on the recipient's access to grant funds; referral to the Office of the Inspector General for audit review; designation of the recipient as a DOJ High Risk grantee; or termination of an award(s).



Department of Justice
Office of Justice Programs
Bureau of Justice Assistance

**AWARD
CONTINUATIONSHEET
Grant**

PAGE 4 OF 7

PROJECT NUMBER 2014-DJ-BX-0624

AWARD DATE 08/01/2014

SPECIAL CONDITIONS

16. The recipient agrees that all income generated as a direct result of this award shall be deemed program income. All program income earned must be accounted for and used for the purposes of funds provided under this award, including such use being consistent with the conditions of the award, the effective edition of the OJP Financial Guide and, as applicable, either (1) 28 C.F.R. Part 66 or (2) 28 C.F.R. Part 70 and 2 C.F.R. Part 215 (OMB Circular A-110). Further, the use of program income must be reported on the quarterly Federal Financial Report, SF 425.
17. To avoid duplicating existing networks or IT systems in any initiatives funded by BJA for law enforcement information sharing systems which involve interstate connectivity between jurisdictions, such systems shall employ, to the extent possible, existing networks as the communication backbone to achieve interstate connectivity, unless the grantee can demonstrate to the satisfaction of BJA that this requirement would not be cost effective or would impair the functionality of an existing or proposed IT system.
18. In order to promote information sharing and enable interoperability among disparate systems across the justice and public safety community, OJP requires the grantee to comply with DOJ's Global Justice Information Sharing Initiative (DOJ's Global) guidelines and recommendations for this particular grant. Grantee shall conform to the Global Standards Package (GSP) and all constituent elements, where applicable, as described at: http://www.it.ojp.gov/gsp_grantcondition. Grantee shall document planned approaches to information sharing and describe compliance to the GSP and appropriate privacy policy that protects shared information, or provide detailed justification for why an alternative approach is recommended.
19. The recipient is required to establish a trust fund account. (The trust fund may or may not be an interest-bearing account.) The fund, including any interest, may not be used to pay debts or expenses incurred by other activities beyond the scope of the Edward Byrne Memorial Justice Assistance Grant Program (JAG). The recipient also agrees to obligate the grant funds in the trust fund (including any interest earned) during the period of the grant and expend within 90 days thereafter. Any unobligated or unexpended funds, including interest earned, must be returned to the Office of Justice Programs at the time of closeout.



Department of Justice
Office of Justice Programs
Bureau of Justice Assistance

**AWARD
CONTINUATIONSHEET
Grant**

PAGE 5 OF 7

PROJECT NUMBER 2014-DJ-BX-0624

AWARD DATE 08/01/2014

SPECIAL CONDITIONS

20. The grantee agrees to assist BJA in complying with the National Environmental Policy Act (NEPA), the National Historic Preservation Act, and other related federal environmental impact analyses requirements in the use of these grant funds, either directly by the grantee or by a subgrantee. Accordingly, the grantee agrees to first determine if any of the following activities will be funded by the grant, prior to obligating funds for any of these purposes. If it is determined that any of the following activities will be funded by the grant, the grantee agrees to contact BJA.

The grantee understands that this special condition applies to its following new activities whether or not they are being specifically funded with these grant funds. That is, as long as the activity is being conducted by the grantee, a subgrantee, or any third party and the activity needs to be undertaken in order to use these grant funds, this special condition must first be met. The activities covered by this special condition are:

- a. New construction;
- b. Minor renovation or remodeling of a property located in an environmentally or historically sensitive area, including properties located within a 100-year flood plain, a wetland, or habitat for endangered species, or a property listed on or eligible for listing on the National Register of Historic Places;
- c. A renovation, lease, or any proposed use of a building or facility that will either (a) result in a change in its basic prior use or (b) significantly change its size;
- d. Implementation of a new program involving the use of chemicals other than chemicals that are (a) purchased as an incidental component of a funded activity and (b) traditionally used, for example, in office, household, recreational, or education environments; and
- e. Implementation of a program relating to clandestine methamphetamine laboratory operations, including the identification, seizure, or closure of clandestine methamphetamine laboratories.

The grantee understands and agrees that complying with NEPA may require the preparation of an Environmental Assessment and/or an Environmental Impact Statement, as directed by BJA. The grantee further understands and agrees to the requirements for implementation of a Mitigation Plan, as detailed at <http://www.ojp.usdoj.gov/BJA/resource/nepa.html>, for programs relating to methamphetamine laboratory operations.

Application of This Special Condition to Grantee's Existing Programs or Activities: For any of the grantee's or its subgrantees' existing programs or activities that will be funded by these grant funds, the grantee, upon specific request from BJA, agrees to cooperate with BJA in any preparation by BJA of a national or program environmental assessment of that funded program or activity.

