



AGENDA

Henderson City Council Short Regular Meeting
Monday 27 October 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
D. Rix Edwards, 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) 22 September 2014 Short Regular Meeting [*See Notebook Tab 1*]
- b) 22 September 2014 Work Session
- c) 25 September 2014 Special Called Meeting
- d) 14 October 2014 Special Called Meeting
- e) 20 October 2014 Recessed 10 October 2014 Special Called Meeting

VII. PRESENTATIONS/RECOGNITIONS

- a) Recognition of Recreation and Parks Employee Mr. Eddie Hicks
- b) Resolution of Appreciation for City Manager, A. Ray Griffin, Jr.

VIII. PUBLIC HEARING

- a) Consideration of Approval of Ordinance 14-18-A, Amending Section 408 and 10-33.3 of the City Code and Zoning Ordinance Section 405.3 Relative to Signs. (*CAF 14-30-A*) [*See Notebook Tab 2*]
 - Public Hearing
 - Ordinance 14-18-A

IX. PUBLIC COMMENT PERIOD ON AGENDA ITEMS

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

³ Citizen Comment Guidelines 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.

X. NEW BUSINESS

- a)** Consideration of Approval of Resolution 14-77, Authorizing the Execution of Quitclaim Deeds for Several Properties Outside City Limits Recorded in Error as Jointly Owned City/County Properties. *(CAF 14-106) [See Notebook Tab 3]*
- Resolution 14-77
- b)** Consideration of Approval of 1) Resolution 14-79, Authorizing the Execution of Change Order #5 for the Henderson Water Reclamation Facility Project to Devere Construction Company, Inc., in the Amount of \$22,825.16, and 2) Ordinance 14-49 FY15 Budget Amendment #13, Amending the CIP Sewer Fund for Change Order #5 to the Water Reclamation Facility Renovation Project. *(CAF 14-109) [See Notebook Tab 4]*
- Resolution 14-79
 - Ordinance 14-49
- c)** Consideration of Approval of Resolution 14-51, Authorizing a Contract with Locklear, Locklear & Jacobs, in Assisting the City with a Grant Application in Conjunction with an EPA Brownfields Assessment Grant. *(CAF 14-89) [See Notebook Tab 5]*

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 Resolution 14-80, Authorizing the Execution of a Right of Way Agreement with the North Carolina Department of Transportation in Conjunction with the I-85 Improvement Project I-0914BA. *(CAF 14-111) [See Notebook Tab 6]*
- Resolution 14-111
- b)** Consideration of Approval of Ordinance 14-25, FY15 Budget Amendment #14, Establishing a Budget for the Lease Purchase Financing Agreement with SunTrust Equipment Finance & Leasing Corp. *(CAF 14-73-A) [See Notebook Tab 7]*
- Ordinance 14-25

- c) Consideration of Approval of Resolution 14-84, Removing City Manager, A. Ray Griffin, Jr., as Deputy City Clerk and as Signatory for the City of Henderson as Well as Relinquishing First Citizens Credit Card in Mr. Griffin's Name. (CAF 14-115) [See Notebook Tab 8]
 - Resolution 14-115
- d) Consideration of Approval of Tax Releases and Refunds from Vance County for the Month of September 2014. (CAF 14-110) [See Notebook Tab 9]

XII. PUBLIC COMMENT PERIOD ON NON-AGENDA ITEMS

Citizens may only speak on Non-Agenda items only at this time. Citizens wishing to address the Council must sign-in on a form provided by the City Clerk prior to the beginning of the meeting. The sign-in form is located on the podium. When recognized by the Mayor, come forward to the podium, state your name, address and if you are a city resident. Please review the Citizen Comment Guidelines that are provided below.⁴

XIII. REPORTS

- a) Mayor/Mayor Pro-Tem
- b) City Manager
- c) City Attorney
- d) City Clerk
 - i. Meeting and Events Calendar [See Notebook Tab 10]
 - ii. Monthly Reports
 - E-911 Report for September 2014
 - Fire Department Report for September 2014

XIV. CLOSED SESSION

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

XV. ADJOURNMENT

⁴ Citizen Comment Guidelines for Non-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.

City Council Minutes - DRAFT

Short Regular Meeting

22 September 2014

PRESENT

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

ABSENT

None.

STAFF PRESENT

City Manager Ray Griffin, Attorney Mike Satterwhite, City Clerk Esther J. McCrackin, Assistant City Manager Frank Frazier, Finance Director Kathy Brafford, Engineering Director Clark Thomas, Code Compliance Director Corey Williams and Henderson Water Reclamation Facility Director Tom Spain.

(Clerk's Note: In the absence of City Attorney Zollicoffer, Jr., Attorney Mike Satterwhite is serving tonight as Acting City Attorney)

CALL TO ORDER

The 22 September 2014 Short Regular Meeting and Work Session of the Henderson City Council was called to order by Mayor James D. O'Geary at 6:01 p.m. in the R. G. "Chick" Young, Jr. Council Chambers, Municipal Building, 134 Rose Avenue, Henderson, NC.

ROLL CALL

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

INVOCATION AND PLEDGE OF ALLEGIANCE

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

Mayor O'Geary extended a warm welcome to all the Council members and guests present this evening, and encouraged citizens to attend any time.

ADJUSTMENTS TO/APPROVAL OF AGENDA

Mayor O'Geary asked if there were any adjustments to the Agenda. Council Member Peace-Jenkins moved to accept the Agenda as presented. Motion was seconded by Council Member Rainey and unanimously approved.

APPROVAL OF MINUTES

Mayor O'Geary asked for any corrections to and/or approval of the minutes. Council Member Coffey moved the approval of the 4 September Special Called meeting and the 8 September 2014 Regular Meeting minutes as presented. Motion seconded by Council Member Simmons, and unanimously approved.

PRESENTATIONS/RECOGNITIONS

The Mayor asked Mr. Chris Belk to come forward. As Chair-Elect for the AWWA-WEA (NC Water Works Association-Water Environment Association, Mr. Belk presented a plaque to Henderson Water Reclamation Facility Director Mr. Tom Spain for his *Exceptional Service and Dedication to Wastewater Schools Committee Developing Water Professionals of the Future*. Mr. Spain has committed over 30 years to educating students in his vocation. A standing ovation was given.

Mr. Spain thanked Mr. Belk and said volunteering as a teacher has allowed him to give back to the profession which in turn has also been beneficial to Mr. Spain.

Mayor O'Geary said Mr. Spain has served the City well over his 34 years of service with both his knowledge and dedication to providing excellent service to the citizens of Henderson. City Manager Griffin described Mr. Spain as a master waste water treatment professional.

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

Authorizing Change Order #2 for Additional Areas for Water Main and Services Replacement to the 2" Water Main and Services Replacement Project Subject to Approval from DWSRF and Availability of Remaining Funds and FY15 Budget Amendment #12, Amending 2" Water Line Replacement Project. (Reference: CAF 14-26-B; Resolution 14-19-B, Ordinance 14-47)

Engineering Director Thomas explained that approximately 98% of the work associated with the original contract with NCDENR Drinking Water State Revolving Fund (DWSRF) is nearing completion and only about 65% of the funds have been expended. Staff has received approval from the State to replace water mains on Zollicoffer Avenue, Cedarwood Drive, Crestwood Drive and Lynn Avenue and is now seeking Council's approval. Mr. Thomas said the contractor

has agreed to the same pricing as in the original contract except for a slight increase due to copper costs increasing. If funds remain after this work is done, additional streets will be brought before Council for consideration.

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

Motion was made by Council Member Daeke to approve Resolution 14-19-B, *Authorizing Change Order #2 for Additional Areas for Water Main and Services Replacement to the 2" Water Main and Services Replacement Project Subject to Approval from DWSRF and Availability of Remaining Funds* and Ordinance 14-47, *FY15 Budget Amendment #12, Amending 2" Water Line Replacement Project*. Motion seconded by Council Member Rainey, and APPROVED by the following vote: YES: Kearney, Coffey, Inscoc, Rainey, Peace-Jenkins, Daeke, Simmons and Daye. NO: None. ABSTAIN: None. ABSENT: None. (See Resolution Book 4, p 303-B, Ordinance Book 9, p 179)

Providing for the Disposition of Jointly Held Property by the City and County Identified as 469 Merriman Street and Further Identified in Vance County Register of Deeds Book #1246, Page #598; Tax Parcel #0021-07 017. (Reference: CAF 14-105; Resolution 14-76)

Code Compliance Director Williams explained this property has been abandoned and property foreclosed on by the County. Sale of the property will put the property back on the tax books and will be brought up to code before it is approved for habitation.

Council Member Daeke asked what the property value is currently and how it will affect the tax value. Attorney Satterwhite said no matter what the property sells for, the value of the property does not change. The property is currently assessed at \$12,227. Mr. Daeke said he understands the City/County cannot place restrictions on the type of residence but asked if anyone knew if the buyer planned to make it into rental property. Mr. Williams said he did not know.

There were no further questions. Mayor O'Geary asked for Council's pleasure.

Motion was made by Council Member Peace-Jenkins to approve Resolution 14-76, *Providing for the Disposition of Jointly Held Property by the City and County Identified as 469 Merriman Street and Further Identified in Vance County Register of Deeds Book #1246, Page #598; Tax Parcel #0021-07 017*. Motion seconded by Council Member Coffey, and APPROVED by the following vote: YES: Coffey, Inscoc, Rainey, Peace-Jenkins, Simmons, Daye, and Kearney. NO: Daeke. ABSTAIN: None. ABSENT: None. (See Resolution Book 4, p 99)

Amending the 2014 City Council Meeting Schedule. (Reference: CAF 14-103; Resolution 14-74)

City Manager Griffin explained normally the second meeting of the month of December is canceled due to the close proximity to the holiday. He said if Council wishes, the December 22nd meeting can remain on the calendar or Council may cancel the meeting by approving this Resolution.

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

Motion was made by Council Member Inscoe to approve Resolution 14-74, *Amending the 2014 City Council Meeting Schedule*. Motion seconded by Council Member Coffey, and APPROVED by the following vote: YES: Inscoe, Rainey, Peace-Jenkins, Daeke, Simmons, Daye, Kearney and Coffey. NO: None. ABSTAIN: None. ABSENT: None. (*See Resolution Book 4, p 95*)

Authorizing FY14-15 Financing with SunTrust Equipment Finance & Leasing Corp., in the Amount of \$149,711.45 for Five (5) Vehicles: Three (3) 2014 Ford Interceptor Utility Vehicles – Two for the Fire Department and One for the Police Department; and Two (2) 2014 V8 Dodge Chargers with Police Packages for the Police Department. (*Reference: CAF 14-73; Resolution 14-47*)

Finance Director Brafford obtained quotes from two banking institutions for the above purchases which were approved in the FY14-15 budget. The total interest from SunTrust Equipment Finance & Leasing Corp. is \$5,927.45 which is \$2,972.90 less than the quote from BB&T. Ms. Brafford said allocations to the Fire and Police departments for these purchases falls well within the budgeted amounts.

Council Member Inscoe asked if the prices include extended warranties. Ms. Brafford responded yes. Mr. Inscoe asked if the Drug Asset Forfeiture Fund monies have been depleted. City Manager Griffin said the Fund is well on its way to depletion and said this process begins the transition to ease away from using the forfeiture money. Mr. Inscoe then asked for a report showing the balance of the Asset Forfeiture Account. Mr. Griffin said he would be happy to provide this information.

Council Member Rainey asked if only two institutions were contacted. Ms. Brafford said she only contacted BB&T and SunTrust as the City, along with other municipalities, has had good experiences with both institutions. Mr. Rainey then asked the last time the Fire Department received vehicles. Ms. Brafford responded 3-4 years ago.

With no further discussion, Mayor O'Geary now called for Council's pleasure.

Motion was made by Council Member Daeke to approved Resolution 14-47, *Authorizing FY14-15 Financing with SunTrust Equipment Finance & Leasing Corp., in the Amount of \$149,711.45 for Five (5) Vehicles: Three (3) 2014 Ford Interceptor Utility Vehicles – Two for the Fire Department and One for the Police Department; and Two (2) 2014 V8 Dodge Chargers with Police Packages for the Police Department*. Motion seconded by Council Member Daye, and APPROVED by the following vote: YES: Rainey, Peace-Jenkins, Daeke, Simmons, Daye, Kearney, Coffey and Inscoe. NO: None. ABSTAIN: None. ABSENT: None. (*See Resolution Book 4, p 41*)

CONSENT AGENDA

The City Clerk read the Consent Agenda, summarized as follows:

Amending General Fund Revenues and the Capital Outlay >\$5,000 Expenditure Line Item for the Information Systems Departmental Budget. (Reference: CAF 14-101, Ordinance 14-45. BA #11) This action re-appropriates funds in the current fiscal year to allow an upgrade to the City's Information Systems servers. (See Ordinance Book 9, p 175)

Amending the Water Fund to Appropriate Fund Balance and Insurance Proceeds to Offset the Cost of Repairs to a Wrecked Service Truck in the Customer Service Department. (Reference: CAF 14-107; Ordinance 14-46 Budget Amendment #10) Meter Reader R. Hawkins was involved in two accidents within weeks of each other near the end of FY14. Proceeds from the first accident (\$2,000) were received in FY14; however, the proceeds from the second accident (\$900) were not received until FY15. This action appropriates the funds for both accidents to the proper line item to help offset the cost of the repairs.(See Ordinance Book 9, p 177)

Tax Releases and Refunds from Vance County for the Month of August 2014. (Reference: CAF 14-100) Below are the tax releases and refunds which were found to be in order by the Finance Director for the month of August 2014.

August 2014 Tax Releases			
Name	Reason	Tax Year	Amount
Real & Personal Property Releases			
Parker, Polly Heirs	Taxes Lost to Foreclosure	2003	19.34
Parker, Polly Heirs	Taxes Lost to Foreclosure	2004	277.79
Parker, Polly Heirs	Taxes Lost to Foreclosure	2005	21.24
Parker, Polly Heirs	Taxes Lost to Foreclosure	2006	21.24
Parker, Polly Heirs	Taxes Lost to Foreclosure	2007	21.24
Orr, Jack W Jr/Judy	Taxes Lost to Foreclosure	2008	46.69
Parker, Polly Heirs	Taxes Lost to Foreclosure	2008	26.05
Orr, Jack W Jr/Judy	Taxes Lost to Foreclosure	2009	176.38
Parker, Polly Heirs	Taxes Lost to Foreclosure	2009	26.97
Orr, Jack W Jr/Judy	Taxes Lost to Foreclosure	2010	176.38
Parker, Polly Heirs	Taxes Lost to Foreclosure	2010	26.97
Orr, Jack W Jr/Judy	Taxes Lost to Foreclosure	2011	176.38
Orr, Jack W Jr/Judy	City Demolition Fee Lost to Foreclosure	2011	3,734.64
Parker, Polly Heirs	Taxes Lost to Foreclosure	2011	26.96

August 2014 Tax Release & Refunds Continued

Orr, Jack W Jr/Judy	Taxes Lost to Foreclosure	2012	40.35
Orr, Jack W Jr/Judy	Solid Waste Fee Lost to Foreclosure	2012	250.00
Parker, Polly Heirs	Taxes Lost to Foreclosure	2012	26.96
Sneed, Elizabeth	Taxes Lost to Foreclosure	2012	(146.25)
Hernandez, Marisol	Personal Property Billed in Error	2013	36.86
Navarro, Roberto	Personal Property Billed in Error	2013	36.86
Orr, Jack W Jr/Judy	Taxes Lost to Foreclosure	2013	42.76
Parker, Polly Heirs	Taxes Lost to Foreclosure	2013	28.58
Aiken, Kirby Glenn	Reg. Veh. Billed in Error	2014	250.36
Allgood, Benjamin F Heirs	Taxes Lost to Foreclosure	2014	94.43
Ayscue, Christopher Ray	Correct Value	2014	79.11
B B & T	Personal Property Billed in Error	2014	641.38
B W & Company Properties, LLC	Taxes Lost to Foreclosure	2014	70.22
Beyond Fantasy	Discoveries	2014	69.24
Butler, Anthony O	Taxes Lost to Foreclosure	2014	22.62
Cava, Ron/Shirley	Correct Ownership	2014	(1,332.74)
Cobbler Bench & Discount Shoes	Personal Property Billed in Error	2014	50.31
Community Partners of Hope	Charitable-LW/MD	2014	361.47
Davis, Amanda Heirs	Taxes Lost to Foreclosure	2014	30.98
Davis, Georgia S. Heirs	Taxes Lost to Foreclosure	2014	22.88
Davis, Queen Esther, Heirs	Taxes Lost to Foreclosure	2014	81.57
Dean Transportation, Inc.	Personal Property Billed in Error	2014	76.63
Divine Habitation	Discovery	2014	(136.74)
Faison, Bobby	Correct Ownership	2014	(265.50)
Faucette Properties, LLC	Remove Elderly Exemption	2014	(294.49)
Fogg, Jean Mciver	Correct Ownership	2014	110.50
Garden Walk Villas	Correct Value	2014	551.72
Granville County Habit for Hum	Charitable-LW/MD	2014	51.98
Hernandez, Sergio	Personal Property Billed in Error	2014	41.06
Hill, George L	Taxes Lost to Foreclosure	2014	62.55
James, Raymond N	Taxes Lost to Foreclosure	2014	99.19
Jenkins, Sondra J & Others	Taxes Lost to Foreclosure	2014	32.24
Jettye, LLC	Personal Property Billed in Error	2014	155.92
Jones, Virginia H Heirs	Taxes Lost to Foreclosure	2014	177.07
Lewis, Fellow F	Taxes Lost to Foreclosure	2014	200.27
Leyland, Thomas R.	Taxes Lost to Foreclosure	2014	207.08
Manning, William	Taxes Lost to Foreclosure	2014	18.60
Marrow, Walter, Heirs	Taxes Lost to Foreclosure	2014	21.70
Martin, Joyce B	Taxes Lost to Foreclosure	2014	29.31
McDougal, Nezzie	Taxes Lost to Foreclosure	2014	32.24
Melvin, Thomas Clavon	Taxes Lost to Foreclosure	2014	30.50
Merritt, James S.	Taxes Lost to Foreclosure	2014	256.12
Moorefield, Janis I	Taxes Lost to Foreclosure	2014	26.62

August 2014 Tax Release & Refunds Continued

Orr, Jack W Jr/Judy	Taxes Lost to Foreclosure	2014	42.76
Parker, Polly Heirs	Taxes Lost to Foreclosure	2014	28.58
Perez, Karina Ramirez	Correct Ownership	2014	(37.20)
Ragland, Anna R Heirs	Remove Elderly Exemption	2014	(155.00)
Ramsey, Geraldine	Correct Ownership	2014	37.20
Stevenson, Lawrence E	Correct Ownership	2014	(431.93)
Stevenson, Walter Maco	Correct Ownership	2014	431.93
Stewardson, R. Ashley	Correct Ownership	2014	1,332.74
Toth, Albert A	Correct Ownership	2014	(709.52)
Variety Stores	Correct Value	2014	41.74
Voegeli, Becky L	Taxes Lost to Foreclosure	2014	126.28
White, Mary S	Correct Ownership	2014	709.52
Williamsboro Rentals	Taxes Lost to Foreclosure	2014	247.84
Total R&P Property Releases			8,685.73
Real & Personal Property Refunds			
Owen, E. Gupton Roofing	Correct Value	2011	96.51
Barnett, Charles Mason	Correct Value	2012	506.34
Owen, E. Gupton Roofing	Correct Value	2012	96.51
Owen, E. Gupton Roofing	Correct Value	2013	102.28
Barnett, Charles Mason	Correct Value	2014	1,951.83
Barnett, Charles Mason	Less Discoveries	2014	(1,566.37)
Barnett, Charles Mason	Correct Value	2014	385.41
Total R & P Property Refunds			1,572.51
Total R&P Prop. Rel. & Ref.			\$ 10,258.24
Vehicle Releases			
Blackwell, Valerie Lavette	Pro-Rate	2013	11.53
Greenway, Tracy Stuart	Pro-Rate	2013	10.91
Harris, Tashan Jarrel	Pro-Rate	2013	26.68
Total Vehicle Releases			49.12
Vehicle Refunds			
Faulkner, Roy Hurst	Pro-Rate	2013	3.06
Total Vehicle Refunds			3.06
Tot. Veh. Rel. & Ref.			\$ 52.18
Total All Releases & Refunds			\$ 10,310.42

Mayor O'Geary asked if anyone wished to remove an item from the Consent Agenda. There were no requests. Mayor O'Geary asked for a motion to approve the consent Agenda

Council Member Kearney moved the approval of the Consent Agenda as presented. Motion seconded by Council Member Coffey and APPROVED by the following vote: YES: Peace-Jenkins, Daeke, Simmons, Daye, Kearney, Coffey, Inscoe, and Rainey. NO: None. ABSTAIN: None. ABSENT: None.