21. JAG funds may be used to purchase vests for an agency, but they may not be used as the 50% match for purposes of the Bulletproof Vest Partnership (BVP) program.
22. The recipient agrees to submit a signed certification that that all law enforcement agencies receiving vests purchased with JAG funds have a written "mandatory wear" policy in effect. Fiscal agents and state agencies must keep signed certifications on file for any subrecipients planning to utilize JAG funds for ballistic-resistant and stab-resistant body armor purchases. This policy must be in place for at least all uniformed officers before any JAG funding can be used by the agency for body armor. There are no requirements regarding the nature of the policy other than it being a mandatory wear policy for all uniformed officers while on duty.
23. Ballistic-resistant and stab-resistant body armor purchased with JAG funds may be purchased at any threat level, make or model, from any distributor or manufacturer, as long as the vests have been tested and found to comply with applicable National Institute of Justice ballistic or stab standards and are listed on the NIJ Compliant Body Armor Model List (<http://nij.gov>). In addition, ballistic-resistant and stab-resistant body armor purchased must be American-made. The latest NIJ standard information can be found here: <http://www.nij.gov/topics/technology/body-armor/safety-initiative.htm>.



Department of Justice
Office of Justice Programs
Bureau of Justice Assistance

**AWARD
CONTINUATIONSHEET
Grant**

PAGE 6 OF 7

PROJECT NUMBER 2014-DJ-BX-0624

AWARD DATE 08/01/2014

SPECIAL CONDITIONS

24. The recipient agrees that any information technology system funded or supported by OJP funds will comply with 28 C.F.R. Part 23, Criminal Intelligence Systems Operating Policies, if OJP determines this regulation to be applicable. Should OJP determine 28 C.F.R. Part 23 to be applicable, OJP may, at its discretion, perform audits of the system, as per the regulation. Should any violation of 28 C.F.R. Part 23 occur, the recipient may be fined as per 42 U.S.C. 3789g(c)-(d). Recipient may not satisfy such a fine with federal funds.
25. The recipient agrees to ensure that the State Information Technology Point of Contact receives written notification regarding any information technology project funded by this grant during the obligation and expenditure period. This is to facilitate communication among local and state governmental entities regarding various information technology projects being conducted with these grant funds. In addition, the recipient agrees to maintain an administrative file documenting the meeting of this requirement. For a list of State Information Technology Points of Contact, go to <http://www.it.ojp.gov/default.aspx?area=policyAndPractice&page=1046>.
26. The grantee agrees to comply with the applicable requirements of 28 C.F.R. Part 38, the Department of Justice regulation governing "Equal Treatment for Faith Based Organizations" (the "Equal Treatment Regulation"). The Equal Treatment Regulation provides in part that Department of Justice grant awards of direct funding may not be used to fund any inherently religious activities, such as worship, religious instruction, or proselytization. Recipients of direct grants may still engage in inherently religious activities, but such activities must be separate in time or place from the Department of Justice funded program, and participation in such activities by individuals receiving services from the grantee or a sub-grantee must be voluntary. The Equal Treatment Regulation also makes clear that organizations participating in programs directly funded by the Department of Justice are not permitted to discriminate in the provision of services on the basis of a beneficiary's religion. Notwithstanding any other special condition of this award, faith-based organizations may, in some circumstances, consider religion as a basis for employment. See http://www.ojp.gov/about/ocr/equal_fbo.htm.
27. The recipient acknowledges that all programs funded through subawards, whether at the state or local levels, must conform to the grant program requirements as stated in BJA program guidance.
28. Grantee agrees to comply with the requirements of 28 C.F.R. Part 46 and all Office of Justice Programs policies and procedures regarding the protection of human research subjects, including obtaining of Institutional Review Board approval, if appropriate, and subject informed consent.
29. Grantee agrees to comply with all confidentiality requirements of 42 U.S.C. section 3789g and 28 C.F.R. Part 22 that are applicable to collection, use, and revelation of data or information. Grantee further agrees, as a condition of grant approval, to submit a Privacy Certificate that is in accord with requirements of 28 C.F.R. Part 22 and, in particular, section 22.23.
30. The recipient agrees to monitor subawards under this JAG award in accordance with all applicable statutes, regulations, OMB circulars, and guidelines, including the OJP Financial Guide, and to include the applicable conditions of this award in any subaward. The recipient is responsible for oversight of subrecipient spending and monitoring of specific outcomes and benefits attributable to use of JAG funds by subrecipients. The recipient agrees to submit, upon request, documentation of its policies and procedures for monitoring of subawards under this award.
31. The recipient agrees that funds received under this award will not be used to supplant State or local funds, but will be used to increase the amounts of such funds that would, in the absence of Federal funds, be made available for law enforcement activities.



Department of Justice
Office of Justice Programs
Bureau of Justice Assistance

**AWARD
CONTINUATIONSHEET
Grant**

PAGE 7 OF 7

PROJECT NUMBER 2014-DJ-BX-0624

AWARD DATE 08/01/2014

SPECIAL CONDITIONS

32. Award recipients must submit quarterly a Federal Financial Report (SF-425) and annual performance reports through GMS (<https://grants.ojp.usdoj.gov>). Consistent with the Department's responsibilities under the Government Performance and Results Act (GPRA), P.L. 103-62, applicants who receive funding under this solicitation must provide data that measure the results of their work. Therefore, quarterly performance metrics reports must be submitted through BJA's Performance Measurement Tool (PMT) website (www.bjaperformancetools.org). For more detailed information on reporting and other JAG requirements, refer to the JAG reporting requirements webpage. Failure to submit required JAG reports by established deadlines may result in the freezing of grant funds and future High Risk designation.
33. Award recipients must verify Point of Contact(POC), Financial Point of Contact (FPOC), and Authorized Representative contact information in GMS, including telephone number and e-mail address. If any information is incorrect or has changed, a Grant Adjustment Notice (GAN) must be submitted via the Grants Management System (GMS) to document changes.
34. The grantee agrees that within 120 days of award acceptance, each current member of a law enforcement task force funded with these funds who is a task force commander, agency executive, task force officer, or other task force member of equivalent rank, will complete required online (internet-based) task force training. Additionally, all future task force members are required to complete this training once during the life of this award, or once every four years if multiple awards include this requirement. The training is provided free of charge online through BJA's Center for Task Force Integrity and Leadership (www.ctfli.org). This training addresses task force effectiveness as well as other key issues including privacy and civil liberties/rights, task force performance measurement, personnel selection, and task force oversight and accountability. When BJA funding supports a task force, a task force personnel roster should be compiled and maintained, along with course completion certificates, by the grant recipient. Additional information is available regarding this required training and access methods via BJA's web site and the Center for Task Force Integrity and Leadership (www.ctfli.org).
35. No JAG funds may be expended on the purchase of unmanned aircraft, unmanned aircraft systems or unmanned aerial vehicles (UA/UAS/UAV), unless the BJA Director certifies that extraordinary and exigent circumstances exist, making them essential to the maintenance of public safety and good order. Any state or local jurisdiction receiving BJA approval to utilize JAG funds for this type of purchase must certify to DOJ that it received Federal Aviation Administration (FAA) approval to operate a UA/UAS/UAV and that it is legal to operate a UA/UAS/UAV in the proposed jurisdiction or geographic area. The recipient must submit a statement on the goals and objectives for the use of a UA/UAS/UAV, the anticipated specific uses, and policy regarding privacy considerations. BJA may require additional reporting requirements that will be stipulated post award.
36. BJA strongly encourages the recipient to submit annual (or more frequent) JAG success stories. To submit a success story, sign in to your My BJA account at <https://www.bja.gov/Login.aspx> to access the Success Story Submission form. If you do not yet have a My BJA account, please register at <https://www.bja.gov/profile.aspx>. Once you register, one of the available areas on your My BJA page will be "My Success Stories". Within this box, you will see an option to add a Success Story. Once reviewed and approved by BJA, all success stories will appear on the new BJA Success Story web page at <https://www.bja.gov/SuccessStoryList.aspx>.
37. Recipient understands that the initial period of availability of funds for this award is two years. Recipient further understands that any requests for additional time for performance of this award, up to two additional years, will be granted automatically, pursuant to 42 U.S.C. § 3751(f) and in accordance with current fiscal year solicitation. Requests for additional time beyond a four year grant period will be subject to the discretion of the Director of the Bureau of Justice Assistance.



Department of Justice
Office of Justice Programs
Bureau of Justice Assistance

Washington, D.C. 20531

Memorandum To: Official Grant File

From: Orbin Terry, NEPA Coordinator

Subject: Incorporates NEPA Compliance in Further Developmental Stages for City of Henderson

The Edward Byrne Memorial Justice Assistance Grant Program (JAG) allows states and local governments to support a broad range of activities to prevent and control crime and to improve the criminal justice system, some of which could have environmental impacts. All recipients of JAG funding must assist BJA in complying with NEPA and other related federal environmental impact analyses requirements in the use of grant funds, whether the funds are used directly by the grantee or by a subgrantee or third party. Accordingly, prior to obligating funds for any of the specified activities, the grantee must first determine if any of the specified activities will be funded by the grant.

The specified activities requiring environmental analysis are:

- a. New construction;
- b. Any renovation or remodeling of a property located in an environmentally or historically sensitive area, including properties located within a 100-year flood plain, a wetland, or habitat for endangered species, or a property listed on or eligible for listing on the National Register of Historic Places;
- c. A renovation, lease, or any proposed use of a building or facility that will either (a) result in a change in its basic prior use or (b) significantly change its size;
- d. Implementation of a new program involving the use of chemicals other than chemicals that are (a) purchased as an incidental component of a funded activity and (b) traditionally used, for example, in office, household, recreational, or education environments; and
- e. Implementation of a program relating to clandestine methamphetamine laboratory operations, including the identification, seizure, or closure of clandestine methamphetamine laboratories.

Complying with NEPA may require the preparation of an Environmental Assessment and/or an Environmental Impact Statement, as directed by BJA. Further, for programs relating to methamphetamine laboratory operations, the preparation of a detailed Mitigation Plan will be required. For more information about Mitigation Plan requirements, please see <http://www.ojp.usdoj.gov/BJA/resource/nepa.html>. Please be sure to carefully review the grant conditions on your award document, as it may contain more specific information about environmental compliance.