PUBLIC COMMENT PERIOD ON NON-AGENDA ITEMS

City Clerk McCrackin advised one citizen wished to address Council.

Mr. Leonard Thomas (Tom) Englehart, 225 White Oak Drive. Mr. Englehart came before Council to express concern regarding the drainage in the White Oak area. He feels the drain is badly in need of maintenance and provided photographs for the Assistant City Manager.

Mayor O'Geary thanked Mr. Englehart and asked the City Manager to look into this matter which Mr. Griffin said he would do and a report will be brought back to Council and Mr. Englehart.

REPORTS

a) Mayor/Mayor Pro-Tem (No Report)

b) City Manager

Mr. Griffin and the Mayor met with Representative Baskerville and Mr. Jim Crawford, NCDOT Board Member, on Friday to discuss Council's concerns regarding the I-85 construction project. Mr. Griffin said these gentlemen were surprised to learn of the DOT plans and expressed their support to help mitigate the situation.

Mr. Griffin also shared the applicants for the Recreation and Parks Director position have been reduced to seven and interviews will begin shortly.

Council Member Inscoe asked if the City has had any response from the County regarding the City's request for the County to take over this department. Mr. Griffin responded the County Manager indicated this request is being considered at what he called a *snail's pace* and did not think a decision would be made in the near future.

c) City Attorney

Attorney Satterwhite shared City Attorney Zollicoffer broke his leg while on vacation and will be working from home during his final days as city attorney.

d) City Clerk

- i. Reminder of Kerr-Tar COG Annual Banquet Sept 25
- ii. Reminder of Recycling Day Sept. 27
- iii. Reminder of Crime Stoppers Banquet October 2

OTHER

Council Member Coffey asked if anything can be done to alleviate traffic problems at the Farmers Marker. She said people are missing the entrance and the configuration at the exit road is not user friendly. Mr. Griffin said a letter can be sent from the City to the highway department asking for the removal of the “porkchop” dividing the road. He will keep Council updated.

Council Member Peace-Jenkins asked if Council could discuss the youth protection ordinance. Mr. Griffin said he would add this discussion to a future Work Session.

Council Member Daeke thanked the City for its assistance with the Ducky Derby on Saturday. He said without assistance from the Fire Department, Police Department, Street Department and Public Services the Derby would not happen. He added this was the biggest year ever and thanked everyone for their help.

Council Member Inscoe asked for a status report at the next Council meeting regarding the Chavasse Avenue and Beckford Drive projects.

With no further discussion, Mayor O’Geary asked if Council was prepared to go into Closed Session and stated there would be a report following the session.

CLOSED SESSION

Council Member Daeke moved for Council to convene in closed session pursuant for the following matters: **a)** Pursuant to G.S.§143-318.11 (a)(3) regarding Attorney/Client Privilege Matters; **b)** Pursuant to G.S.§143-318.11 (a)(6) regarding two Personnel Matters and **c)** Pursuant to G.S.§143-318.11 (a)(4) regarding an EDC Matter. Motion seconded by Council Member Peace-Jenkins and unanimously approved.

Council Member Daeke moved for Council to convene in open session. Motion seconded by Council Member Daye and unanimously approved.

Mayor O’Geary asked the City Manager Griffin to report on two of the Close Session items.

Consideration of Approval of Resolution 14-75, Amendment #1 to the Contract with Stainback, Satterwhite & Zollicoffer, PLLC as it Pertains to City Attorney Service. (CAF 14-104)

City Manager Griffin said a contract was entered into on 28 September 2008 for legal services to the City from the above law firm which designated John H. Zollicoffer, Jr. as the primary attorney to the City. With the retirement of Attorney Zollicoffer, Jr., his name will be replaced with D. Rix Edwards becoming the City’s primary attorney. Also, this amendment removes the attorney from the City’s payroll as a part-time employee and now the City will be billed monthly for all legal services provided by the law firm.

Mayor O'Geary asked if there were any questions. There were no further questions so he called for Council's pleasure.

Motion was made by Council Member Rainey to approved Resolution 14-75, *Amendment #1 to the Contract with Stainback, Satterwhite & Zollicoffer, PLLC as it Pertains to City Attorney Service*. Motion seconded by Council Member Peace-Jenkins, and APPROVED by the following vote: YES: Daeke, Simmons, Kearney, Coffey, Inscoe, Rainey and Peace-Jenkins. NO: None. ABSTAIN: None. ABSENT: Daye. (*See Resolution Book 4, p 41*)

(Clerk's Note: Council Member Daye joined the Work Session at 7:32 p.m.)

Submission of Retirement Notice

City Manager Griffin said it is with difficulty that he has submitted his notice of retirement from the City, effective 1 November 2014. He then read his retirement notice which is incorporated by reference and hereby made part of these minutes. Mr. Griffin said as City Manager he will take a piece of this community with him and is very proud of the accomplishments made by staff even as they have had less to work with over the years.

Mayor O'Geary said it has been a pleasure to work with Mr. Griffin who has been a hard worker and challenged the City to do its best. The Mayor said he appreciated everything Mr. Griffin has done, thanked him for his dedication and wished him the very best.

With no further comments, Mayor O'Geary asked if Council is prepared to adjourn and go into the Work Session

ADJOURNMENT

Council Member Daeke moved for adjournment. Motion seconded by Council Member Daye, and unanimously approved. The meeting adjourned at 7:37 p.m.

James D. O'Geary
Mayor

ATTEST:

Esther J. McCrackin
City Clerk

City Council Minutes--DRAFT
Work Session
22 September 2014

PRESENT

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

ABSENT

None.

STAFF PRESENT

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

CALL TO ORDER

The 22 September 2014 Work Session of the Henderson City Council was called to order by Mayor O'Geary at 7:37 p.m. in the R. G. "Chick" Young, Jr. Council Chambers, Municipal Building, 134 Rose Avenue, Henderson, NC.

ROLL CALL

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

ADJUSTMENTS TO/APPROVAL OF AGENDA

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

WORK SESSION ITEMS

Update on Request for Proposals from Environmental Firms with Respect to Two Projects: 1) Brownfield Assessment Grant and 2) Inactive Landfill Assessment Grant. (CM 14-31)

Engineering Director Thomas explained requests for proposal have been solicited and are due today. He said once the RFPs are reviewed he will be getting back to Council.

Council Member Kearney asked if Mr. Thomas could reveal the names of the firms that responded so far. Mr. Thomas said Cardno, out of Raleigh and Locklear, Locklear and Jacobs, out of Pinehurst.

The Inactive Landfill Grant will be applied for through the NC Department of Environment and Natural Resources Division of Solid Waste. Mr. Thomas said a consultant (Cardno) has performed on-site investigations at no cost to the city and its results will be submitted to NCDENR. DENR will then create a list prioritized by environmental risk. Mr. Thomas said he would keep Council abreast of the progress.

Council Member Coffey asked if there is any deadline for this project. Mr. Thomas said although he has asked, no deadline date has been provided.

Staff will keep Council up to date on any new developments with both projects.

Installation of Water Spray Park. (Reference: CM 14-28)

City Manager Griffin said Council Member Daeke asked for more information on the possibility of installing a water spray park. Interim Recreation and Parks Director Osborne has compiled the information presented this evening and the Recreation and Parks Commission will discuss the possibility at its October meeting.

Council Member Daeke said this is good information but on a larger scale than he envisioned. He has been in touch with Oxford about its park and will be meeting with them for further details. Council Member Rainey said there is also a small park at Triangle Town Center in Raleigh.

Council Member Simmons asked what locations are being considered. City Manager Griffin said it's too early in the process to determine. Council Member Coffey suggested open lots and Mr. Griffin said perhaps lots owned by the City/County. Mayor O'Geary said the park will have to be accessible to as many as possible.

Discussion will continue as details are obtained.

Governmental Signs. (CM 14-30)

Interim Planning Director Corey Williams said questions have been brought to his attention regarding Zoning Code Section 408, *Exempt Signs*. He said the Planning Board will meet on October 6 to review possible amendments and then this will be brought back to Council.

OTHER

Council Member Simmons asked what the City can do with rental property and landlords. She expressed concern regarding a specific property on Chavasse Avenue. City Manager Griffin asked Code Compliance Director Williams to explain the process.

Mr. Williams said there seems to be a recent influx of abandoned properties and explained briefly that due process starts with identifying property, then notices are issued, timeframes need to be met, and several other steps before legal action can be taken. He said sometimes finding the legal owner is difficult. Mr. Williams also shared abandoned property is occurring throughout the City, not in one specific area and emphasized local landlords are mostly responsible. He's finding it is the absentee property owners that he has the most difficulty with.

Council Member Rainey understands the department is short of staff and asked if the Police are working with Code Compliance regarding this issue. Mr. Williams responded yes.

There were no other questions so Mayor O'Geary asked if Council was prepared to adjourn.

ADJOURNMENT

Council Member Peace-Jenkins moved for adjournment. Motion seconded by Council Member Daeke and unanimously approved. The meeting adjourned at 7:54 p.m.

James D. O'Geary
Mayor

ATTEST:

Esther J. McCrackin, City Clerk



City Council Minutes Special Called Meeting 25 September 2014

PRESENT

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

ABSENT

Council Member Fearldine A. Simmons

STAFF PRESENT

City Manager Ray Griffin, Assistant City Manager Frank Frazier, Acting City Attorney Michael E. Satterwhite, and City Clerk Esther J. McCrackin

CALL TO ORDER

The 25 September 2014 Special Called Meeting of the Henderson City Council was called to order by Mayor James D. O'Geary at 12:02 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.

Mayor O'Geary asked Council Member Rainey to provide the invocation and blessing. Council enjoyed a few minutes of conversation and relaxation before beginning discussion.

Council Member Daye shared that former Council Member Davis is back in a nursing home in Oxford following surgery.

NEW BUSINESS

Discussion to Set Forth a Process for the Appointment of an Individual as City Manager.

Mayor O'Geary began the meeting by reading the attached memo which is incorporated by reference and hereby made part of these minutes. Mayor O'Geary said Council needs to take its time and be deliberate in its decision making. The Mayor then opened the floor for discussion.

Council Member Rainey felt this process closely mimicked the procedure followed with the hiring of City Manager Griffin. He said it worked well and felt the NC League of Municipality was very helpful.

Council Member Kearney asked if the League has a pool of candidates. Mayor O'Geary responded yes. Mr. Kearney then asked if the League would facilitate the search for a City Manager, if this is something the City would do itself or if a professional consultant would be used. Mayor O'Geary said the League did an excellent job before but this could be determined at the appropriate time.

Council Member Coffey said she would like someone to fill the position that has a vested interest in the community and that is willing to relocate to Henderson, buy a house and pay city taxes. Council Member Daeke agreed with the concept but felt this stipulation would limit the pool which he felt could keep the best applicant from filling the position. Council Member Peace-Jenkins asked what is more important, owning a home or renting and filling the position. Council Member Coffey said she would like someone to own a home that would cause them to be more committed to remaining in the position. Council Member Kearney added this stipulation would require moving expenses. Mr. Kearney felt the interim manager process is the most important matter at this time. Council Member Rainey felt positive characteristics should be kept in the forefront during this process. He expressed concern about the expenses if someone who buys a house, takes the position and then decides the position is not a good fit and resigns. Mr. Rainey commented also that he would like to have someone in place before the seating of the new Council in 2015.

Council Member Daeke agreed the process is what is important to decide today and felt the steps laid out in the memo were acceptable.

Council Member Inscoe felt the first step is to secure an interim manager and asked the Mayor to meet with Mr. Hartwell Wright, from the NC League of Municipalities, as soon as possible. He suggested Mr. Wright provide three candidates and asked that Council have the opportunity to review the resumes before meeting as a whole.

Mayor O'Geary agreed that finding an interim manager is the matter at hand and asked if what was proposed is a good format. He then asked for a consensus of Council if it agreed with the format as presented and the response was as follows: YES: Kearney, Coffey, Inscoe, Rainey, Peace-Jenkins, Daeke and Daye. NO: None. ABSTAIN: None. ABSENT: Simmons.

Mayor O'Geary then asked twice if Council would like to discuss any other issues relating to the search process.

There were no questions. Mayor O'Geary then asked if Council was prepared to adjourn.

ADJOURNMENT

Council Member Rainey moved for adjournment. Motion seconded by Council Member Peace-Jenkins and was unanimously approved. The meeting adjourned 12:43 p.m.

James D. O'Geary
Mayor

ATTEST:

Esther J. McCrackin
City Clerk



Office of the Mayor

134 Rose Avenue, P. O. Box 1434, Henderson, NC 27536

Phone 252.430.5701 : Fax 252.492.7935 : E-mail rgriffin@ci.henderson.nc.us

www.ci.henderson.nc.us

25 September 2014

TO: City Council Members Kearney, Coffey, Inscoc, Rainey, Peace-Jenkins, Daeke,
Simmons and Daye
City Manager Griffin
City Attorney Zollicoffer
City Clerk McCrackin

FR: Mayor James D. O'Geary

RE: City Manager Transition Process

Ladies and Gentlemen:

Thank you for meeting with me today so we can begin the discussion on our next steps in wake of the City Manager's notice of retirement. I would suggest we make the processes for finding an interim manager and our next manager a deliberative one. In so doing, I urge us to not be rushed, as the recruitment and selection process can take six to nine months.

Most of us were involved with the city manager selection process when we were seated as a Council in December 2007. At that time, the previous Council had selected Mr. Ed Wyatt as the interim manager and we became fully involved in the city manager recruitment and selection process. Six of the current nine of us were involved with that process as follows: Councilmembers Inscoc, Rainey, Peace-Jenkins, Daeke and Daye, and me. Thus, I feel much more confident with this process than most of us felt back in 2007 when we found ourselves having to find a new city manager.

Our situation is also quite different in 2014 from what it was in 2007. We have a cohesive governing body and staff operating smoothly under the auspices of the Roles and Responsibilities Agreement and the Council-Manager form of government protocol. In 2007 and early 2008 we found ourselves without a City Manager, Finance Director, City Clerk and Human Resources Director. Our Assistant City Manager was new in his role, though a veteran in the

Minute Book 43

25 September 2014 Special Called Meeting Minutes

Page 4 of 6

City Engineer's Office. In short, we had a significant staff leadership void. We have a dynamic Strategic Plan being actively utilized to help guide our decision making and despite the continuing effects of the Recession, our finances are not in crisis. Thank you, Mr. Griffin, for helping us fill this void and getting us into this much stronger position which we are enjoying today.

This allows the Council more flexibility in its recruitment and selection process and allows us to now better articulate our goals and objectives as a governing body to potential new candidates. Thus, ladies and gentlemen, I feel comfortable as we move forward and assured we will be successful in our efforts to find a good, solid replacement for Mr. Griffin.

I would like to suggest we move forward in a manner similar to that used in the 2007/08 processes because we are familiar with the processes and were ultimately successful with our decision making. I think we should consider addressing this matter as follows:

Step 1: Interim City Manager

I would suggest we utilize the NC League of Municipalities (League) to assist us in finding a retired, seasoned city manager to serve as a part-time interim city manager until we can select the new city manager. If you feel comfortable with this process, Mr. Griffin will contact the League and set up an appointment with one of its staff persons, probably and preferably Mr. Harwell Wright, and begin that process.

This process was used in 2007 and no one could have asked for better interim city manager services than that provided by Mr. Ed Wyatt.

Step 2: City Manager Credentials Process

After the interim city manager has been appointed, I think we should then move to discuss the attributes we would like to have in a new city manager. I would suggest using the League or one of its affiliate organizations to assist us in this process. Once we have made these determinations, it would then be appropriate to initiate advertisements for the position.

Step 3: City Manager Recruitment and Selection Processes

Once the position is advertised, we can move forward with recruitment, review of applications and ultimately interviews.

City Council as Committee of the Whole

The processes required of the Mayor and City Council to recruit and select our next city manager are too important to be left to just a few persons. Therefore, I want to suggest Councilmembers be fully involved in the process as a Committee of the Whole. As Mayor, I will serve as the

direct contact with the individual assisting the City with the recruitment and selection processes and I shall work diligently to keep the Council informed. I shall also call special meetings as needed to advise Councilmembers, solicit advice and decision making as the process matures.

Next Steps

I would like to fully discuss my suggestions with Council today. Subsequent to our discussion and adjustments as you may feel necessary, obtain a consensus so I might move forward with the process.

I welcome your input and our working together to find our next city manager.

POG

DRAFT



City Council Minutes Special Called Meeting 14 October 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 E. Daeke, Fearldine A. Simmons and George M. Daye.