	Department of Justice Office of Justice Programs Bureau of Justice Assistance		GRANT MANAGER'S MEMORANDUM, PT. I: PROJECT SUMMARY	
			Grant	
		PROJECT NUMBER 2014-DJ-BX-0624	PAGE 1 OF 1	
This project is supported under FY14(BJA - JAG) 42 USC 3750, et seq.				
1. STAFF CONTACT (Name & telephone number) Tamaro White (202) 353-3503		2. PROJECT DIRECTOR (Name, address & telephone number) Perry Twisdale Captain 134 Rose Avenue Henderson, NC 27536-4142 (252) 432-6059		
3a. TITLE OF THE PROGRAM BJA FY 14 Edward Byrne Memorial Justice Assistance Grant (JAG) Program: Local			3b. POMS CODE (SEE INSTRUCTIONS ON REVERSE)	
4. TITLE OF PROJECT Henderson/Vance BJA JAG 2014				
5. NAME & ADDRESS OF GRANTEE City of Henderson 134 Rose Avenue P.O. Box 1434 Henderson, NC 27536-4142		6. NAME & ADDRESS OF SUBGRANTEE		
7. PROGRAM PERIOD FROM: 10/01/2013 TO: 09/30/2015		8. BUDGET PERIOD FROM: 10/01/2013 TO: 09/30/2015		
9. AMOUNT OF AWARD \$ 16,935		10. DATE OF AWARD 08/01/2014		
11. SECOND YEAR'S BUDGET		12. SECOND YEAR'S BUDGET AMOUNT		
13. THIRD YEAR'S BUDGET PERIOD		14. THIRD YEAR'S BUDGET AMOUNT		
15. SUMMARY DESCRIPTION OF PROJECT (See instruction on reverse) The Edward Byrne Memorial Justice Assistance Grant Program (JAG) allows states and units of local government, including tribes, to support a broad range of activities to prevent and control crime based on their own state and local needs and conditions. Grant funds can be used for state and local initiatives, technical assistance, training, personnel, equipment, supplies, contractual support, and information systems for criminal justice, including for any one or more of the following program areas: 1) law enforcement programs; 2) prosecution and court programs; 3) prevention and education programs; 4) corrections and community corrections programs; 5) drug treatment and enforcement programs; 6) planning, evaluation, and technology improvement programs; and 7) crime victim and witness programs (other than compensation). The city of Henderson and Vance County are identified as disparate and have agreed to share the aggregate of funds allocated to them through the FY 2014 JAG Program to procure equipment for their law enforcement agencies. The Henderson Police Department will use their share of the funds to replace old, outdated in-				

OJP FORM 4000/2 (REV. 4-88)

car video cameras to improve the recording and preservation of officers' audio-visual during vehicle stops. Recordings will be used for training and evidentiary purposes. The Vance County Sheriff's Office will use JAG funds to purchase mobile data terminals, accessories, and communications cards for installation in Sheriff Deputies' patrol vehicles. NCA/NCF

O R D I N A N C E 14-39

AN AMENDMENT TO THE FY 2014 -- 2015 BUDGET BUDGET AMENDMENT #3

WHEREAS, the City Council of the City of Henderson (Council), on 11 June 2014, adopted its FY 14-15 Operating Budget; *and*

WHEREAS, the Council has created and uses a Grants Projects Fund for active grant projects. said fund referred to as 55: Grants Projects Fund; *and*

WHEREAS, it is necessary to amend the various revenue and expense accounts of the annual operating and grants projects fund from time-to-time, said amendment being incorporated into this Ordinance.

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

FUND: 55 Grants PROJECT: 2014 BJA Grant			Ordinance 14-39 FY 14-15 Budget Amendment #3 Establishing Grant Project 55-209: 2014 BJA Grant			
REVENUES			Approved enter date	Current Budget	Amendment	Revised
Department	Line Item	Code				
	Bureau of Justice Grant	55-209-458218	\$ -	\$ -	\$ 16,935	\$ 16,935
			\$ -	\$ -	\$ -	\$ -
		Total	\$ -	\$ -	\$ 16,935	\$ 16,935
					\$ 16,935	\$ 16,935
EXPENDITURES			Approved enter date	Current Budget	Amendment	Revised
Department	Line Item	Code				
	Capital Outlay < \$5,000	55-209-507400	\$ -	\$ -	\$ 10,161	\$ 10,161
	VC Sheriff Dept Share	55-209-509031	\$ -	\$ -	\$ 6,774	\$ 6,774
					\$ -	\$ -
		Total	\$ -	\$ -	\$ 16,935	\$ 16,935
						\$ 16,935
		Variance			\$ -	
Reference:			Notes:			
CAF 14-61-A; Resolution 14-39-A; Ord 14-39; BA #3; 8-11-14 Council Meeting			This ordinance serves to establish the grant project for the 2014 BJA Grant. These funds are to be shared with Vance County on a 60/40 split, City/County respectively. The City's portion will be used to purchase replacement in-car cameras and the County's portion will be used to purchase law enforcement equipment.			

The foregoing Ordinance 14-39, upon motion of Council Member ** and second by Council Member ***, and having been submitted to a roll call vote and received the following votes and was *** on this the 11th day of August 2014: YES: ***. NO: **. ABSTAIN: **. ABSENT: **.

James D. O'Geary, Mayor

ATTEST:

Esther J. McCrackin, City Clerk

Reference: Minute Book 42 p. ***; CAF 14-61-A

CAF 14-61-A: 11 August 2014 Council Meeting

Page 13 of 16

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 14-39 adopted by the Henderson, City Council in Regular Session on _____ 2014 (*Minute Book 42 p.***). This Ordinance is recorded in *Ordinance Book 9 p. ****.

Witness my hand and corporate seal of the City, this *** day of _____ 2014.

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

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

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

RESOLUTION 14-39

A RESOLUTION AUTHORIZING THE APPLICATION FOR GRANT FUNDING FROM THE US DEPARTMENT OF JUSTICE BJA JUSTICE ASSISTANCE GRANT PROGRAM FOR 2014

WHEREAS, the Henderson City Council identified eight Key Strategic Objectives (KSO) at its 2014 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 is the law enforcement agency with the responsibility for law enforcement within the City of Henderson *and*

WHEREAS, the Henderson Police Department seeks to use sworn officers to address crime and disorder problems within the City more effectively and safely; *and*

WHEREAS, the Henderson Police Department has successfully applied for and received grant funding for Law Enforcement purposes from the US Department of Justice BJA Justice Assistance Grant Program (BJA JAG) in the past, *and*

WHEREAS, the US Department of Justice BJA Justice Assistance Grants Program has announced that funding applications be submitted to their program for consideration for funding in the 2014-2015 Federal Fiscal Year, *and*

WHEREAS, the City of Henderson and Vance County have entered into and executed Memorandums of Understanding with regards to funding from the US Department of Justice BJA Justice Assistance Grants in the past, *and*

WHEREAS, the City of Henderson and Vance County have agreed to disperse the funds from US Department of Justice BJA Justice Assistance Grant Programs in the past with 60% of the funding being dispersed to the City of Henderson and 40% to Vance County as a disparate jurisdiction, *and*

WHEREAS, the City of Henderson has been allocated by the US Department of Justice BJA Justice Assistance Grants Program as eligible to apply for \$16,935 in funding.

NOW THEREFORE BE IT RESOLVED by the Henderson City Council that it does hereby authorize the Chief of Police of the Henderson Police Department to submit this application for grant funding in the amount of \$16,935, being more fully articulated in **Attachment A** to this Resolution, and authorizes the City Manager to approve said Application and the Memorandum of Understanding with Vance County on behalf of the City (See **Attachment B** to this Resolution).

The foregoing Resolution 14-39, upon motion of Council Member Kearney and second by Council Member Daye, and having been submitted to a roll call vote received the following votes and was APPROVED on this the 12th day of May, 2014: YES: Coffey, Inscoe, Rainey, Peace-Jenkins, Daeke, Simmons, Daye and Kearney. NO: None. ABSTAIN: None. ABSENT: None.

James D. O'Geary, Mayor

ATTEST:

Esther J. McCrackin, City Clerk

Approved as to Legal Form:

John H. Zollicoffer, Jr., City Attorney

Reference: Minute Book 43, p. 217

Meetings and Events Calendar

All Regular City Council Meetings Held 2nd & 4th Monday at 6:00 P.M.

Date	Time	Event	Location
Sept 1 st	<i>City Hall Closed</i>	<i>Happy Labor Day</i> 	<i>CITY HALL CLOSED</i>
Sept 2 nd	3:30 PM	Henderson Zoning Board of Adjustments	City Council Chambers
Sept 8 th	3:30 PM	Henderson Planning Board	City Council Chambers
Sept 8 th	5:00 PM	Library Advisory Board Meeting	Perry Memorial Library
Sept 8 th	6:00 PM	City Council Regular Meeting	City Council Chambers
Sept 11 th	12:00 PM	Henderson-Vance Parks & Recreation Commission	Aycock Recreation Center
Sept 18 th	7:00 PM	Human Relations Commission	City Council Chambers
Sept 22 nd	6:00 PM	City Council Meeting Work Session to Follow	City Council Chambers
Sept 26 th	10:00 AM	Henderson-Vance E-911 Advisory Board Meeting	E-911 Operations Center
Oct 6 th	3:30 PM	Henderson Planning Board	City Council Chambers
Oct 7 th	3:30 PM	Henderson Zoning Board of Adjustments	City Council Chambers
Oct 9 th	12:00 PM	Henderson-Vance Parks & Recreation Commission	Aycock Recreation Center
Oct 13 th	9:30 AM	KLRWS Advisory Board Meeting	City Hall Large Conference Room
Oct 13 th	<i>CANCELLED</i>	<i>City Council Regular Meeting CANCELLED</i>	<i>CANCELLED DUE TO NCLM CONFERENCE</i>
Oct 14 th	3:00 PM	Henderson Appearance Commission	City Council Chambers
Oct 16 th	7:00 PM	Human Relations Commission	City Council Chambers
Oct 27 th	6:00 PM	City Council Meeting Work Session to Follow	City Council Chambers
Nov 3 rd	3:30 PM	Henderson Planning Board	City Council Chambers
Nov 4 th	3:30 PM	Henderson Zoning Board of Adjustments	City Council Chambers
Nov 10 th	5:00 PM	Library Advisory Board Meeting	Perry Memorial Library
Nov 10	6:00 PM	City Council Regular Meeting	City Council Chambers

Last Updated 5 August 2014



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: 8/4/14

A handwritten signature in dark ink, appearing to read "DEW", is written over the "FROM" line.