ABSENT

Council Member D. Michael Rainey (*Clerk's Note: Mr. Rainey had a prior commitment which prevented him from attending this Special Called meeting.*)

STAFF PRESENT

City Manager Ray Griffin, City Attorney D. Rix Edwards, City Clerk Esther J. McCrackin, Assistant City Manager Frank Frazier, Finance Director Kathy Brafford, Engineering Director Clark Thomas and Human Resources Director Cathy Brown.

(Clerk's Note: As of 1 October 2014, D. Rix Edwards became the City Attorney and he was officially sworn in prior to this meeting by the City Clerk so he could begin his official functions)

CALL TO ORDER

The 14 October 2014 Special Called Meeting of the Henderson City Council was called to order by Mayor James D. O'Geary at 6:00 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. Before beginning the new business, the City Clerk advised a consult with the City Attorney would be added to the Closed Session, pursuant to G.S. 143-318-11(1)(3).

NEW BUSINESS

Consideration of Presentation by Mr. Hartwell Wright, Human Resources Specialist, NC League of Municipalities Regarding the Recruitment and Selection Process for a New City Manager. (*Reference: None*)

The Mayor welcomed Mr. Hartwell Wright from the NC League of Municipalities (League) who is present to provide a suggested process for the Mayor and Council to follow in its search for a new City Manager.

Mr. Wright brought greetings from several League workers and said it was a pleasure to be presenting to so many council members that he knows. He distributed a packet of information outlining the selection process and strongly encouraged Council to follow the steps he suggest and to stay focused on the process. He first reminded the Mayor that according to statutory regulations (NCGS 160A-150 of Chapter 160A, Article 7, Part 2) an Interim City Manager must be set in place until a City Manager is hired. Mr. Wright then provided some statistics to help Council understand the current competition by saying as of yesterday, thirty (30) communities in North Carolina presently looking for managers. So he encouraged professionalism in every aspect of the process.

Mr. Wright went on to say the overall process involves recruitment, assessment and the hiring process. Before beginning the process he encouraged Council to meet to decide 1) who does what; 2) whether the applicants will be held in confidential (if not the General Statues requires each candidate be notified that the information will be public and given the opportunity to withdraw before the release of information) rand 3) who will conduct the search. Mr. Wright suggested Council consider accomplishments, look for candidates who will continue on the same path and provide strengths to move forward. He said councils utilize a facilitator helpful to say focused during this process. He also emphasized that certain words/phrases not be used in the recruitment process such as must/required. Mr. Wright said “preferred” is most acceptable.

Other points presented were where to place advertisements, establishing a fair salary, letters of acknowledgment to everyone interested in the position, and compiling a questionnaire to be returned with the City’s formal application. Here again, Mr. Wright strongly suggested the City hire an outside firm to do a complete background check. He also encouraged use of electronics such as Skye to narrow the field of candidates.

When the field has been narrowed to 5-6 candidates, Mr. Wright suggested a written letter from the Mayor outlining the interview process and to include a spouse/significant other as appropriate --- showcasing the City. He said it is very important that each candidate be asked the same questions by the same person with the same intensity. It would also be appropriate to ask the candidate to “role play” either in writing or in person so Council can ascertain his/her skills in dealing with citizens/staff.

The Mayor should make a verbal offer with salary and terms once Council decides on a final candidate. Negotiations may occur and Mr. Wright said the official offer letter and contract should come from the City Attorney.

Lastly, Mr. Wright suggested Council keep the media informed of its process so citizens will understand the process and steps being taken while keeping the entire process confidential.

Mayor O'Geary thanked Mr. Wright for his detailed presentation and asked Council for questions.

Council Member Kearney asked about the advisor role. Mr. Wright said normally the advisor is the Interim City Manager. Council Member Coffey asked about the background checks. Mr. Wright said using an outside firm is best. Council Member Inscoe commented that this is a daunting process which will be arduous and said he hopes the proper person is selected. Mr. Wright agreed and said if none of the candidates fit the profile created by Council the process should start all over again rather than hire the wrong person. Council Member Peace-Jenkins said she, like others, have gone through this process before and thanked Mr. Wright for an excellent presentation. Council Member Daeke said following the process is important and the steps as outlined will certainly help. Council Member Simmons felt it was a very thorough review of what is needed. Council Member Daye expressed his desire to find the right fit. City Manager Griffin said he appreciated Mr. Wright's guidance.

Mayor O'Geary said the information will be very useful and asked if there were no further questions if Council was prepared to go into Closed Session. He stated there will be a report following the session.

CLOSED SESSION

Council Member Coffey moved for Council to convene in closed session pursuant to G.S. §143-318.11(a)(6) for a Personnel Matter. Motion seconded by Council Member Inscoe and unanimously approved.

Council Member Peace-Jenkins moved for Council to convene in open session. Motion seconded by Council Member Daeke and unanimously approved.

REPORT

Designating Mr. Edward A. Wyatt As the City of Henderson, North Carolina Interim City Manager. (Resolution 14-83)

City Manager Griffin reported that after discussion in closed session, pursuant to General Statute 160-A-150, Article 7, Part 2, Council wishes to designate a qualified person to exercise the powers and execute the duties of City Manager until the position is filled. In that light, Council has decided to ask Mr. Edward A. Wyatt, who served as Interim City Manager in Henderson from November 2007 to September 2008 to again serve in this capacity until a City Manager is hired.

Mr. Wyatt said he is delighted to have the opportunity to return to Henderson and will do his best for the City. He looks forward to working with those he already knows and becoming familiar with new Council Members and staff.

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

Council Member Kearney moved the approval of Resolution 14-83, *Designating Mr. Edward A. Wyatt As the City of Henderson, North Carolina Interim City Manager*. Motion seconded by Council Member Peace-Jenkins and APPROVED by the following vote: YES: Kearney, Coffey, Inscoc, Peace-Jenkins, Daeke Simmons and Daye. NO: None. ABSTAIN: None. ABSENT: Rainey.

There was no further discussion and Mayor O'Geary asked if Council was prepared to recess until Monday, 20 October 2014 at 6:00 p.m.

RECESS

Council Member Inscoc moved for recess this meeting until Monday, 20 October 2014 at 6:00 p.m. Motion seconded by Council Member Coffey, and was unanimously approved. The meeting adjourned 8:32 p.m.

James D. O'Geary
Mayor

ATTEST:

Esther J. McCrackin
City Clerk



City Council Minutes
Recessed Special Called Meeting from 14 October 2014
20 October 2014

PRESENT

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

ABSENT

None.

STAFF PRESENT

City Manager Ray Griffin, City Attorney D. Rix Edwards, City Clerk Esther J. McCrackin, and Assistant City Manager Frank Frazier.

CALL TO ORDER

The 20 October 2014 *Recessed* Special Called Meeting of the Henderson City Council was called to order by Mayor James D. O'Geary at 6:00 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.

Mayor O'Geary began the meeting by asking if Council was prepared to go back into the Recessed Closed Session.

(Clerk's Note: Council Member Daye arrived at 6:12 p.m.)

CLOSED SESSION

Council Member Rainey moved for Council to convene in closed session pursuant to G.S. §143-318.11(a)(6) for a Personnel Matter. Motion seconded by Council Member Peace-Jenkins and unanimously approved.

Council Member Inscoe moved for Council to convene in open session. Motion seconded by Council Member Rainey and unanimously approved.

ADJOURNMENT

Council Member Peace-Jenkins moved to adjourn this meeting. Motion seconded by Council Member Daeke, and was unanimously approved. The meeting adjourned 7:02 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: 27 Oct 14 Short Reg. Meeting

22 October 2014

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

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

RE: **CAF: 14-30-A**
Consideration of Approval of Ordinance 14-18-A, Amending Section 408 and 10-33.3 of the City Code and Zoning Ordinance Section 405.3 Relative to Signs.

Ladies and Gentlemen:

Council Retreat Goals Addressed By This Item:

- **KSO 3:** Revise and align land use and sign ordinance

Recommendation:

- Approval of Ordinance 14-18-A, Amending Section 408 and 10-33.3 of the City Code and Zoning Ordinance Section 405.3 Relative to Signs.

Executive Summary:

This item has been discussed in prior Council meetings and it was decided that further clarification was needed. The Planning Board met on 6 October 2014 and approved the draft ordinance with additional language added regarding policy and procedures used in permitting signs meet potential safety concerns as requested by staff.

This ordinance in essence maintains the exemption for governmental sponsor signs and allows not-for-profits/civic organizations to erect signs with permission from City Council or the Zoning Administrator by issuance of a sign permit.

Enclosures:

1. Ordinance 14-18-A
2. Planning Board Minutes

ORDINANCE 14—18-A

After receiving the recommendation of the Planning Board and after a duly advertised public hearing thereon, Councilperson _____ introduced the following Ordinance which was seconded by Councilperson _____ and read:

AN ORDINANCE RELATIVE TO SIGNS

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

Section 1. That Section 408 of the City Code be rewritten to read as follows:

“Section 408: Exempt Signs.

The Zoning Code shall not apply to any governmental sponsored signs or to any signs placed pursuant to a governmental sign program which has been approved by the City Council or the Zoning Administrator.”

Section 2. That the first sentence of Section 10-33.3 of the City Code be rewritten to read as follows:

“Subject to the regulations of the North Carolina Department of Transportation, no person or entity shall place any sign except in compliance with the provisions of this City Code and in compliance with Section 405.3 of the City’s Zoning Code.”

Section 3. That Section 405.3 of the Zoning Code be rewritten to read as follows:

“Section 405.3. Subject to the regulations of the North Carolina Department of Transportation, no person or entity shall place any sign except in compliance with the City Code unless a Zoning Permit is granted for the same.”

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

The foregoing Ordinance 14-___, 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 4**, 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 14-18-A An Ordinance Relative To Signs*, adopted by the Henderson, City Council in Regular Session on ** ** 20** (See *Minute Book 4**, p. **). This Ordinance is recorded in *Ordinance Book # 8*, 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 of Henderson

Planning and Community Development Department

Post Office Box 1434 / 134 Rose Avenue / Henderson, NC 27536-1434

Phone: (252) 430-5723 FAX: (252) 492-7935

MINUTES

HENDERSON PLANNING BOARD MONDAY, OCTOBER 6, 2014 – 3:30 P.M. CITY HALL – COUNCIL CHAMBERS

Members Present – Horace Bullock, Marguerite Anduze, Arthur Henderson, Jimmie Ayscue, Charles Douglas, Keith Coffey;

Members Absent – Michael Rainey; Phil Walters, Ricky Easter

Staff Present – Development Service Director Corey Williams, City Attorney Rix Edwards

- (1) **CALL TO ORDER** – Meeting was called to order by Vice Chair Horace Bullock. Roll was called. A quorum was present.
- (2) **APPROVAL OF MINUTES** No prior meeting.
- (3) **BUSINESS – DISCUSSION**

New Business

Case (PB05-14): Discussion Exempt Signs in Section 408 of the Zoning Ordinance Relative Non –Governmental Signs

Item was introduced and explained by Corey Williams, Development Service Director. Currently, signs may not be erected or maintained off premises except those by governmental sponsorship. Signs not sponsored by government, but sponsored by not-for-profits and civic organizations such as the Chamber of Commerce, cannot erect off premises signs. Due to citizen concerns regarding the restriction, a draft ordinance was considered. In addition to the current rule, the proposed ordinance will permit other than governmental sponsored signs to erect off premise signs if granted permission City Council and issuance of a sign permit by the Zoning Administrator.

The Planning Board (Board) additionally discussed fines and expressed concerns regarding businesses placing portable signs throughout the city and signs being placed so as not to block views provided by state and city street right of ways. The Board clarified that the proposed ordinance would permit no-for-profit organizations if proper permit were issued. The Board also

CAF 14-30-A: 27 October 2014 Council Meeting: Public Hearing

requested Mr. Williams and his staff develop signage guidance that would receive review by the City Attorney and approved by the City Manager.

Motion was made by Ms. Coffey and seconded by Ms. Anduze to approve Ordinance 14-18A and to direct the Mr. Williams and his staff to develop a signage policy, reviewed by the City Attorney and approved by the City Manager, that would clarify the ability of not-for-profit organizations to erect signs with proper permits and in accordance with safety policy and procedures so as not to block state and city right of ways. A unanimous vote of 8-0; **AYES:** Horace Bullock, Marguerite Anduze, Arthur Henderson, Jimmie Ayscue, and Keith Coffey; **NOES:** None, **ASBENT:** None

Recommendation now goes before the City Council for approval.

(4) **ADJOURNMENT**

NEXT MEETING: November 3, 2014 @ 3:30 PM

Minutes respectfully submitted by

Corey K. Williams
Development Service Director

City Council Action Form

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



Agenda Item: _____

Council Meeting: 27 Oct 14 Short Reg. Meeting

17 September 2014

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

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

RE: CAF: 14-106

Consideration of Approval of Resolution 14-77, Authorizing the Execution of Quitclaim Deeds for Several Properties Outside City Limits Recorded in Error as Jointly Owned City/County Properties

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 14-77, Authorizing the Execution of Quitclaim Deeds for Several Properties Outside City Limits Recorded in Error as Jointly Owned City/County Properties

Executive Summary:

On 16 September 2014 the City Manager's office received a request from Porcha Brooks of the Vance County Tax Office regarding the execution of quit claim deeds for several properties recorded in Vance County Register of Deeds as owned by the City and County jointly. These properties should have been registered as County owned properties only as they are outside of city limits and not under the City's jurisdiction.

City Attorney Zollicoffer has reviewed these quitclaim deeds and found them to be in order and approves the execution of said deeds for the properties described below:

QUITCLAIM DEED –1: Map #0303 02005, Home Land, Henderson NC recorded in Book 451 Page 605 in the Vance County Registry

QUITCLAIM DEED –2: Parcel I.D. # 0111 03023; off Nicholas St., Henderson NC recorded in Book 395, Page 433 in the Vance County Registry.

QUITCLAIM DEED –3: Parcel I.D. # 0066 050003, 181 Ft. St. Matthews St., Henderson recorded in Book 164, Page 46 in the Vance County Registry.

QUITCLAIM DEED – 4: Parcel I.D. # 0111 01018, Chavasse Land, Henderson NC recorded in Book 805, Page 697 in the Vance County Registry.

QUITCLAIM DEED – 5: Parcel I.D. # 0068 02052, 412 Bobbitt Street, Henderson NC recorded in Book 631, Page 566 in the Vance County Registry.

It is requested Council approve the execution of these quitclaim deeds as requested by Vance County.

Enclosure:

1. Resolution 14-77

RESOLUTION 14-77

AUTHORIZING THE EXECUTION OF QUIT CLAIM DEEDS FOR SEVERAL PROPERTIES OUTSIDE CITY LIMITS RECORDED IN ERROR AS JOINTLY OWNED CITY/COUNTY PROPERTIES

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, there are several properties located outside of city limits that have been recorded in error as owned by Vance County and the City of Henderson in error; *and*

WHEREAS, Vance County has requested the City of Henderson to sign Quitclaim Deeds for said properties to correct the records; *and*

WHEREAS, it is Council's desire to assist with this process as expeditiously as possible.

NOW THEREFORE BE IT RESOLVED by the Henderson City Council that it does hereby authorize the execution of the Quitclaim Deeds for the following properties: (See *Attachment A* to this Resolution)

QUITCLAIM DEED -1:

Map #0303 02005, Home Land, Henderson NC recorded in Book 451 Page 605 in the Vance County Registry

QUITCLAIM DEED -2:

Parcel I.D. # 0111 03023, off Nicholas St., Henderson NC recorded in Book 395, Page 433 in the Vance County Registry.

QUITCLAIM DEED -3:

Parcel I.D. # 0066 050003, 181 Ft. St. Matthews St., Henderson recorded in Book 164, Page 46 in the Vance County Registry.

QUITCLAIM DEED - 4:

Parcel I.D. # 0111 01018, Chavasse Land, Henderson NC recorded in Book 805, Page 697 in the Vance County Registry.

QUITCLAIM DEED - 5:

Parcel I.D. # 0068 02052, 412 Bobbitt Street, Henderson NC recorded in Book 631, Page 566 in the Vance County Registry.

BE IT FUTHER RESOLVED THAT the Mayor or his appointee is authorized to sign said Quitclaim Deeds to effect the transfer of said property to the sole ownership of the County of Vance.

The foregoing Resolution 14-77, 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:

D. Rix Edwards, City Attorney

This instrument was prepared by: N. Kyle Hicks, a North Carolina Licensed Attorney.
Return after recording to the Closing Attorney: N. Kyle Hicks, 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

QUITCLAIM DEED

COUNTY OF VANCE

THIS QUITCLAIM DEED, made and entered into this the ____ day of September 2014,
by and between the **CITY OF HENDERSON**, a North Carolina municipality, party of the first
part, to **VANCE COUNTY**, a body politic and corporate of the State of North Carolina, whose
mailing address is 122 Young Street, Suite E, Henderson, North Carolina 27536, party of the
second part.

WITNESSETH:

That said party of the first part, for and in consideration of the sum of Ten Dollars to it in
hand paid, the receipt of which is hereby acknowledged, has remised and released and by these
presents does remise, release, convey and forever quitclaim unto the party of the second part, its
successors or assigns, all right, title and interest of the said party of the first part in and to that
certain lot or parcel of land situate in Henderson Township, Vance County, North Carolina, and
more particularly described as follows:

One the West by the lands of J.L. Rideout, on the East by the public road,
on the North by the land of J.H. Taylor and on the South by the land of
Jim Kearsy containing One and three fourths (1 3/4) acres more or less.
See deed recorded in Book 42 on page 61.

For further reference, see Deed of record in Book 451, Page 605, Vance
County Registry.

(Map #0303 02005, Home Land, Henderson, NC)

TO HAVE AND TO HOLD the aforesaid lot or parcel of land and all privileges and
appurtenances thereunto belonging unto it, the said party of the second part, free and discharged
from all right, title, claim and interest of the said party of the first part or anyone claiming by,
through or under it.

IN TESTIMONY WHEREOF, the party of the first part has caused this deed to be duly
signed by its Mayor and attested to by its City Clerk, this the day and year first above written.

{A0109242.DOC}

Hopper, Hicks & Wrenn, PLLC, 111 Gilliam St. Oxford NC 27565

CITY OF HENDERSON

By: _____
James D. O'Geary, Mayor

Attested to:

Esther J. McCrackin, City Clerk

STATE OF NORTH CAROLINA
COUNTY OF VANCE

I, the undersigned Notary Public in and for the County of _____ and State of North Carolina, do hereby certify that Esther J. McCrackin either (____) personally known to me or (____) proven by satisfactory evidence (said evidence being _____), personally appeared before me this day and acknowledged that she is City Clerk to the City of Henderson, a municipal corporation; that she knows the common seal of the corporation; and that, by the authority duly given and as an act of said municipal corporation, the foregoing instrument was voluntarily signed by its Mayor and attested by her as its City Clerk and that the common seal was affixed all by order of the governing body of said corporation; that the said certification is the act and deed of said corporation.

Witness my hand and official stamp or seal, this ____ day of September, 2014.

Notary Public

Printed or Typed Name of Notary

My commission expires: _____

**Resolution 14-77
Attachment A
Quitclaim #2**

This instrument was prepared by: N. Kyle Hicks, a North Carolina Licensed Attorney. Return after recording to the Closing Attorney: N. Kyle Hicks, 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
COUNTY OF VANCE

QUITCLAIM DEED

THIS QUITCLAIM DEED, made and entered into this the ____ day of September, 2014, by and between the **CITY OF HENDERSON**, a North Carolina municipality, party of the first part, to **VANCE COUNTY**, a body politic and corporate of the State of North Carolina, whose mailing address is 122 Young Street, Suite E, Henderson, North Carolina 27536, party of the second part.

WITNESSETH:

That said party of the first part, for and in consideration of the sum of Ten Dollars to it in hand paid, the receipt of which is hereby acknowledged, has remised and released and by these presents does remise, release, convey and forever quitclaim unto the party of the second part, its successors or assigns, all right, title and interest of the said party of the first part in and to that certain lot or parcel of land situate in the Vance County, North Carolina, and more particularly described as follows:

Begin at a stone Rebecca Hawkins corner on East side of Raleigh-Gaston Railroad, 40 feet from the center, and run thence S. 87 1/4 E. 1800 feet to a stone, Hawkins corner in Davis line; thence N. 2-3/4 E. 82.5 feet; thence N. 87 1/4 W. 1804 feet to stone on said R.R. right of way; thence along said R.R. right of way S. 3/4 E. 82.5 feet to the place of beginning, containing 3.4 acres, being tract of land described as tract No. 1, in deed of T.E. Holding and others to O.S. Falkner, deed book 221, Page 419, Register of Deeds Office for Vance County, North Carolina. See also deed recorded in Book 228, Page 128 of the Vance County Registry.

The above described property was inherited by Percy Lee Harrison from his mother Ada J. Plummer who died in 1961 leaving Percy Lee Harrison as her only heir.

For further reference, see Deed of record in Book 395, Page 433, Vance County Registry.

(Parcel I.D. Number 0111 03023; Off Nicholas St., Henderson, NC)

{A0108244.DOC}

Hopper, Hicks & Wrenn, PLLC, 111 Gilliam St. Oxford NC 27565

IN TESTIMONY WHEREOF, the party of the first part has caused this deed to be duly signed by its Mayor and attested to by its City Clerk, this the day and year first above written.

CITY OF HENDERSON

By: _____
James D. O'Geary, Mayor

Attested to:

Esther J. McCrackin, City Clerk

STATE OF NORTH CAROLINA
COUNTY OF VANCE

I, the undersigned Notary Public in and for the County of _____ and State of North Carolina, do hereby certify that Esther J. McCrackin either () personally known to me or () proven by satisfactory evidence (said evidence being _____), personally appeared before me this day and acknowledged that she is City Clerk to the City of Henderson, a municipal corporation; that she knows the common seal of the corporation; and that, by the authority duly given and as an act of said municipal corporation, the foregoing instrument was voluntarily signed by its Mayor and attested by her as its City Clerk and that the common seal was affixed all by order of the governing body of said corporation; that the said certification is the act and deed of said corporation.

Witness my hand and official stamp or seal, this ____ day of September, 2014.

Notary Public

Printed or Typed Name of Notary

My commission expires: _____

**Resolution 14-77
Attachment A
Quitclaim #3**

This instrument was prepared by: N. Kyle Hicks, a North Carolina Licensed Attorney. Return after recording to the Closing Attorney: N. Kyle Hicks, 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

QUITCLAIM DEED

COUNTY OF VANCE

THIS QUITCLAIM DEED, made and entered into this the ____ day of September 2014, by and between the **CITY OF HENDERSON**, a North Carolina municipality, party of the first part, to **VANCE COUNTY**, a body politic and corporate of the State of North Carolina, whose mailing address is 122 Young Street, Suite E, Henderson, North Carolina 27536, party of the second part.

WITNESSETH:

That said party of the first part, for and in consideration of the sum of Ten Dollars to it in hand paid, the receipt of which is hereby acknowledged, has remised and released and by these presents does remise, release, convey and forever quitclaim unto the party of the second part, its successors or assigns, all right, title and interest of the said party of the first part in and to that certain lot or parcel of land situate in the City of Henderson, Henderson Township, Vance County, North Carolina, and more particularly described as follows:

Begin at a stake Southeast corner of June Dunn's lot 40 feet from the center of railroad; thence along Dunn's line W. 116 1/2 feet to a stone on East side of Kittrell road; thence S 1 E 181 1/2 feet to a stake; thence S 1 E 181 1/2 feet to a stake; thence E 123 1/2 feet to a stake, 40 feet from center of S. A. L. right of way; thence along right of way 181 1/2 feet to place of beginning. For further description see Book 43 page 342, Register's office of Vance County, N.C. Also see Book 69 page 320 Register's office of Vance County, N.C.

For further reference, see Deed of record in Book 164, Page 46, Vance County Registry.

(Parcel I.D. Number 0066 05003, 181 ft. St. Matthews Street, Henderson, NC)

TO HAVE AND TO HOLD the aforesaid lot or parcel of land and all privileges and appurtenances thereunto belonging unto it, the said party of the second part, free and discharged from all right, title, claim and interest of the said party of the first part or anyone claiming by, through or under it.

{A0108243.DOC}

Hopper, Hicks & Wrenn, PLLC, 111 Gilliam St. Oxford NC 27565

IN TESTIMONY WHEREOF, the party of the first part has caused this deed to be duly signed by its Mayor and attested to by its City Clerk, this the day and year first above written.

CITY OF HENDERSON

By: _____
James D. O'Geary, Mayor

Attested to:

Esther J. McCrackin, City Clerk

STATE OF NORTH CAROLINA
COUNTY OF VANCE

I, the undersigned Notary Public in and for the County of _____ and State of North Carolina, do hereby certify that Esther J. McCrackin either () personally known to me or () proven by satisfactory evidence (said evidence being _____), personally appeared before me this day and acknowledged that she is City Clerk to the City of Henderson, a municipal corporation; that she knows the common seal of the corporation; and that, by the authority duly given and as an act of said municipal corporation, the foregoing instrument was voluntarily signed by its Mayor and attested by her as its City Clerk and that the common seal was affixed all by order of the governing body of said corporation; that the said certification is the act and deed of said corporation.

Witness my hand and official stamp or seal, this _____ day of September, 2014.

Notary Public

Printed or Typed Name of Notary

My commission expires: _____

{A0108243.DOC}

Hopper, Hicks & Wrenn, PLLC, 111 Gilliam St. Oxford NC 27565

This instrument was prepared by: N. Kyle Hicks, a North Carolina Licensed Attorney.
Return after recording to the Closing Attorney: N. Kyle Hicks, 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
COUNTY OF VANCE

QUITCLAIM DEED

THIS QUITCLAIM DEED, made and entered into this the ____ day of September, 2014,
by and between the **CITY OF HENDERSON**, a North Carolina municipality, party of the first
part, to **VANCE COUNTY**, a body politic and corporate of the State of North Carolina, whose
mailing address is 122 Young Street, Suite E, Henderson, North Carolina 27536, party of the
second part.

WITNESSETH:

That said party of the first part, for and in consideration of the sum of Ten Dollars to it in
hand paid, the receipt of which is hereby acknowledged, has remised and released and by these
presents does remise, release, convey and forever quitclaim unto the party of the second part, its
successors or assigns, all right, title and interest of the said party of the first part in and to that
certain lot or parcel of land situate in Henderson Township, Vance County, North Carolina, and
more particularly described as follows:

That parcel of land located to the North of the lots owned by M.R. Sanders
and indexed in the Vance County Tax Office as Map 111, Block 1, Lot 18,
and being the same property conveyed to M.R. Sanders, deceased, by deed
dated July 22, 1982 from William M. Sanders.

The intent of the Grantor herein is to conveyed all of her interests to the
children of William Sanders, each named above.

For further reference, see Deed of record in Book 805, Page 697, Vance
County Registry.

(Parcel I.D. Number 0111 01018; Chavasse Land, Henderson, NC)

TO HAVE AND TO HOLD the aforesaid lot or parcel of land and all privileges and
appurtenances thereunto belonging unto it, the said party of the second part, free and discharged
from all right, title, claim and interest of the said party of the first part or anyone claiming by,
through or under it.

{A0108245.DOC}

Hopper, Hicks & Wrenn, PLLC, 111 Gilliam St. Oxford NC 27565

IN TESTIMONY WHEREOF, the party of the first part has caused this deed to be duly signed by its Mayor and attested to by its City Clerk, this the day and year first above written.

CITY OF HENDERSON

By: _____
James D. O'Geary, Mayor

Attested to:

Esther J. McCrackin, City Clerk

STATE OF NORTH CAROLINA
COUNTY OF VANCE

I, the undersigned Notary Public in and for the County of _____ and State of North Carolina, do hereby certify that Esther J. McCrackin either () personally known to me or () proven by satisfactory evidence (said evidence being _____), personally appeared before me this day and acknowledged that she is City Clerk to the City of Henderson, a municipal corporation; that she knows the common seal of the corporation; and that, by the authority duly given and as an act of said municipal corporation, the foregoing instrument was voluntarily signed by its Mayor and attested by her as its City Clerk and that the common seal was affixed all by order of the governing body of said corporation; that the said certification is the act and deed of said corporation.

Witness my hand and official stamp or seal, this _____ day of September, 2014.

Notary Public

Printed or Typed Name of Notary

My commission expires: _____

This instrument was prepared by: N. Kyle Hicks, a North Carolina Licensed Attorney. Return after recording to the Closing Attorney: N. Kyle Hicks, 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

QUITCLAIM DEED

COUNTY OF VANCE

THIS QUITCLAIM DEED, made and entered into this the ____ day of September, 2014, by and between the **CITY OF HENDERSON**, a North Carolina municipality, party of the first part, to **VANCE COUNTY**, a body politic and corporate of the State of North Carolina, whose mailing address is 122 Young Street, Suite E, Henderson, North Carolina 27536, party of the second part.

WITNESSETH:

That said party of the first part, for and in consideration of the sum of Ten Dollars to it in hand paid, the receipt of which is hereby acknowledged, has remised and released and by these presents does remise, release, convey and forever quitclaim unto the party of the second part, its successors or assigns, all right, title and interest of the said party of the first part in and to that certain lot or parcel of land situate in Henderson Township, Vance County, North Carolina, and more particularly described as follows:

BEING a portion of the land conveyed by the Henderson Cotton Mills to Henderson-Harriet Housing Corporation, bounded and described as follows:

The lot fronting 70.5 feet on Bobbitt Street and running back 175.8 feet deep, more or less. The same being Lot No. 37 in Block No. 8 as shown on the plat made March, 1941, by William Boyd, Surveyor, of Henderson Cotton Mill Property, which plat is recorded in the Register of Deeds Office of Vance County, North Carolina, in Book C at Page 86, to which reference is made for other and further description.

See Deeds recorded in Book 230, Page 44; Book 231, Page 444; Book 311, Page 569; and Book 397, Page 515, Vance County Registry.

For further reference, see Deed of record in Book 631, Page 566, Vance County Registry.

(Parcel I.D. Number 0068 02052; 412 Bobbitt Street, Henderson, NC)

{A0108246.DOC}

Hopper, Hicks & Wrenn, PLLC, 111 Gilliam St. Oxford NC 27565

TO HAVE AND TO HOLD the aforesaid lot or parcel of land and all privileges and appurtenances thereunto belonging unto it, the said party of the second part, free and discharged from all right, title, claim and interest of the said party of the first part or anyone claiming by, through or under it.

IN TESTIMONY WHEREOF, the party of the first part has caused this deed to be duly signed by its Mayor and attested to by its City Clerk, this the day and year first above written.

CITY OF HENDERSON

By: _____
James D. O'Geary, Mayor

Attested to:

Esther J. McCrackin, City Clerk

STATE OF NORTH CAROLINA
COUNTY OF VANCE

I, the undersigned Notary Public in and for the County of _____ and State of North Carolina, do hereby certify that Esther J. McCrackin either () personally known to me or () proven by satisfactory evidence (said evidence being _____), personally appeared before me this day and acknowledged that she is City Clerk to the City of Henderson, a municipal corporation; that she knows the common seal of the corporation; and that, by the authority duly given and as an act of said municipal corporation, the foregoing instrument was voluntarily signed by its Mayor and attested by her as its City Clerk and that the common seal was affixed all by order of the governing body of said corporation; that the said certification is the act and deed of said corporation.

Witness my hand and official stamp or seal, this ____ day of September, 2014.

Notary Public

Printed or Typed Name of Notary

My commission expires: _____

{A0108246.DOC}

Hopper, Hicks & Wrenn, PLLC, 111 Gilliam St. Oxford NC 27565

City Council Action Form

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



Agenda Item: _____

Council Meeting: 27 Oct 14 Short Reg. Meeting

10 October 2014

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

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

RE: **CAF: 14-109**

Consideration of Approval of: 1) Resolution 14-79, Authorizing the Execution of Change Order #5 for the Henderson Water Reclamation Facility Project to Devere Construction Company, Inc. in the Amount of \$22,825.16, and 2) Ordinance 14-49 FY15 Budget Amendment #13, Amending the CIP Sewer Fund for Change Order #5 to the Water Reclamation Facility Renovation Project

Ladies and Gentlemen:

Council Retreat Goals Addressed By This Item:

- KSO 5: Provide Reliable, Dependable and Environmentally Compliant Infrastructure Systems.

Recommendation:

Approval of:

- 1) Resolution of 14-79, Authorizing the Execution of Change Order #5 for the Henderson Water Reclamation Facility Project to Devere Construction Company, Inc. in the Amount of \$22,825.16
- 2) Ordinance 14-49, FY15 Budget Amendment #13, Amending the CIP Sewer Fund for Change Order #5 to the Water Reclamation Facility Renovation Project.

Executive Summary:

On 10 Dec 2010, the City Council approved acceptance of a State Revolving Loan, via Resolution 12-98, in the amount of \$16,615,000 for improvements to the Henderson Water Reclamation Facility providing funding for major improvements to the plant which will simplify treatment processes as well as reduce operational costs.

Change Order #1 in the amount of \$55,709 was approved by the City Council on 23 September 2013, via Resolution 13-09-A, leaving a contingency balance of \$601,431.

Change Order #2 was approved in the amount of \$24,204.76 on 27 January 2014 leaving a contingency balance of \$577,226.

Change Order #3 was approved in the amount of \$78,079.367 on 28 April 2014 via Resolution 14-17, leaving a contingency balance of \$499,146.

A correction to the contingency line item for a previous budget amendment was approved in the amount of \$50,500 on 12 May 2014 via Ordinance 14-30, Budget Amendment #34, leaving a contingency balance of \$448,646.

Change Order #4 was approved in the amount of \$10,558.49 on 14 June 2014 via Resolution 14-17-A, leaving a balance of \$438,087.

Change Order #5 consists of grading changes around the new maintenance building and the addition of vent piping for drain lines at the solids handling building.

The items listed below are proposed changes/additions that were discovered during the construction process that were not in the original bid, but necessary due to code changes, utility conflicts and items needed to properly operate the new plant. City staff and McGill Associates recommend approval of this change order and the State has approved them as eligible for funding.

Graph Provided by McGill Associates

CHANGE ORDER NUMBER FIVE			
#	DESCRIPTION	PRICE	DAYS
1	Grading changes at new maintenance building	\$ 20,311.94	5
2	Addition of vent piping for drain line at solids handling building	\$ 2,513.22	3
	Adverse weather days	\$ -	7
	Total	\$ 22,825.16	15

Enclosures:

1. Resolution 14-79
2. Ordinance 14-49

RESOLUTION 14-79

AUTHORIZING EXECUTION OF CHANGE ORDER #5 TO DEVERE CONSTRUCTION COMPANY FOR IMPROVEMENTS TO THE HENDERSON WATER RECLAMATION FACILITY PROJECT

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 of the Key Strategic Objectives as follows: **KSO 5: Provide Reliable, Dependable Infrastructure** - To provide reliable, dependable and environmentally compliant infrastructure systems; *and*

WHEREAS, the City Council accepted loan funding for this purpose from the NC Department of Environment and Natural Resources, Infrastructure Finance Section; *and*

WHEREAS, the City's Consulting Engineer and City staff recommend approval of Change Order #5, as outlined in the description provided by McGill Associates, to Devere Construction Company, Inc. being more fully articulated in **Attachment A** to this Resolution, subject to approval of the Infrastructure Finance Section.

WHEREAS, there is \$438,087 remaining in the contingency fund, which could be used for these costs pending City Council approval; *and*

NOW, THEREFORE BE IT RESOLVED BY THE HENDERSON CITY COUNCIL THAT IT DOES HEREBY APPROVE the execution of Change Order #5 of the Henderson Water Reclamation Facility Improvement Project to Devere Construction Company, Inc. in the amount of \$22,825.16, subject to approval by the State; *and*

BE IT FURTHER RESOLVED that the Mayor is authorized to sign all agreements and documents necessary to effect said Agreement.

The foregoing Resolution 14-79, 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 44, pp. **.*

CHANGE ORDER

Number 5

PROJECT:	Henderson Water Reclamation Facility Improvements	DATE OF ISSUANCE:	_____
OWNER:	City of Henderson 134 Rose Avenue Henderson, North Carolina 27536	OWNER'S PROJECT NO.:	<u>CS370410-06</u>
CONTRACTOR:	DeVere Construction Company, Inc. 1030 DeVere Drive Alpena, Michigan 49707	ENGINEER:	McGill Associates, P.A. P.O. Box 1136 Hickory, NC 28603
CONTRACT FOR:	Henderson Water Reclamation Facility Improvements	ENGINEER'S PROJECT NO.:	<u>12.01100</u>

You are directed to make the following changes in the Contract Documents:

Description: CO#5 consists of the following items:

1. Grading changes around the new Maintenance Building
2. Addition of vent for drain piping at Solids Handling Building
3. Addition of contract time due to adverse weather.

Purpose of Change Order: Make adjustments to the Contract Price and Time.