FIRE SUPPRESSION AND RESCUE ACTIVITY REPORT FOR: July 2014

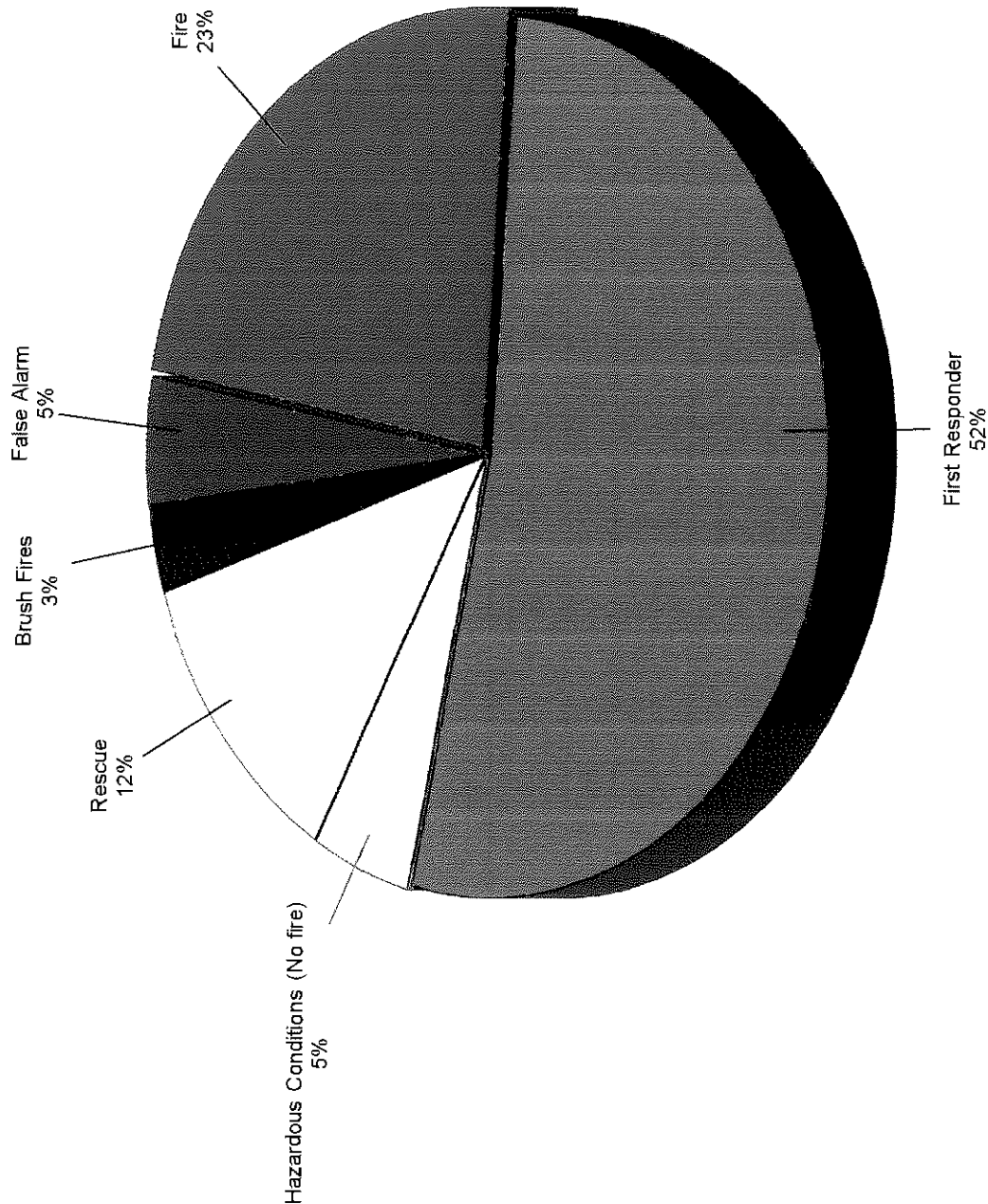
TYPE OF CALL	PRESENT MONTH	PREVIOUS MONTH	YEAR-TO-DATE
PRIVATE DWELLINGS (1 or 2 Family), Including Mobile Homes	31	21	148
APARTMENTS (3 or More Families)	2	3	12
HOTELS AND MOTELS	0	1	2
ALL OTHER RESIDENTIAL (Dormitories, Boarding Houses, Tents, etc.)	0	0	1
PUBLIC ASSEMBLY (Church, Restaurant, Clubs, etc.)	4	1	9
SCHOOLS AND COLLEGES	0	0	1
HEALTH CARE AND PENAL INSTITUTIONS (Hospitals, Nursing Homes, Prisons, etc.)	1	3	10
STORES AND OFFICES	3	2	14
INDUSTRY, UTILITY, DEFENSE, LABORATORIES, MANUFACTURING	0	0	7
STORAGE IN STRUCTURES (Barns, Vehicle storage Garages, General Storage, etc.)	0	3	4
OTHER STRUCTURES (Outbuildings, Bridges, etc.)	0	0	0
WORKING STRUCTURE FIRE	4	0	14
FIRES IN HIGHWAY VEHICLES (Autos, Trucks, Buses, etc.)	0	0	9
FIRES IN OTHER VEHICLES (Planes, Trains, Ships, Construction or Farm Vehicles)	1	0	1