Attachments (List documents supporting change):

1. Spread sheet listing Changes, Prices, and Days
2. Engineer reviewed Quotes and backup documentation for each item included

CHANGE IN CONTRACT PRICE:	CHANGE IN CONTRACT TIME:
Original Contract Price	Original Contract Time
<u>\$ 15,519,000</u>	<u>591</u> Days or-Date
Previous Change Order No. <u>0</u> to No. <u>4</u>	Net Change From Previous Change Orders
<u>\$ 199,216.81</u>	<u>69</u> Days
Contract Price Prior to This Change Order	Contract Time Prior to This Change Order
<u>\$ 15,718,216.85</u>	<u>660</u> Days or-Date
Net Increase (Decrease) of This Change Order	Net Increase (Decrease) of This Change Order
<u>\$ 22,825.16</u>	<u>15</u> Days
Contract Price With All Approved Change Orders	Contract Time With All Approved Change Orders
<u>\$ 15,741,042.01</u>	<u>675</u> Days or-Date

RECOMMENDED:	APPROVED:	APPROVED:
BY: _____	BY: _____	BY: _____
Print: _____	Print: _____	Print: _____
McGill Associates (Engineer)	City of Henderson (Owner)	DeVere Construction (Contractor)

EJCDC No. 1910-8-B (1983 Edition)
Prepared by the Engineers' Joint Contract Documents Committee and endorsed by The Associated General Contractors of America.

Change Order Number Five

#	Description	Price	Days
1	Grading Changes at new Maintenance Building	\$ 20,311.94	5
2	Addition of vent piping for drain line at Solids Handling Building	\$ 2,513.22	3
3	Adverse Weather Days	0.00	7
	Total	\$ 22,825.16	15

GENERAL CONTRACTOR ESTIMATE FOR CHANGE ORDER

7/14/2014

DATE:

DeVere Project #: 13123
 SRF NO. CS370410-06
 General Contractor: Devere Construction
 Change Description: Revised Grading Plan and Additional Parking Around Maintenance Shop per drawing received 6/12/14.

PROJECT: HENDERSON WRF
 PCO No. 32

GENERAL CONTRACTOR DIRECT COST											
Item No.	Description	Qty Units	Quantity	Direct Labor			Direct Material		Direct Equipment		
				Hours Per Unit	Total Labor Hours	Hourly Wage Rate, Excl Taxes & Ins	Total Labor Cost	Material Cost Per Unit	Total Material Cost	Equipment Cost Per Unit	Total Equipment Cost
A	B	C	D	E	F = C x E	G	H = F x G	I	J = C x I	K	L = C x K
1.01	Labor from Worksheet	1	1	1	1	\$ 1,020.00	\$ 1,020.00				
1.02	Material from Worksheet	1	1	0	0			\$ 3,320.00	\$ 3,320.00		
1.03	Equipment from Worksheet			0	0					\$ 4,190.00	
1.05				0	0						
1.06				0	0						
1.07				0	0						
1.08				0	0						
1.09	Subtotal from Estimate Continuation Sheets										
1.97	Subtotal (S1) Direct Cost:						Subtotal Labor		Subtotal Mat		Subtotal Equip
1.98	Taxes / Insurance						\$ 357.00		\$ 224.10		\$ 4,190.00
1.99	Total Direct Costs						\$ 1,377.00		\$ 3,544.10		\$ 4,190.00

Submitted by
 Name: Tim Meyer
 Signature:
 Title: Project Manager
 Date: July 14, 2014

I have reviewed the cost proposed and find them to be reasonable (as proposed) (as marked)
 Engineer Signature

SUBCONTRACT COSTS		
Item No.	Description	Total Cost
3.01	Total Direct Labor Cost	\$ 1,377.00
3.02	Total Direct Material Cost	\$ 3,544.10
3.03	Total Equipment Cost	\$ 4,190.00
3.04	Subtotal	\$ 9,111.10
3.05	Overhead & Profit	\$ 1,366.67
3.06	Subcontractor Cost	\$ 10,477.77
3.07	Markup on Subcontractor	\$ 59,060.00
3.08	Subtotal	\$ 454.00
3.09	Bond Cost (1.5%)	\$ 20,011.77
3.1	Total Change Order Cost	\$ 300.18
3.99	Total Change Order Cost	\$ 20,311.94

SUBCONTRACT COSTS		
Item No.	Subcontractor Name (List totals from attached forms)	Total Cost
A	B	C
2.01	EDR Engineering	\$ 1,050.00
2.02	Lane Construction Corporation	\$ 7,320.00
2.03	Pavement Markings (1LS)	\$ 300.00
2.04	Capital City Curb & Gutter (50LF)	\$ 410.00
2.05		
2.06		
2.07		
2.08		
2.09		
2.99	Total Subcontract Cost	\$ 9,080.00

ADDITIONAL CONTRACT TIME REQUESTED: 5 DAYS

GENERAL CONTRACTOR DIRECT COST													
Item No.	Scope Description		Quantity	Qty Units	Direct Labor			Direct Material			Direct Equipment		
	Description	Description			Direct Labor Hours Per Unit	Total Direct Labor Hours	Hourly Wage Rate, Excl Taxes & Ins	Total Labor Cost	Material Cost Per Unit	Total Material Cost	Equipment Cost Per Unit	Total Equipment Cost	
A	B	C	D	E	F=CxE	G	H=F+G	I	J=CxI	K	L=CxK		
1.01						0							
1.02	ADDED PARKING LOT AREA ADJACENT TO CLARIFIERS	1	LS										
1.03	GRADING AND STONE BASE	10	Hours			\$35.00	\$350.00			\$15.00	\$150.00		
1.04	FOREMAN W/PICKUP	10	Hours			\$20.00	\$200.00			\$125.00	\$1,250.00		
1.05	OPERATOR W/DOZER	10	Hours			\$20.00	\$200.00			\$110.00	\$1,100.00		
1.06	OPERATOR W/LOADER	10	Hours			\$20.00	\$200.00			\$55.00	\$550.00		
1.07	OPERATOR W/DUMP TRUCK	10	Hours			\$18.00	\$180.00			\$55.00	\$550.00		
1.08	SKILLED LABOR W/ROLLER	10	Hours										
1.09	ADDITIONAL ABC STONE FROM VULCAN	115	TONS					\$ 9.00	\$ 1,035.00				
1.10													
1.11	ADDITIONAL ABC STONE AT M.S. DRIVE	1	LS										
1.12	GRADING AND STONE BASE	10	Hours			\$35.00	\$350.00			\$15.00	\$150.00		
1.13	FOREMAN W/PICKUP	10	Hours			\$20.00	\$200.00			\$125.00	\$1,250.00		
1.14	OPERATOR W/DOZER	10	Hours			\$20.00	\$200.00			\$110.00	\$1,100.00		
1.15	OPERATOR W/LOADER	10	Hours			\$20.00	\$200.00			\$55.00	\$550.00		
1.16	OPERATOR W/DUMP TRUCK	10	Hours			\$18.00	\$180.00			\$55.00	\$550.00		
1.17	SKILLED LABOR W/ROLLER	10	Hours										
1.18	ADDITIONAL ABC STONE FROM VULCAN	315	TONS					\$ 9.00	\$ 2,835.00				
1.19													
1.20	ADDITIONAL GRADING AROUND M.S.	1	LS										
1.21	GRADING	5	Hours			\$35.00	\$175.00			\$15.00	\$75.00		
1.22	FOREMAN W/PICKUP	5	Hours			\$20.00	\$100.00			\$125.00	\$625.00		
1.23	OPERATOR W/DOZER	5	Hours			\$20.00	\$100.00			\$110.00	\$550.00		
1.24	OPERATOR W/LOADER	5	Hours			\$18.00	\$90.00			\$55.00	\$275.00		
1.25	SKILLED LABOR W/ROLLER	5	Hours			\$20.00	\$100.00			\$55.00	\$275.00		
1.26	OPERATOR W/DUMP TRUCK	5	Hours										
1.27													
1.28	DEDUCT 15" RCP & CATCH BASIN INSTALLATION												
1.29	FOREMAN W/PICKUP	-15	Hours			\$35.00	(\$525.00)			\$15.00	(\$225.00)		
1.30	OPERATOR W/DOZER	-15	Hours			\$20.00	(\$300.00)			\$125.00	(\$1,575.00)		
1.31	OPERATOR W/LOADER	-15	Hours			\$20.00	(\$300.00)			\$110.00	(\$1,650.00)		
1.32	PIPE LAYER	-15	Hours			\$18.00	(\$270.00)			\$35.00	(\$525.00)		
1.33	SKILLED LABOR W/TRENCH ROLLER	-15	Hours			\$18.00	(\$270.00)			\$55.00	(\$825.00)		
1.34													
1.35	OPERATOR W/ DUMP TRUCK FOR ASPHALT DISPOSAL	-2	HOURS			\$20.00	(\$40.00)			\$55.00	(\$110.00)		
1.36													
1.37	OPERATOR W/DUMP TRUCK FOR ASPHALT PATCHING	-5	HOURS			\$20.00	(\$100.00)			\$55.00	(\$275.00)		
1.38	ABC STONE MATERIALS FROM VULCAN	-14	TONS					\$ 9.00	(\$126.00)				
1.39													
1.40	ASPHALT MATERIALS FROM CAROLINA SUNROCK												
1.41	Subtotal from Estimate Continuation Sheets							\$ 55.00	(\$424.00)				
1.42	Subtotal (S/T) Direct Cost:							Subtotal Mat'l	\$ 3,320.00	Subtotal Equip	\$ 4,190.00		
	Taxes / Insurance												
	Total Direct Costs							Total Labor	\$ 1,020.00	Total Equip	\$ 4,190.00		

Tim Meyer

From: Stephen Jones <stephen.jones@edreng.com>
Sent: Tuesday, June 17, 2014 11:54 AM
To: Tim Meyer
Cc: Ryan Roznowski; Tom Duttlinger; Tim Brothers
Subject: RE: Modified Grading at Admin and Maintenance Buildings

Tim M.

The only additional cost I can see from his list is:

- #1 - Staking and Computations for the Additional Parking Bay
- #2 - Restaking and Recomputing the parking area around the Maintenance Building.

Field Work = \$750.00 (I assumed one (1) trip to site for this field work)
Office Work = \$300.00
Total = \$1,050.00

Hopefully this email proposal work for you? If not let me know and I can type you up a formal proposal.

Stephen Jones



5605 Chapel Hill Road, Suite 110
Raleigh, North Carolina 27607

Office: 919.747.3012 / Fax: 919.324.6614 / Cell: 919.538.3086

From: Tim Meyer [mailto:tmeyer@deve:ecc.us]
Sent: Friday, June 13, 2014 6:48 AM
To: Tim Brothers; Stephen Jones
Cc: Ryan Roznowski
Subject: FW: Modified Grading at Admin and Maintenance Buildings

Tim/Stephen,

Please Price Changes.



Date: 7/2/2014

To: Devere Construction
Attn: Tim Meyer
From: Matthew L. Byrd
The LANE Construction Corporation
3010 Gresham Lake Road
Raleigh, NC 27615
Subject: Henderson WWTF – Change Order #1
Scope of Work: Asphalt Paving – Laydown Only

We propose to furnish all the necessary supervision, labor, equipment, and materials required to complete the following work as outlined below, subject to the terms and conditions stated below and incorporated as part of this proposal.

Asphalt Paving (On Site)

Binder Course:	Construct a one-course asphalt binding course (I19.0B) to a minimal compacted thickness of 2.5".
Price:	\$19.45 per square yard. We estimate +/- 200 square yards.
Total Price:	\$3,890.00
Asphalt Surface Course:	Construct a one-course asphalt wearing surface (SF9.5A) to a minimal compacted thickness of 1.5".
Price:	\$17.15 per square yard. We estimate +/- 200 square yards.
Total Price:	\$3,430.00
<u>Total Estimated Price:</u>	\$7,320.00

1 mobilizations furnished. Any additional mobilizations will be charged at \$2,000/each.

Due to the level of volatility in the petroleum market, we must index our pricing on this project. Prices for this quote are based on the March 2014 NCDOT Asphalt Liquid Binder Index of \$558.21 per ton. For each \$1.00 variance in the index cost of a ton of liquid asphalt, our price will increase or decrease by \$.06 per ton of hot mix asphalt used on this project. Invoice calculations will be based on the NCDOT index for the month that the hot mix is placed.

Other work items are specifically excluded in the bid price or considered as part of this proposal unless specifically stated above.

Exclusions: We specifically exclude staking, bond, reclamation, striping, signage, night work, layout, engineering, seal coat, fine grading, geo textile fabric, undercutting, power washing, herbicide treatment, utility adjustments, undercut, permits and fees, and any other items not mentioned above.

This is a **Unit Price proposal** with prices quoted firm for 45 days from the date on this proposal. If the contract is not signed and received within 45 days of the date on this proposal, Lane Construction Corporation reserves the right to renegotiate prices in order to perform the work listed above. For the purpose of payment, **measurements of the material in place will determine final invoice quantities.** Terms and conditions stated in this proposal/scope of work will be incorporated into your contract. If any portion of the work remains incomplete after this date, Lane Construction Corporation reserves the right to renegotiate prices for any work left to be completed.

GENERAL TERMS AND CONDITIONS

- Terms: on approved credit, the net amount of each invoice shall be payable on or before the 10th of the following month for all work completed during the prior month. A Service charge of 1.5% per month will be assessed on all past due accounts. This is an 18% annual percentage rate.
- If the final lift of asphalt will not be placed for a period of 60 days or longer after the first lift of asphalt has been placed, then **retainage will not be held** on completed work to that point or Lane Construction Corporation will be paid immediately at the 61st day after placing first lift of asphalt.
- The Lane Construction Corporation requires a two week notice prior to starting work.
- No conditions, verbal or otherwise, that are not incorporated above will be recognized.
- Contingencies: We will not be responsible for failure to complete the work covered by this proposal when prevented by strikes, labor troubles, accidents or necessary repairs to machinery, fire, flood, adverse weather conditions, or by reasons of other contingencies beyond our control.
- All work is to be completed in a neat and workmanlike manner and only materials meeting North Carolina Highway specifications for the type construction will be used.
- All workmen's compensation and public liability insurance as required by the State of North Carolina is carried and paid for by Lane Construction Corporation.
- All engineering, surveying, soil testing, and permits are to be furnished to Rea Contracting by the Owner or others.
- If any portion of the contract price is collected by or through an attorney at law after maturity, the purchaser agrees to pay reasonable attorneys fees equal to 15% of the outstanding balance.

If you have any questions call me at 919-669-4674. Thank you for the opportunity to quote!

Proposal for The Lane Construction Corporation by

Matthew L. Byrd, Sales/Estimator

_____ Date: _____

Proposal accepted for owner

By: _____ Date: _____

Approved as a contract for The Lane Construction Corporation

By: _____ Date: _____

Capital City Curb & Gutter
1100 Logger Ct.
Suite G-102
Raleigh, NC 27609
Office (919) 876-5155 (919) 876-5156

Submitted To: Devere Construction
Attn: Tim Meyer
Project: Henderson WRF

Date: 2/25/14

We hereby submit the following proposal for the above referenced project:

Approx. 2,790 LF of 18" Valley Gutter \$8.20 LF
Approx. 420 LF of 18" Curb & Gutter \$8.20 LF
Approx. 5935 Sq Ft of 4" Concrete Sidewalks \$2.50 Sq Ft
Approx. 1110 Sq Ft of Pads w/ WWF \$2.75 Sq Ft

Includes: ALL LABOR & MATERIALS, 3000 psi concrete unless otherwise specified; all expansion material. All work will be completed in a professional manner. Company supervisor will be onsite at all times with the crews. All prices based on grades +/- .10, any extra grading will be charged @ an hourly basis after written change order(s) is signed.

Excludes: Any **Traffic Control** (unless otherwise noted), testing, permits, permit fees, bonds, blasting, ripping of any rock, concrete pumps, joint sealing, stone of any kind, and surveying; Rebar or reinforcement of any kind unless otherwise noted. Not responsible for any utilities unmarked.

Acceptance:

Capital City Curb & Gutter is hereby authorized to perform the work as outlined in this proposal, subject to the specifications herein, for which the buyer, his agent, or general contractor agrees to pay the proposed sum according to the terms outlined. This proposal shall become a part of the contract documents for this project.

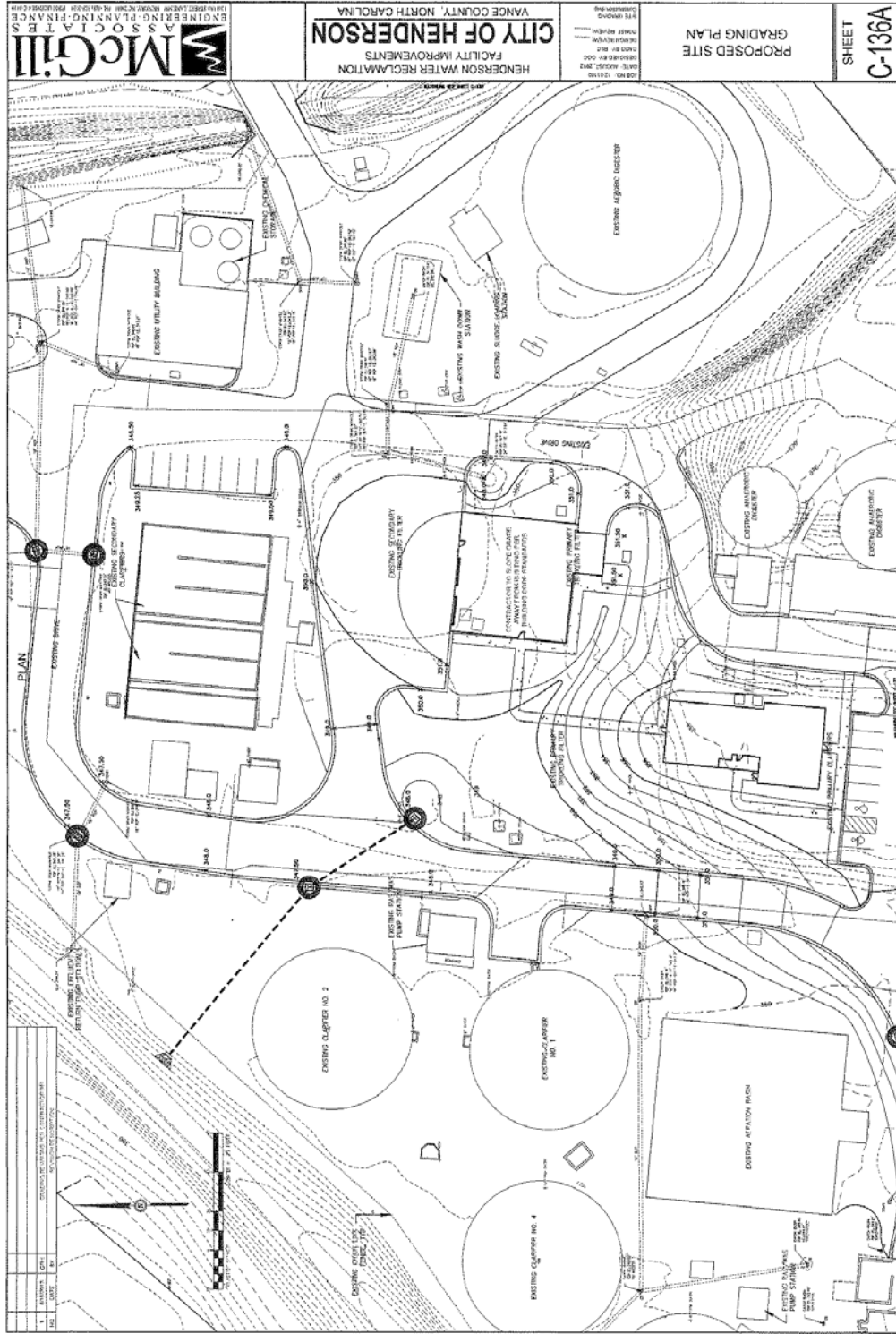
Accepted Sample Approval: _____

ACCEPTED AND AGREED TO THIS _____ DAY OF _____, 2013

Buyer: _____ TITLE: _____
Buyer: _____ TITLE: _____
WITNESS: _____

Capital City Curb & Gutter
BY: _____

Darren Hilyer



GENERAL CONTRACTOR ESTIMATE FOR CHANGE ORDER

DeVere Project #: 13123
 SRF NO. CS370410-06
 General Contractor: Devere Construction
 Change Description: Solids Handling Building Revisions dated 4/28/14 (See attached Sketch). Additional cost for added 2" Vent Piping Only.

DATE: 6/23/2014

PROJECT: HENDERSON WRF
 PCO No. 31R1

GENERAL CONTRACTOR DIRECT COST											
Scope Description				Direct Labor			Direct Material		Direct Equipment		
Item No.	Description	Quantity	Qty Units	Per Unit	Total Direct Labor Hours	Hourly Wage Rate, Excl Taxes & Ins	Total Labor Cost	Material Cost Per Unit	Total Material Cost	Equipment Cost Per Unit	Total Equipment Cost
A	B	C	D	E	F = C x E	G	H = F x G	I	J = C x I	K	L = C x K
1.01	Labor from Worksheet	1	1	1	1	\$ 400.00	\$ 400.00				
1.02	Material from Worksheet	1	1						\$ 669.04		\$ 669.04
1.03	Equipment from Worksheet										\$ 625.00
1.05											
1.06											
1.07											
1.08											
1.09	Subtotal from Estimate Continuation Sheets										
1.97	Subtotal (S/T) Direct Cost:						Subtotal Labor \$ 400.00		Subtotal Mat'l \$ 669.04		Subtotal Equip \$ 625.00
1.98	Taxes / Insurance						35.00% of Item 1.97H = \$ 140.00		Sales Tax @8.75% \$ 45.16		
1.99	Total Direct Costs						Total Labor \$ 540.00		Total Mat'l \$ 714.20		Total Equip \$ 625.00

FICA, FUI, SUI, & Workman's Comp at 35.00%

SUBCONTRACT COSTS		
Item No.	Subcontractor Name (List totals from attached forms)	Total Cost
A	B	C
2.01	Flowcon (Tap for 12"x2" Saddle)	\$ 300.00
2.02		
2.03		
2.04		
2.05		
2.06		
2.07		
2.08		
2.09		
2.99	Total Subcontract Cost	\$300.00

SUMMARY		
Item No.	Description	Total Cost
3.01	Total Direct Labor Cost	\$ 540.00
3.02	Total Direct Material Cost	\$ 714.20
3.03	Total Equipment Cost	\$ 625.00
3.04	Subtotal	\$ 1,879.20
3.05	Overhead & Profit	\$ 281.88
3.06	Subtotal	\$ 2,161.08
3.07	Subcontractor Cost	\$300.00
3.08	Markup on Subcontractor	\$ 15.00
3.09	Subtotal	\$ 2,476.08
3.1	Bond Cost (1.5%)	\$ 37.14
3.99	Total Change Order Cost	\$ 2,513.22

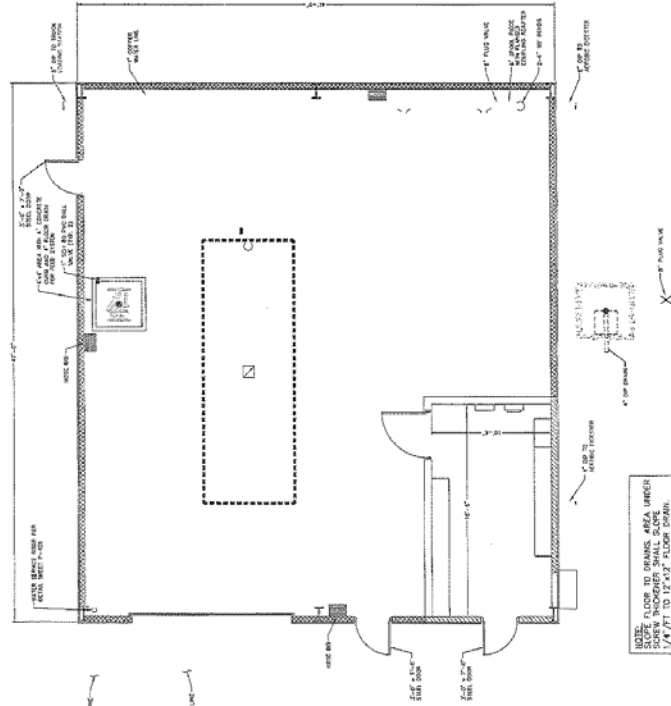
3 DAYS

ADDITIONAL CONTRACT TIME REQUESTED:

Submitted by _____
 Name: Tim Meyer
 Signature: _____
 Title: Project Manager
 Date: June 23, 2014

I have reviewed the cost proposed and find them to be reasonable (as proposed)(as marked)
 Engineer Signature _____

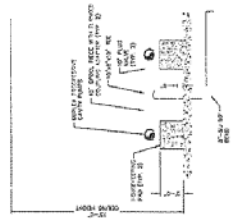
GENERAL CONTRACTOR DIRECT COST												
Scope Description			Direct Labor				Direct Material			Direct Equipment		
Item No.	Description	Quantity	Qty Units	Direct Labor Hours Per Unit	Total Direct Labor Hours	Hourly Wage Rate, Excl Taxes & Ins	Total Labor Cost	Material Cost Per Unit	Total Material Cost	Equipment Cost Per Unit	Total Equipment Cost	
A	B	C	D	E	F=CxE	G	H=FXG	I	J=CxI	K	L=CxK	
1.01					0							
1.02												
1.03												
1.04												
1.05	FOREMAN W/PICKUP	5	Hours	1	5	\$35.00	\$175.00			\$15.00	\$75.00	
1.06	OPERATOR W/MINI - EXCAVATOR	5	Hours	1	5	\$18.00	\$90.00			\$75.00	\$375.00	
1.07	PIPE LAYER	5	Hours	1	5	\$15.00	\$75.00				\$0.00	
1.08	SKILLED LABOR W/TRENCH ROLLER	5	Hours	1	5	\$12.00	\$60.00			\$35.00	\$175.00	
1.09	FERGUSON MATERIALS	1	LS					\$514.04	\$514.04			
1.1	#57 STONE	5	Ton					\$12.00	\$60.00			
1.11	ROOF PENETRATION MATERIALS	1	LS					\$95.00	\$95.00			
1.12												
1.13												
1.14												
1.15												
1.16												
1.17												
1.18												
1.19												
1.2												
1.21												
1.22												
1.23												
1.24												
1.25												
1.26												
1.27												
1.28												
1.29												
1.3												
1.31												
1.32												
1.33												
1.34												
1.35												
1.36												
1.37												
1.38												
1.39												
1.4												
1.41												
1.42	Subtotal from Estimate Continuation Sheets				0		\$ -		\$ -		\$ -	
	Subtotal (S/T) Direct Cost:						\$ 400.00	Subtotal Mat'l	\$ 689.04	Subtotal Equip	\$ 625.00	
	Taxes / Insurance						\$ -		\$ -		\$ -	
	Total Direct Costs						\$ 400.00	Total Mat'l	\$ 689.04	Total Equip	\$ 625.00	



PLAN
SCALE: 1/4" = 1'-0"



SECTION A-A
SCALE: 1/4" = 1'-0"



SECTION B-B
SCALE: 1/4" = 1'-0"



SECTION C-C
SCALE: 1/4" = 1'-0"



SECTION D-D
SCALE: 1/4" = 1'-0"

NO.	DATE	BY
1	01-23-13	BMJ

ADDENDUM 1 DATED 12/7/2012
WINDUPTAKE/STAIRWAY



FEI-RALEIGH, NC WW #1856
 209 INTERNATIONAL DRIVE
 MORRISVILLE, NC 27560-8411

Deliver To: jake.lane@ferguson.com
 From: Jake Lane
 Comments:

08:37:13 MAY 05 2014

FERGUSON WATERWORKS #1856

Price Quotation
 Phone : 919-465-7446
 Fax : 919-465-7483

Page # 1

Bid No.....: B482891

Bid Date....: 05/05/14

Quoted By.: JSL

Cust 989-356-4411

Terms.....: NET 10TH PROX

Customer: DEVERE CONSTRUCTION CO INC
 HENDERSON WATER RECLAIM
 1030 DEVERE DRIVE
 ALPENA, MI 49707

Ship To: DEVERE CONSTRUCTION CO INC
 HENDERSON WATER RECLAIM
 1030 DEVERE DRIVE
 ALPENA, MI 49707

Cust PO#...:

Job Name: HENDERSON WATER RECLAIM

Item	Description	Quantity	Net Price	UM	Total
F202B1320IP7	12X2 IP DBL STRP BRS SDL	1	214.120	EA	214.12
GBRNKU	LF 2X6 BRS NIP GBL	1	23.590	EA	23.59
PFXT300K	LF 2 BRS 200# IPS NRS GATE VLV	1	41.910	EA	41.91
FC8477GNL	LF 2 MIP X CTS GRIP COMP COUP	1	78.900	EA	78.90
A42200100B	2X100 CTS SDR9 200# NSF BLK	100	1.530	FT	153.00
FINSERT55	2 CTS PET INS STFNR	1	2.520	EA	2.52

Net Total: \$514.04
Tax: \$34.70
Freight: \$0.00
Total: \$548.74

Quoted prices are based upon receipt of the total quantity for immediate shipment (48 hours). SHIPMENTS BEYOND 48 HOURS SHALL BE AT THE PRICE IN EFFECT AT TIME OF SHIPMENT UNLESS NOTED OTHERWISE. Seller not responsible for delays, lack of product or increase of pricing due to causes beyond our control, and/or based upon Local, State and Federal laws governing type of products that can be sold or put into commerce. This quote is offered contingent upon the buyer's acceptance of Seller's terms and conditions, which are incorporated by reference and found either following this document, or on the web at http://wolselley.com/terms_conditionsSale.html. Govt Buyers: All items are open market unless noted otherwise.

LEAD LAW WARNING: It is illegal to install products that are not "lead free" in accordance with US Federal or other applicable law in potable water systems anticipated for human consumption. Products with "NP" in the description are NOT lead free and can only be installed in non-potable applications. Buyer is solely responsible for product selection.



October 10, 2014

McGuill Associated, PA
Attention: M. Jason Beard, Construction Administrator
1240 19th Street Lane NW
Hickory, NC 28601

RE: Henderson Water Reclamation Facility Improvements
SRF Project No. CS370410-06
City of Henderson, North Carolina

Subject: Delays due to Abnormal Weather Condition in August 2014.

Dear Mr. Beard,

In accordance with the Project Standard General Conditions of the Construction Contract, Article 12.03 Delays, we are requesting additional time be added to the contract for Adverse Weather Conditions for the month of August 2014.

The following are dates the project received in excess of two-tenths inch (0.20") liquid measure.

- August 2, 2014 – Site Received 1.5" of Rain.
- August 9, 2014 – Site Received 4.0" of Rain.
- August 12, 2014 – Site Received 0.25" of Rain.
- August 18, 2014 – Site Received 0.25" of Rain.

The following are dates considered to be "dry out" or "mud days" where site activities were shut down due to wet conditions.

- August 3, 2014 – Site too wet.
- August 10, 2014 – Site too wet.
- August 13, 2014 – Site too wet.
- August 19, 2014 – Site too wet.

In conclusion, the Monthly contract Allowance (MCA) in days for the month of August, is five (5) Days. There were a total of eight (8) adverse weather day delays during this month. Therefore we are requesting an additional three (3) days be added to the current contract time.

For any questions concerning the above documentation please contact me.

Sincerely,
DeVere Construction Co., Inc.

Timothy A. Meyer
Project Manager

CC: Les Basnight – Vice President
Tom Bennett – Vice President Project Development
Jana Shupert – Contract Administrator
Project File 13123

NORTH CAROLINA OFFICE

P.O. Box 90578 ■ Raleigh, NC 27675 ■ phone 919-363-6551 ■ fax 919-363-6575 ■ www.deverecc.us
110 Fortune Way ■ Raleigh, NC 27617 ■ AN EQUAL OPPORTUNITY EMPLOYER

INSPECTION RECORD
FOR ACTIVITIES UNDER STORMWATER GENERAL PERMIT NCC010000 *

(12/29/09)

PROJECT: Henderson WRF MONITORING FOR THE WEEK BEGINNING: 7/28/14

RAINFALL: A rain gauge shall be maintained onsite and a record of the daily rainfall amounts shall be kept.

Day or Date:	7/28	7/29	7/30	7/31	8/1	8/2	8/3
Rainfall Amount (inches):	0	0	0.5	0		1.5	
Initials:	RR	RR	RR	RR		RR	

ASSESSMENT OF CONTROL MEASURES: All control measures must be inspected at least once per seven calendar days and within 24 hours after any storm event of greater than 0.5 inches of rain per 24 hour period.

Measure Identification (i.e., silt fence, sediment pond, sediment trap, ground cover)	Date of Inspection	Initials of Inspector	Operating Property (Y/N)	Corrective Actions Taken	Date Corrective Action Taken
Stormwater Basin 1	7/31	RR	Y	N/A	
Stormwater Basin 2	7/31	RR	Y		
Silt Faced	7/31	RR	Y		
Tailt Protection	7/31	RR	Y		

STORMWATER DISCHARGE OUTFALLS: All stormwater discharge outfalls must be inspected at least once per seven calendar days and within 24 hours after any storm event of greater than 0.5 inches of rain per 24 hour period.

Stormwater Discharge Outfall Identification	Date of Inspection	Initials of Inspector	Is Erosion Seen Near Outfall? (Y/N)	Describe evidence of other pollutants discharging from the site such as oil slicks, discoloration, cement wastes, sanitary waste, fertilizers, or fuel or material storage leakage.
Stormwater 1	7/31	RR	N	N/A
Stormwater 2	7/31	RR	N	
Tailt Protection	7/31	RR	N	

VISIBLE SEDIMENTATION AND/OR STREAM TURBIDITY: Record corrective actions taken in "ASSESSMENT OF CONTROL MEASURES" above.

- Is there any visible sediment deposited in a stream, wetland or buffer? Yes No Date(s) _____ DWQ contacted? _____
 - Is there any visible sediment deposited on adjacent property(ies)? Yes No Date(s) _____
 - Is there any visible decrease in stream clarity (increased turbidity/cloudy) because of a discharge? Yes No Date(s) _____
- Has all land disturbing activity been completed? (Y/N) _____ Has the final permanent ground cover been completed & established? (Y/N) _____

By this signature, I certify, in accordance with Part H Sec. B(10) of the NCC010000 permit, that this report is accurate and complete to the best of my knowledge.

Signature of Permittee or Designee: Jim Lynch Date: 8/1/14

* For a digital copy of this form and other information about the Construction General Permit, see: <http://www.ncc.gov/permits/construction.htm>

INSPECTION RECORD
 FOR ACTIVITIES UNDER STORMWATER GENERAL PERMIT NCG010000 *

(12/29/99)

PROJECT: Henderson WRE MONITORING FOR THE WEEK BEGINNING: 8/21/14

RAINFALL: A rain gauge shall be maintained onsite and a record of the daily rainfall amounts shall be kept.

Day or Date:	8/14	8/15	8/16	8/17	8/18	8/19	8/20
Rainfall Amount (inches):	0						
Initials:	RL						

ASSESSMENT OF CONTROL MEASURES: All control measures must be inspected at least once per seven calendar days and within 24 hours after any storm event of greater than 0.5 inches of rain per 24 hour period.

Measure Identification (i.e., silt fence, sediment pond, sediment trap, riprap cover)	Date of inspection	Initials of Inspector	Operating Property (Y/N)	Corrective Actions Taken	Date Corrective Action Taken
Silt fence 1	8/14	RL	Y	- Fixed silt fence where it was broken pushed over	8/14/14
Silt fence 2	8/14	RL	N	- Damaged silt fence in silt pond and part of silt fence in stream	8/14/14
Silt fence	8/14	RL	N		
Ticket Protection	8/14	RL	Y		
Comp. Entrance	8/14	RL	Y		

STORMWATER DISCHARGE OUTFALLS: All stormwater discharge outfalls must be inspected at least once per seven calendar days and within 24 hours after any storm event of greater than 0.5 inches of rain per 24 hour period.

Stormwater Discharge Outfall Identification	Date of inspection	Initials of Inspector	Is Erosion Seen Near Outfall? (Y/N)	Describe evidence of other pollutants discharging from the site such as oil, grease, discoloration, cement wastes, sanitary waste, fertilizers, or fuel or material storage leakage.
Silt fence 1	8/14	RL	N	N/A
Silt fence 2	8/14	RL	N	
Inlets	8/14	RL	N	

VISIBLE SEDIMENTATION AND/OR STREAM TURBIDITY: Record corrective actions taken in "ASSESSMENT OF CONTROL MEASURES" above.

- Is there any visible sediment deposited in a stream, wetland or buffer? Yes No Date(s) _____ DVIQ contacted? _____
- Is there any visible sediment deposited on adjacent property(ies)? Yes No Date(s) _____
- Is there any visible decrease in stream clarity (increased turbidity/cloudy) because of a discharge? Yes No Date(s) _____
- Has all land disturbing activity been completed? (Y/N) _____ Has the final permanent ground cover been completed & established? (Y/N) _____

By this signature, I certify, in accordance with Part II Sec. B(10) of the NCG010000 permit, that this report is accurate and complete to the best of my knowledge.