FIRE OUTSIDE OF STRUCTURES WITH VALUE INVOLVED, BUT NOT VEHICLES (Outside Storage, Crops, Timber, etc.)	0	0	3
FIRES IN BRUSH, GRASS, WILD LAND (Excluding Crops and Timber) With No Value Involved	2	5	19
FIRES IN RUBBISH, INCLUDING DUMPSTERS (Outside structures), With No Value Involved	6	9	31
ALL OTHER FIRES	7	2	20
RESCUE	29	21	129
FIRST RESPONDER	135	141	975
FALSE ALARM RESPONSES (Malicious or Unintentional False Calls, Malfunctions, Bomb Scares)	12	19	87
MUTUAL AID OR ASSISTANCE RESPONSES	8	6	27
HAZARDOUS MATERIALS RESPONSES (Spills, Leaks, etc.)	1	2	14
OTHER HAZARDOUS RESPONSES (Arcing wires, Bomb Removal, Power Line Down, etc.)	3	5	37
ALL OTHER RESPONSES (Smoke Scares, Lock-Outs, Animal Rescues, etc.)	8	2	30
TOTALS	257	246	1604

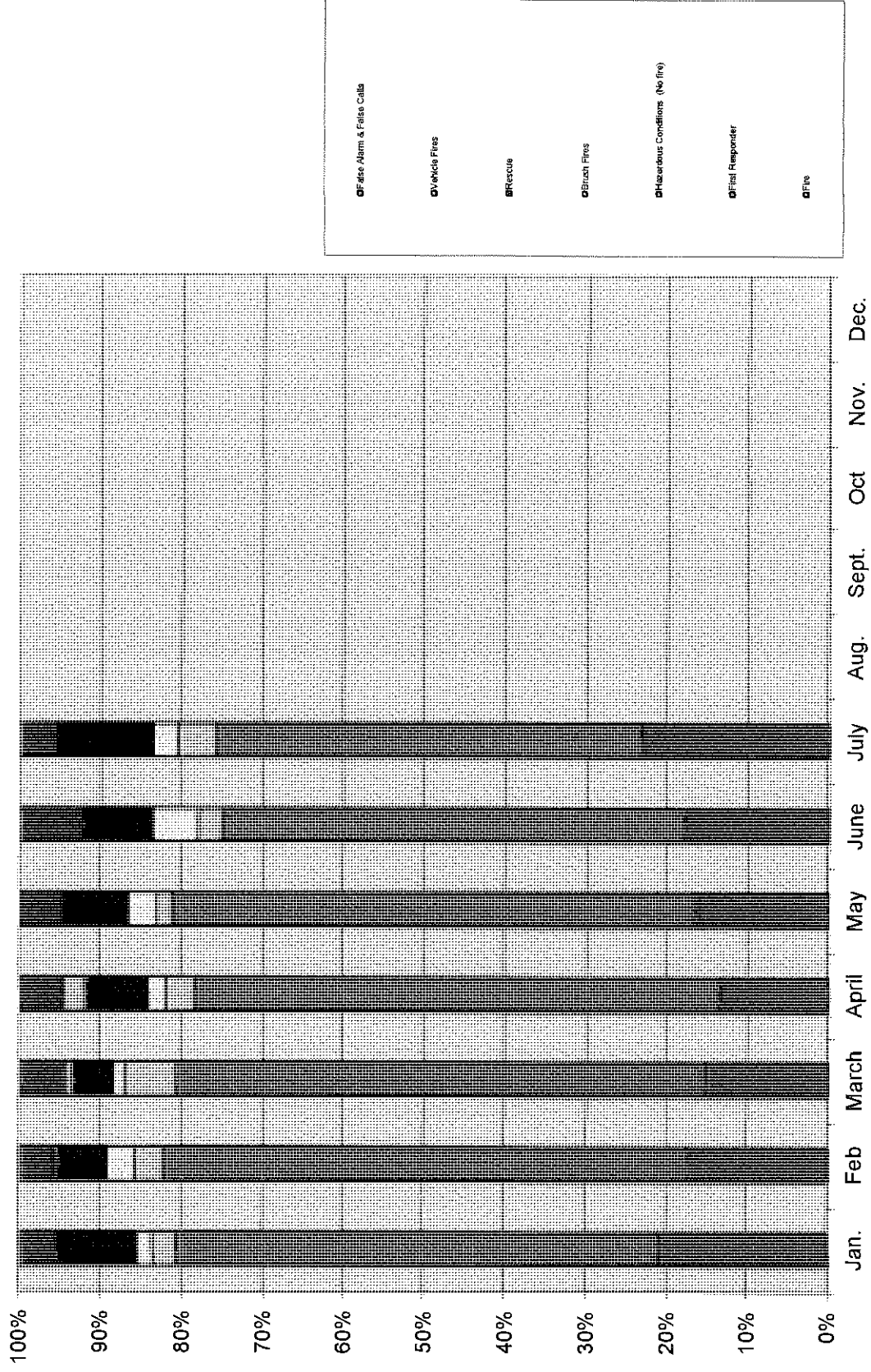
	PRESENT MONTH	PREVIOUS MONTH	YEAR-TO-DATE
Total Fire Incidents With Property and/or Contents Loss	7	3	42
Total of Property and Contents Value Saved	\$ 2,005,413.00	\$ 102,000.00	\$ 3,425,055.00

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

Incident Summary For July



YEAR TO DATE SUMMARY BY MONTH FOR 2014



INSPECTION ACTIVITIES REPORT FOR:**July, 2014**

INSPECTIONS	PRESENT MONTH	PREVIOUS MONTH	YEAR-TO-DATE
ASSEMBLY	10	7	55
BUSINESS	34	15	150
EDUCATIONAL	0	0	0
HAZARDOUS	0	0	0
INDUSTRIAL	2	0	2
INSTITUTIONAL	6	2	21
MERCANTILE	10	4	43
RESIDENTIAL	7	4	33
STORAGE	0	1	10
DAY CARE	0	0	0
HOME CARE	0	0	0
FOSTER CARE	0	0	0
VACANT	0	0	2
TOTALS	69	33	316