Signature of Permittee or Designer: Ann Reynolds Date: 8/14/14

* For a digital copy of this form and other information about the Construction General Permit, see: <http://www.nrcm.nc.gov>

INSPECTION RECORD
 FOR ACTIVITIES UNDER STORMWATER GENERAL PERMIT NCG010000 * (1/2/2009)

PROJECT: Henderson WRE MONITORING FOR THE WEEK BEGINNING: 8/11/14

Day or Date:	8/11/14	8/12	8/13	8/14	8/15	8/16	8/17
Rainfall Amount (inches):	RR	RR	RR	RR	RR	RR	RR
Initials:	RR	RR	RR	RR	RR	RR	RR

ASSESSMENT OF CONTROL MEASURES: All control measures must be inspected at least once per seven calendar days and within 24 hours after any storm event of greater than 0.5 inches of rain per 24 hour period.

Measure Identification (i.e., silt fence, sediment pond, sediment trap, ground cover)	Date of inspection	Initials of Inspector	Opening Property (Y/N)	Corrective Actions Taken	Date Corrective Action Taken
Skimmer 1	8/11/14	RR	Y	N/A	
Skimmer 2	8/11/14	RR	Y	N/A	
Silt Fence	8/11/14	RR	Y		
Toilet Protection	8/11/14	RR	Y		

STORMWATER DISCHARGE OUTFALLS: All stormwater discharge outfalls must be inspected at least once per seven calendar days and within 24 hours after any storm event of greater than 0.5 inches of rain per 24 hour period.

Stormwater Discharge Outfall Identification	Date of Inspection	Initials of Inspector	Is Erosion Seen Near Outfall? (Y/N)	Describe evidence of other pollutants discharging from the site such as oil, grease, discoloration, cement wastes, sanitary waste, fertilizers, or fuel or material storage leakage.
Skimmer 1	8/11/14	RR	N	N/A
Skimmer 2	8/11/14	RR	N	N/A
Fault Rob	8/11/14	RR	N	

VISIBLE SEDIMENTATION AND/OR STREAM TURBIDITY: Record corrective actions taken in "ASSESSMENT OF CONTROL MEASURES" above.

- Is there any visible sediment deposited in a stream, wetland or buffer? Yes No Date(s) _____ DWQ contacted? _____
- Is there any visible sediment deposited on adjacent property(ies)? Yes No Date(s) _____
- Is there any visible decrease in stream clarity (increased turbidity/cloudy) because of a discharge? Yes No Date(s) _____

Has all land disturbing activity been completed? (Y/N) _____ Has the final permanent ground cover been completed & established? (Y/N) _____

By this signature, I certify, in accordance with Part II Sec. B(10) of the NCG010000 permit, that this report is accurate and complete to the best of my knowledge.

Signature of Permittee or Designer: [Signature] Date: 8/11/14

* For a digital copy of this form and other information about the Construction General Permit, see: <http://www.nrcs.gov/ncgpa/010000.asp>

INSPECTION RECORD
FOR ACTIVITIES UNDER STORMWATER GENERAL PERMIT NCG010000 *

(12/29/99)

PROJECT: Henderson WRE MONITORING FOR THE WEEK BEGINNING: 8/18/14

RAINFALL: A rain gauge shall be maintained onsite and a record of the daily rainfall amounts shall be kept.

Day or Date:	8/18	8/19	8/20	8/21	8/22	8/23	8/24
Rainfall Amount (inches):	.75	0	0	0	0	0	0
Inlets:	RR	RR	RR	RR	RR	RR	RR

ASSESSMENT OF CONTROL MEASURES: All control measures must be inspected at least once per seven calendar days and within 24 hours after any storm event of greater than 0.5 inches of rain per 24 hour period.

Measure Identification (i.e., silt fence, sediment pond, sediment trap, ground cover)	Date of Inspection	Initials of Inspector	Operating Property (Y/N)	Corrective Actions Taken	Date Corrective Action Taken
Skimmer Basin 1	8/19	RR	Y	Fixed Cor Making in Skimmer 2	8/5
Skimmer Basin 2	8/19	RR	Y		
Tank Protection	8/19	RR	Y		
Silt Fence	8/19	RR	Y		

STORMWATER DISCHARGE OUTFALLS: All stormwater discharge outfalls must be inspected at least once per seven calendar days and within 24 hours after any storm event of greater than 0.5 inches of rain per 24 hour period.

Stormwater Discharge Outfall Identification	Date of Inspection	Initials of Inspector	Is Erosion Seen Near Outfall? (Y/N)	Describe evidence of other pollutants discharging from the site such as oil slicks, discoloration, cement wastes, sanitary waste, fertilizers, or fuel or material storage leakage.
Skimmer 1	8/19	RR	N	
Skimmer 2	8/17	RR	N	N/A
Toilet Pail	8/19	RR	N	

VISIBLE SEDIMENTATION AND/OR STREAM TURBIDITY: Record corrective actions taken in "ASSESSMENT OF CONTROL MEASURES" above.

- Is there any visible sediment deposited in a stream, wetland or buffer? Yes No Date(s) _____ DWQ contacted? _____
- Is there any visible sediment deposited on adjacent property(ies)? Yes No Date(s) _____
- Is there any visible decrease in stream clarity (increased turbidity/cloudy) because of a discharge? Yes No Date(s) _____

Has all land disturbing activity been completed? (Y/N) _____ Has the final permanent ground cover been completed & established? (Y/N) _____

By this signature, I certify, in accordance with Part II Sec. B(10) of the NCG010000 permit, that this report is accurate and complete to the best of my knowledge.

Signature of Permittee or Designer: Hyun Park Date: 8/25/14

* For a digital copy of this form and other information about the Construction General Permit, see: <http://www.nc.gov/development/construction>

INSPECTION RECORD
FOR ACTIVITIES UNDER STORMWATER GENERAL PERMIT NCG010000 *

(1/2/2009)

PROJECT: Henderson WRF MONITORING FOR THE WEEK BEGINNING: 8/25/14

RAINFALL: A rain gauge shall be maintained onsite and a record of the daily rainfall amounts shall be kept.

Day or Date:	8/25	8/26	8/27	8/28	8/29
Rainfall Amount (inches):	0	0	0	0	0
Initials:	RR	RR	RR	RR	RR

ASSESSMENT OR CONTROL MEASURES: All control measures must be inspected at least once per seven calendar days and within 24 hours after any storm event of greater than 0.5 inches of rain per 24 hour period.

Measure Identification (i.e., silt fence, sediment pond, sediment trap, ground cover)	Date of Inspection	Initials of Inspector	Opening Property (Y/N)	Corrective Actions Taken	Date Corrective Action Taken
Skimmer Basin 1	8/25	RR	Y	N/A	
Skimmer Basin 2	8/25	RR	Y	N/A	
Inlet Protection	8/25	RR	Y		
Silt Fence	8/25	RR	Y		

STORMWATER DISCHARGE OUTFALLS: All stormwater discharge outfalls must be inspected at least once per seven calendar days and within 24 hours after any storm event of greater than 0.5 inches of rain per 24 hour period.

Stormwater Discharge Outfall Identification	Date of Inspection	Initials of Inspector	Is Erosion Seen Near Outfall? (Y/N)	Describe evidence of other pollutants discharging from the site such as oil, silt, discoloration, cement wastes, sanitary wastes, fertilizers, or feed or material storage leakage.
Skimmer 1	8/25	RR	N	N/A
Skimmer 2	8/25	RR	N	N/A
Inlet Protection	8/25	RR	N	

VISIBLE SEDIMENTATION AND/OR STREAM TURBIDITY: Record corrective actions taken in "ASSESSMENT OR CONTROL MEASURES" above.

- Is there any visible sediment deposited in a stream, wetland or buffer? Yes No Date(s) _____ DWQ contacted? _____
- Is there any visible sediment deposited on adjacent property(ies)? Yes No Date(s) _____
- Is there any visible decrease in stream clarity (increased turbidity-cloudy) because of a discharge? Yes No Date(s) _____
- Has all land disturbing activity been completed? (Y/N) _____ Has the final permanent ground cover been completed & established? (Y/N) _____

By this signature, I certify, in accordance with Part II Sec. B(10) of the NCG010000 permit, that this report is accurate and complete to the best of my knowledge.

Signature of Permittee or Designer: [Signature] Date: 8/29/14

* For a digital copy of this form and other information about the Construction General Permit, see: <http://permit.ncep.fl.gov/sgp/sgp-stormwater.html>

October 10, 2014

McGuill Associated, PA
Attention: M. Jason Beard, Construction Administrator
1240 19th Street Lane NW
Hickory, NC 28601

RE: Henderson Water Reclamation Facility Improvements
SRF Project No. CS370410-06
City of Henderson, North Carolina

Subject: Delays due to Abnormal Weather Condition for the Month of September 2014.

Dear Mr. Beard,

In accordance with the Project Standard General Conditions of the Construction Contract, Article 12.03 Delays, we are requesting additional time be added to the contract for Adverse Weather Conditions for the month of September 2014.

The following are dates the project received in excess of two-tenths inch (0.20") liquid measure.

- September 4, 2014 – Site received 0.80" of Rain.
- September 8, 2014 – Site received 1.20" of Rain.
- September 9, 2014 – Site received 0.80" of Rain.
- September 24, 2014 – Site received 1.5" of Rain.
- September 29, 2014 – Site received 0.50" of Rain.

The following are dates considered to be "dry out" or "mud days" where site activities were shut down due to wet conditions.

- September 5, 2014 – Site too wet.
- September 9, 2014 – Site too wet.
- September 10, 2014 – Site too wet.
- September 25, 2014 – Site too wet.
- September 30, 2014 – Site too wet.

In conclusion, the Monthly contract Allowance (MCA) in days for the month of September is six (6) Days. There were a total of ten (10) adverse weather day delays during this month. Therefore we request an additional four (4) days be added to the current contract time.

For any questions concerning the above documentation please contact me.

Sincerely,
DeVere Construction Co., Inc.

Timothy A. Meyer
Project Manager

CC: Les Basnight – Vice President
Tom Bennett – Vice President Project Development
Jana Shupert – Contract Administrator
Project File 13123

NORTH CAROLINA OFFICE

P.O. Box 90578 ■ Raleigh, NC 27675 ■ phone 919-363-6551 ■ fax 919-363-6575 ■ www.deverecc.us
110 Fortune Way ■ Raleigh, NC 27617 ■ AN EQUAL OPPORTUNITY EMPLOYER

INSPECTION RECORD
 FOR ACTIVITIES UNDER STORMWATER GENERAL PERMIT NCG01000 *

PROJECT: Henderson WRF MONITORING FOR THE WEEK BEGINNING: 9/1/14

RAINFALL: A rain gauge shall be maintained onsite and a record of the daily rainfall amounts shall be kept.

Day or Date	9/1	9/2	9/3	9/4	9/5
Rainfall Amount (inches):	0	0	0	0.8	0
Initials:	RR	RR	RR	RR	RR

ASSESSMENT OF CONTROL MEASURES: All control measures must be inspected at least once per seven calendar days and within 24 hours after any storm event of greater than 0.5 inches of rain per 24 hour period.

Measure Identification (i.e., silt fence, sediment pond, sediment trap, ground cover)	Date of inspection	Initials of Inspector	Operating Property (Y/N)	Corrective Actions Taken	Date Corrective Action Taken
Scrimmer 1	9/1-9/4	RR	Y	Clean	9/5
Scrimmer 2	9/1-9/4	RR	Y	Overrun	9/5
Tablet Protection	9/1-9/5	RR	Y		
Silt Fence	9/1-9/5	RR	Y		

STORMWATER DISCHARGE OUTFALLS: All stormwater discharge outfalls must be inspected at least once per seven calendar days and within 24 hours after any storm event of greater than 0.5 inches of rain per 24 hour period.

Stormwater Discharge Outfall Identification	Date of inspection	Initials of Inspector	Is Erosion Seen Near Outfall? (Y/N)	Describe evidence of other pollutants discharging from the site such as silt, discoloration, cement wastes, sanitary waste, tires, or fluid or material storage leakage.
Scrimmer 1	9/5	RR	N	N/A
Scrimmer 2	9/5	RR	N	N/A
Tablet Protection	9/5	RR	N	N/A

- VISIBLE SEDIMENTATION AND/OR STREAM TURBIDITY: Record corrective actions taken in "ASSESSMENT OF CONTROL MEASURES" above.
- Is there any visible sediment deposited in a stream, wetland or buffer? Yes No Date(s) _____ DWQ contacted?
 - Is there any visible sediment deposited on adjacent property(ies)? Yes No Date(s) _____
 - Is there any visible decrease in stream clarity (increased turbidity/cloudy) because of a discharge? Yes No Date(s) _____
 - Has all land disturbing activity been completed? (Y/N) Has the final permanent ground cover been completed & established? (Y/N)

By this signature, I certify, in accordance with Part II Sec. B(1)(b) of the NCG01000 permit, that this report is accurate and completed to the best of my knowledge.

Signature of Permittee or Designer: John Brynjack Date: 9/5/14

* For a digital copy of this form and other information about the Construction General Permit, see: <http://ncdwr.com/permits/construction>

INSPECTION RECORD
 FOR ACTIVITIES UNDER STORMWATER GENERAL PERMIT NCG010000 *

PROJECT: Henderson WRF MONITORING FOR THE WEEK BEGINNING: 9/21/14 (12/29/09)

RAINFALL: A rain gauge shall be maintained onsite and a record of the daily rainfall amounts shall be kept.

Day or Date:	9/9	9/10	9/11	9/12	9/13
Rainfall Amount (inches):	1.2"	0	0	0	0
Initials:	RR	RR	RR	RR	RR

ASSESSMENT OF CONTROL MEASURES: All control measures must be inspected at least once per seven calendar days and within 24 hours after any storm event of greater than 0.5 inches of rain per 24 hour period.

Measure Identification (i.e., silt fence, sediment pond, sediment trap, ground cover)	Date of inspection	Initials of Inspector	Operating Property (Y/N)	Corrective Actions Taken	Date Corrective Action Taken
Silt fence 1	9/10	RR	Y	Clean Silt Fence + Diversion Ditch	9/13
Silt fence 2	9/10	RR	Y		
Inlet Protection	9/10	RR	Y		
Silt Fence	9/10	RR	Y		

STORMWATER DISCHARGE OUTFALLS: All stormwater discharge outfalls must be inspected at least once per seven calendar days and within 24 hours after any storm event of greater than 0.5 inches of rain per 24 hour period.

Stormwater Discharge Outfall Identification	Date of Inspection	Initials of Inspector	Is Erosion Seen Near Outfall? (Y/N)	Describe evidence of other pollutants discharging from the site such as oil, grease, discoloration, cement residues, sanitary waste, fertilizers, or fuel or material storage leakage.
Silt fence 1	9/10	RR	N	NA
Silt fence 2	9/10	RR	N	
Inlet Protection	9/10	RR	N	

VISIBLE SEDIMENTATION AND/OR STREAM TURBIDITY: Record corrective actions taken in "ASSESSMENT OF CONTROL MEASURES" above.

- Is there any visible sediment deposited in a stream, wetland or buffer? Yes No Date(s) _____ DWQ contacted?
- Is there any visible sediment deposited on adjacent property(ies)? Yes No Date(s) _____
- Is there any visible decrease in stream clarity (increased turbidity/cloudy) because of a discharge? Yes No Date(s) _____

Has all land disturbing activity been completed? (Y/N) _____ Has the final permanent ground cover been completed & established? (Y/N) _____

By this signature, I certify, in accordance with Part II Sec. B(10) of the NCG010000 permit, that this report is accurate and complete to the best of my knowledge.

Signature of Permittee or Designee: Mrs. Bryant Date: 9/13/14

* For a digital copy of this form and other information about the Construction General Permit, see: <http://dnr.nc.gov/ncdnp/construction>

INSPECTION RECORD
 FOR ACTIVITIES UNDER STORMWATER GENERAL PERMIT NCG01000 *

PROJECT: HENDERSON WRE MONITORING FOR THE WEEK BEGINNING: 9/15/14 (1229299)

RAINFALL: A rain gauge shall be maintained onsite and a record of the daily rainfall amounts shall be kept.

Day or Date	9/15	9/16	9/17	9/18	9/19	9/20
Rainfall Amount (inches):	0	0	0	0	0	0
Inches:	RR	RR	RR	RR	RR	RR

ASSESSMENT OF CONTROL MEASURES: All control measures must be inspected at least once per seven calendar days and within 24 hours after any storm event of greater than 0.5 inches of rain per 24 hour period.

Measure Identification (i.e., silt fence, sediment pond, sediment trap, ground cover)	Date of inspection	Initials of Inspector	Operating Properly (Y/N)	Corrective Actions Taken	Date Corrective Action Taken
Sediment 1	9/15	RR	Y	N/A	
Sediment 2	9/15	RR	Y		
Silt Fence	9/15	RR	Y		

STORMWATER DISCHARGE OUTFALLS: All stormwater discharge outfalls must be inspected at least once per seven calendar days and within 24 hours after any storm event of greater than 0.5 inches of rain per 24 hour period.

Stormwater Discharge Outfall Identification	Date of Inspection	Initials of Inspector	Is Erosion Seen Near Outfall? (Y/N)	Describe evidence of other pollutants discharging from the site, such as oil, grease, discoloration, cement wastes, sanitary waste, fertilizers, or fuel or material storage leakage.
Sediment 1	9/15	RR	N	N/A
Sediment 2	9/15	RR	N	
Silt Fence	9/15	RR	N	

VISIBLE SEDIMENTATION AND/OR STREAM TURBIDITY: Record corrective actions taken in "ASSESSMENT OF CONTROL MEASURES" above.

- o Is there any visible sediment deposited in a stream, wetland or buffer? Yes No Dates) _____ DWQ contacted? _____
- o Is there any visible sediment deposited on adjacent property(ies)? Yes No Date (s) _____
- o Is there any visible turbidity (increased turbidity-cloudy) because of a discharge? Yes No Date(s) _____
- o Has all land disturbing activity been completed? (Y/N) _____ Has the final permanent ground cover been completed & established? (Y/N) _____

By this signature, I certify, in accordance with Part II Sec. B(10) of the NCG01000 permit, that this report is accurate and complete to the best of my knowledge.

Signature of Permittee or Designer: Ryan Bennett Date: 9/20/14

* For a digital copy of this form and other information about the Construction General Permit, see: <http://www.nrcog.org/development/development>

INSPECTION RECORD
 FOR ACTIVITIES UNDER STORMWATER GENERAL PERMIT NCG010000* (12/29/09)

PROJECT: Harderson WRC MONITORING FOR THE WEEK BEGINNING: 9/22/14

RAINFALL: A rain gauge shall be maintained onsite and a record of the daily rainfall amounts shall be kept.