	PRESENT MONTH	PREVIOUS MONTH	YEAR-TO-DATE
CODE VIOLATIONS	36	31	203
FOLLOW UP INSPECTIONS	20	5	77

FIRE PREVENTION ACTIVITY REPORT FOR YEAR OF: 2014

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEPT	OCT	NOV	DEC	TOTALS
Service Calls to Residents	10	15	5	4	40	20	18						112
Home Inspections / Door Hanger Follow Ups	2	4	0	0	6	15	10						37
Smoke Alarms Installed	5	6	2	2	9	20	15						95
Batteries Installed in Smoke Alarms	5	9	3	2	15	30	20						84
Fire Extinguisher Classes	2	0	3	4	3	1	2						15
School / Daycare Presentations	0	3	1	3	2	1	0						10
Community / Civic Group Presentations	1	3	1	0	4	0	1						10
Station Tours	2	1	3	1	0	2	1						10
Total Participants in Fire & Life Safety Programs	500	600	300	450	1,000	1800	1000						5,650
Community / Business Displays	0	1	2	1	4	3	1						12
Child Safety Seat Clinics	0	0	1	1	1	1	0						4
Child Safety Seats Inspected	1	4	3	5	3	6	3						25
Child Safety Seats Distributed	0	0	0	0	0	0	0						0
Shift Coverage Hours	8	8	0	16	16	32	8						80
Fire Inspections	15	47	43	23	18	16	40						202

MONTHLY CITATION REPORT FOR THE MONTH OF: JULY 2014

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	0	1	0	2
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	1	1	0	2
Walgreens					0
TOTALS	1	1	2	0	4

TRAINING DIVISION PRODUCTIVITY - JULY 2014

Henderson Fire Department

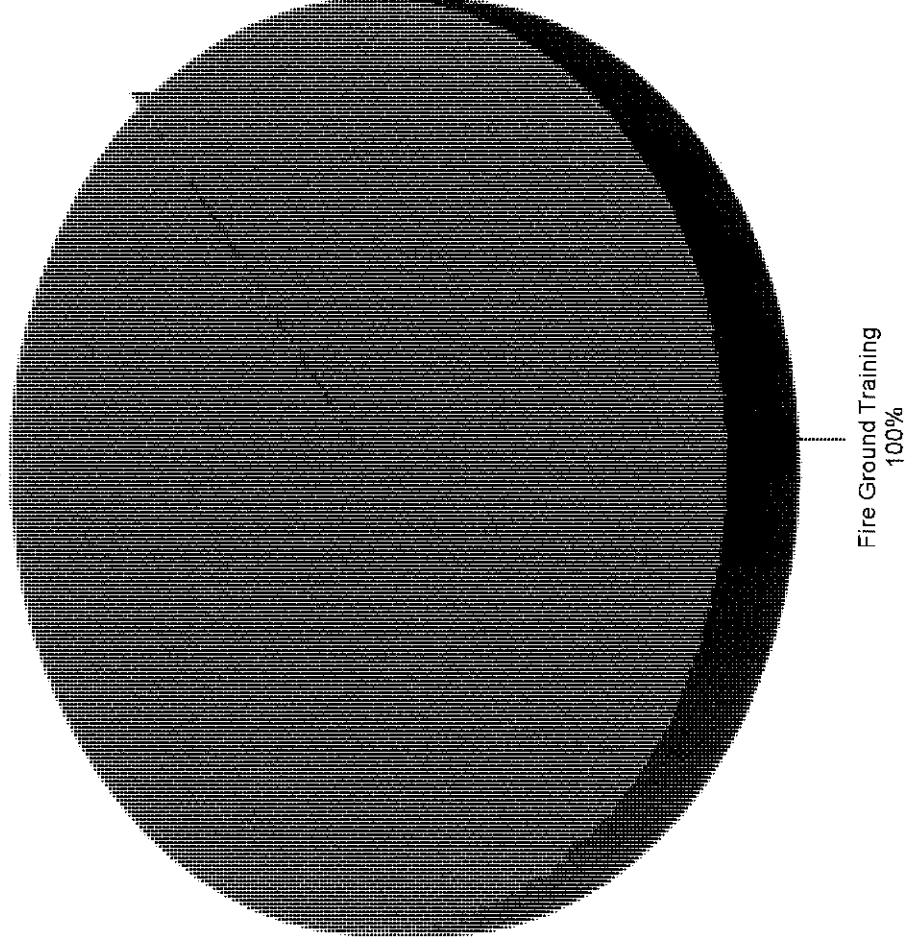
Types of Courses Taught	Course Hours Taught	Man-hours of Training
Fire Ground Training	282.25	1325
EMS / Rescue Training	0	0
Special Training	0	0

Totals	282.25	1325
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	Course Hours Taught	Man-hours of Training
PREVIOUS MONTH TOTAL	202	1101

YEAR - TO - DATE TOTAL	1380.25	8016
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Training Hours by Category - July 2014



Fire Department Regulatory Compliance

The Fire Department has met all regulatory compliance items for the month of
July 2014