Rainfall Amount (inches):	Day or Date:	9/22	9/23	9/24	9/25	9/26	9/27	9/28
Initials:		RR	RR	RR	RR	RR	RR	RR

ASSESSMENT OR CONTROL MEASURES: All control measures must be inspected at least once per seven calendar days and within 24 hours after any storm event of greater than 0.5 inches of rain per 24 hour period.

Measure Identification (i.e., silt fence, sediment pond, sediment trap, ground cover)	Date of Inspection	Initials of Inspector	Operating Property (Y/N)	Corrective Actions Taken	Date Corrective Action Taken
Skimmer 1	9/25	RR	Y	Extended Silt Protection	9/26/14
Skimmer 2	9/25	RR	Y		
Tailt Protection	9/25	RR	Y		
Silt Fence	9/25	RR	Y		

STORMWATER DISCHARGE OUTFALLS: All stormwater discharge outfalls must be inspected at least once per seven calendar days and within 24 hours after any storm event of greater than 0.5 inches of rain per 24 hour period.

Stormwater Discharge Outfall Identification	Date of Inspection	Initials of Inspector	Is Erosion Seen Near Outfall? (Y/N)	Describe evidence of other pollutants discharging from the site such as oil, silt, discoloration, cement wastes, sanitary waste, fertilizers, or fuel or material storage leakage.
Skimmer 1	9/25	RR	N	
Skimmer 2	9/25	RR	N	
Tailt 2	9/25	RR	N	

VISIBLE SEDIMENTATION AND/OR STREAM TURBIDITY: Record corrective actions taken in "ASSESSMENT OR CONTROL MEASURES" above.

- Is there any visible sediment deposited in a stream, wetland or buffer? Yes No Date(s) _____ DWQ contacted? _____
 - Is there any visible sediment deposited on adjacent property(ies)? Yes No Date (s) _____
 - Is there any visible decrease in stream clarity (increased turbidity/cloudy) because of a discharge? Yes No Date(s) _____
- Has all land disturbing activity been completed? (Y/N) _____ Has the final permanent ground cover been completed & established? (Y/N) _____

By this signature, I certify, in accordance with Part II Sec. B(10) of the NCG010000 permit, that this report is accurate and complete to the best of my knowledge.

Signature of Permittee or Designer: Mr. Bryant Date: 9/28/14

* For a digital copy of this form and other information about the Construction General Permit, see: <http://portal.nrcm.org/links/standards.nrcm.nrcm>

INSPECTION RECORD
 FOR ACTIVITIES UNDER STORMWATER GENERAL PERMIT NCGD10060 *

PROJECT: Henderson WRF MONITORING FOR THE WEEK BEGINNING: 9/29/14

RAINFALL: A rain gauge shall be maintained onsite and a record of the daily rainfall amounts shall be kept.

Day or Date:	9/29	9/30	10/1	10/2	10/3	10/4	10/5
Rainfall Amount (inches):	1.5	0	0	0	0	0	0
Initials:	RR	RR	RR	RR	RR	RR	RR

ASSESSMENT OF CONTROL MEASURES: All control measures must be inspected at least once per seven calendar days and within 24 hours after any storm event of greater than 0.5 inches of rain per 24 hour period.

Measure Identification (i.e., silt fence, sediment pond, skimmer, etc.)	Date of inspection	Initials of Inspector	Operating Property (Y/N)	Corrective Actions Taken	Date Corrective Action Taken
Skimmer 1	9/29	RR	Y	N/A	
Skimmer 2	9/29	RR	Y		
Toilet Protection	9/29	RR	Y		
Silt Fence	9/29	RR	Y		

STORMWATER DISCHARGE OUTFALLS: All stormwater discharge outfalls must be inspected at least once per seven calendar days and within 24 hours after any storm event of greater than 0.5 inches of rain per 24 hour period.

Stormwater Discharge Outfall Identification	Date of Inspection	Initials of Inspector	Is Erosion Seen Near Outfall? (Y/N)	Describe evidence of other pollutants discharging from the site such as oil, grease, discoloration, cement wastes, sanitary waste, forklifts, or fuel or industrial storage leakage.
Skimmer 1	9/29	RR	N	N/A
Skimmer 2	9/29	RR	N	
Toilets	9/29	RR	N	

VISIBLE SEDIMENTATION AND/OR STREAM TURBIDITY: Record corrective actions taken in "ASSESSMENT OF CONTROL MEASURES" above.

- Is there any visible sediment deposited in a stream, wetland or buffer? Yes No Date(s) _____ DWQ contacted? _____
 - Is there any visible sediment deposited on adjacent property(ies)? Yes No Date (s) _____
 - Is there any visible decrease in stream clarity (increased turbidity-cloudy) because of a discharge? Yes No Date(s) _____
- Has all land disturbing activity been completed? (Y/N) _____ Has the final permanent ground cover been completed & established? (Y/N) _____

By this signature, I certify, in accordance with Part II Sec. B(10) of the NCGS(10600) permit, that this report is accurate and complete to the best of my knowledge.

Signature of Permittee or Designer: Ann Bryant Date: 10/5/14

* For a digital copy of this form and other information about the Construction General Permit, see: <http://www.ncgdm.com>

ORDINANCE 14-49

FY 2014—2015 BUDGET AMENDMENT # 13 AMENDING THE CIP SEWER FUND FOR CHANGE-ORDER #5 TO THE WATER RECLAMATION FACILITY RENOVATION PROJECT

WHEREAS, the City Council of the City of Henderson on 11 June 2014 adopted the FY14-15 Annual Operating Budget; *and*

WHEREAS, the Council has created and uses a Capital Improvements Fund for active capital projects related to the Sewer Fund, said fund referred to as 44: CIP Sewer Fund; *and*

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

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

		Ordinance 14-49			
FUNDS: 44: CIP SEWER		FY 14-15 Budget Amendment #13			
PROJECT: Water Reclamation Facility Renovation		Budget Amendment #10 to this Capital/Grant Project			
Project Budget Created on 11 Apr 11		Approved	Current	Amendment	Revised
REVENUES		11-Apr-11	Budget		
State CWMTF Grant	44-847-458161	\$ -	\$ 600,000	\$ -	\$ 600,000
State Revolving Loan	44-847-458221	\$ -	\$ 16,115,000	\$ -	\$ 16,115,000
State RFL Grant	44-847-458222	\$ -	\$ 1,000,000	\$ -	\$ 1,000,000
Trans fr: 70 CR Utilities	44-847-461070	\$ -	\$ 779,110	\$ -	\$ 779,110
Trans fr: 71 CR Utilities	44-847-461071	\$ 70,000	\$ -	\$ -	\$ -
Trans fr: 79 Rate Stabilization	44-847-461079	\$ -	\$ 103,360	\$ -	\$ 103,360
		\$ -	\$ -	\$ -	\$ -
	Total	\$ 70,000	\$ 18,597,470	\$ -	\$ 18,597,470
					\$ 18,597,470
EXPENDITURES		Approved	Current	Amendment	Revised
Phase 1		11-Apr-11	Budget		
Admin, Permitting and Legal Fees	44-847-461001	\$ -	\$ -	\$ -	\$ -
Legal/Administrative	44-847-510200	\$ 2,000	\$ 5,000	\$ -	\$ 5,000
Engineering Preliminary Engineering Report	44-847-510301	\$ 68,000	\$ 68,000	\$ -	\$ 68,000
Phase 2					
Engineering Design	44-847-223003	\$ -	\$ 843,125	\$ -	\$ 843,125
Engineering Permitting Administration	44-847-223004	\$ -	\$ 32,105	\$ -	\$ 32,105
Engineering Bidding & Award Phase	44-847-223005	\$ -	\$ 39,380	\$ -	\$ 39,380
Engineering Geotechnical	44-847-223006	\$ -	\$ 115,810	\$ -	\$ 115,810
Admin, Permitting and Legal Fees-design phase	44-847-461002	\$ -	\$ -	\$ -	\$ -
Phase 3					
Construction Admin & Inspection	44-847-223010	\$ -	\$ 500,000	\$ -	\$ 500,000
Capital Outlay Reserve--not yet awarded	44-847-499099	\$ -	\$ -	\$ -	\$ -
Land Acquisition	44-847-507100	\$ -	\$ 27,000	\$ -	\$ 27,000
Construction Costs	44-847-510400	\$ -	\$ 15,687,553	\$ 22,826	\$ 15,710,379
Contingencies & Other					
Closing Fee-grant and loan administration	44-847-670001	\$ -	\$ 367,300	\$ -	\$ 367,300
Transfer to Capital Reserve Utilities	44-847-561070	\$ -	\$ 379,110	\$ -	\$ 379,110
Contingency	44-847-999010	\$ -	\$ 438,087	\$ (22,826)	\$ 415,261
Engineering Contingency	44-847-999020	\$ -	\$ 95,000	\$ -	\$ 95,000
	Total	\$ 70,000	\$ 18,597,470	\$ -	\$ 18,597,470
					\$ 18,597,470
	Variance			\$ -	
Reference:		Notes:			
14 Feb 11: CAF 11-38; Res 11-12; MB 42, p.		Authorized application for grant/loan			
11 Apr 11: CAF 11-70; Res 11-44, Ord 11-29; MB42, p.		Approved PER work and established project ordinance: \$70,000			
10 Oct 11: CAF 11-134; MB42, p.		Mini-Brooks discussion			
26 Oct 11: CAF 11-A-134; Res 11-103; MB42, p.		Approved Mini-Brooks exemption			
14 Nov 11: CAF 11-B-134; Res 11-111; Ord 11-62; MB42, p.		First budget amendment to Project Ordinance: \$1,033,900			
28 Nov 11: CAF 11-C-134, Ord 11-62, MB42, p.		award of contract to McGill for engineering/design phase and establishing total project budget			
12 Dec 11: CAF 11-D-134, Ord 11-62, MB42, p.		Phase 1 was Preliminary Engineering & legal/admin: \$70,000 Phase 2 is design engineering, permitting, bidding and project contract award: \$1,044,610 Phase 3 is construction and is estimated at \$14,075,000			
25 June 12: CAF 12-75; Ord 12-42; BA# 53; MB42,p 492		Amend for decrease in estimated closing fees for grant and loan administration (23,190)			
26 Nov 12: CAF 12-115; Res 12-73; Ord 12-66; BA#12; MB42,p		Notification of approval of CWMTF grant: \$600,000. Transfer funds previously transferred in from Capital Reserve Utilities back to that fund.			
14 Jan 13: CAF 13-12; Res 13-09; Ord 13-08; BA#22		To amend the project budget for changes in post-bid estimates. The transfer side of Fund 79 was part of BA#10; therefore that side of the transaction is not being duplicated here. The project originally called for a transfer in from CR Utilities (Fund 70). After notification of the \$600,000 CWMTF Grant was received, the project budget was amended to revert those funds back to CR Utilities (\$379,110). After all bids and costs were received, it has been determined that \$400,000 of those funds are needed to complete the funding of this project, with the remaining \$103,360 to come from the Rate Stabilization Fund			
24 June 13: CAF 13-74; Res 13-51; Ord 13-37; BA#40		To amend the project budget for changes in post-bid estimates. ECS Carolinas, LLP performed the subsurface exploration and geotechnical engineering work and it is being recommended by McGill Associates that they perform the Construction Materials Testing Services. The estimated cost to perform this work is \$115,810 and the current budget is \$100,000. The additional cost is being budgeted from the Contingency line item.			
23 Sept 13: CAF 13-12-A; Res 13-09-A; Ord 13-08-A; BA#13		To amend the project budget for changes or proposed modifications to the engineering contract being recommended by McGill Associates. These changes include adding alternate #5 to the original contract price. The cost of alternate #5 in the original bid was \$33,000 and the contractor has agreed to honor the same price at this time. In addition to the cost for alternate #5, other costs as outlined in the letter are for unsuitable soils, telescoping valve adjustments and door closures, bringing the total amount of the proposed change order to \$55,709. The additional cost is being budgeted from the Contingency line item.			
27 Jan 14: CAF 14-13; Res 14-07; Ord 14-08; BA#24		To amend the project budget for change order #2 to the construction contract with Devere Construction Company. These changes were brought before Council during the work session on January 13, 2014. The costs associated with this change order total \$24,205. These additional costs are being budgeted from the Contingency line item.			
24 Mar 14: CAF 14-06; Res 14-17; Ord 14-26; BA#30		To amend the project budget for change order #3 to the construction contract with Devere Construction Company. These changes are being brought before Council during the work session on March 24, 2014. The costs associated with this change order total \$85,468. These additional costs are being budgeted from the Contingency line item.			
12 May 14: CAF 14-59; Ord 14-30; BA#34		To amend the project budget for corrections to FY 2013 BA #22 and to appropriate an additional amount for Admin/Legal Fees. The budget for Engineering Design was incorrectly eliminated when preparing BA #22 - this will restore that budget line.			
11 June 14: CAF 14-06-A; Res 14-17-A; Ord 14-26-A; BA#37		To amend the project budget for change order #4 to the construction contract with Devere Construction Company. These changes are being brought before Council during the regular meeting on June 9, 2014. The costs associated with this change order total \$10,559. These additional costs are being budgeted from the Contingency line item.			
27 Oct 14: CAF 14-109; Res 14-79; Ord 14-49; BA#13		To amend the project budget for change order #5 to the construction contract with Devere Construction Company. These changes are being brought before Council during the regular meeting on October 27, 2014. The costs associated with this change order total \$22,826. These additional costs are being budgeted from the Contingency line item.			
CG&L = Construction Grants & Loans from State of NC, DENR					

The foregoing Ordinance 14-49, 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 27th day of October 2014: YES: . NO: . ABSTAIN: . ABSENT: .

James D. O’Geary, Mayor

ATTEST:

Esther McCrackin, City Clerk

*Reference: Minute Book 42, p.**; CAF 14-109*

STATE OF NORTH CAROLINA - CITY OF HENDERSON

I, Esther 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 14-49 adopted by the Henderson, City Council in Regular Session on _____ 2014. This Ordinance is recorded in *Ordinance Book 8*, p.***.

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

Esther McCrackin
City Clerk
City of Henderson, North Carolina

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

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

City Council Action Form

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



Agenda Item: _____

Council Meeting: 27 Oct 14 Short Reg. Meeting

22 October 2014

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

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

RE: **CAF: 14-89**

Consideration of Approval of Resolution 14-51, Authorizing a Contract with Locklear, Locklear & Jacobs, in Assisting the City with a Grant Application in Conjunction with an EPA Brownfields Assessment Grant

Ladies and Gentlemen:

Council Goals Addressed By This Item:

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

Recommendation:

- Approval of Resolution 14-51, Authorizing a Contract with Locklear, Locklear & Jacobs, in Assisting the City with a Grant Application in Conjunction with an EPA Brownfields Assessment Grant

Executive Summary

Information was presented to City Council and staff relative to potential EPA grant funding, specifically a Brownfield Assessment Grant. It was felt that this could have potential benefits to the City in identifying various properties which may currently be undevelopable or the use is limited due to environmental concerns.

Due to existing city policy and possible EPA regulations relative to selecting engineering firms, an RFP was sent out and advertised requesting information from those who are interested in assisting the city in preparing a grant application for a Brownfield Assessment Grant. Two RFPs were received on 22 September 2014; one from Cardno and one from Locklear, Locklear and Jacobs, PLLC. Both firms exhibited competence, integrity, professionalism and success in securing grants for their perspective clients. However, based on the references and other information submitted, staff is recommending that Locklear, Locklear & Jacobs, PLLC be granted the opportunity to work with the City in preparing the grant application. There is no cost to the City for this service.

Enclosure:

1. Resolution 14-51

CAF 14-89: 27 October 2014 Council Meeting

Page 1 of 5

RESOLUTION 14-51

AUTHORIZING A CONTRACT WITH LOCKLEAR, LOCKLEAR & JACOBS, PLLC TO ASSIST THE CITY WITH AN APPLICATION IN CONJUNCTION WITH A BROWNFIELDS ASSESSMENT GRANT

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 5: Provide Reliable, Dependable Infrastructure. To provide reliable, dependable and environmentally compliant infrastructure systems; and KSO 8: Provide Financial Resourcing: To provide sufficient funds for municipal operations and capital outlay necessary to meet the needs of citizens, customers and mandates of regulatory authorities; and

WHEREAS, a Request For Proposal (RFP) was sent out and advertised soliciting firms interested in assisting the city in writing and securing an EPA Brownfields Assessment Grant; and

WHEREAS, proposals were received from two firms by the deadline of 22 September 2014; and

WHEREAS, proposals were reviewed and Locklear, Locklear & Jacobs, PLLC was selected based on the experience of the firm and references of past projects; and

WHEREAS, Locklear, Locklear & Jacobs, PLLC has agreed to assist the City in preparing a grant application at no cost to the City; and

WHEREAS, this contract does not obligate the City to utilize this firm for any other work; and

WHEREAS, any future contracts, in the event funding is secured, would be subject to City Council approval; and

WHEREAS, the deadline for the EPA Brownfields Assessment Grant Application is 15 December 2014; and

NOW THEREFORE BE IT RESOLVED, BY THE CITY COUNCIL OF THE CITY OF HENDERSON, that James D. O'Geary, Mayor, is authorized to enter into a contract with Locklear, Locklear & Jacobs, PLLC, being more fully articulated in **Attachment A** to this Resolution, in assisting the City in the preparation of a grant application relative to the Brownfields Assessment Grant

The foregoing Resolution 14-51, 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: None. ABSTAIN: None. ABSENT: None.

James D. O'Geary, Mayor

ATTEST:

Esther J. McCrackin, City Clerk

Approved to Legal Form:

D. Rix Edwards, City Attorney

CONTRACT FOR GRANT WRITING SERVICES

This AGREEMENT made this _____ day of October 2014, by and between the **City of Henderson (COH)**, with principal mailing address of PO Box 1434 Henderson, NC 27536, hereinafter called the “**OWNER**”, and **LOCKLEAR, LOCKLEAR & JACOBS, PLLC**, PO Box 3119 Pembroke, NC 28372, hereinafter called the “**ENGINEER**”.

WHEREAS, the OWNER intends to submit the **CITY OF HENDERSON BROWNFIELDS COMMUNITY-WIDE ASSESSMENT GRANT** hereinafter called “**BROWNFIELD**”, The OWNER has requested following services:

1. GRANT WRITING SERVICES

NOW, THEREFORE, the OWNER and ENGINEER, for the consideration hereinafter named, agree as follows:

GRANT WRITING SERVICES

The Engineer will provide OWNER with GRANT WRITING and lead in grant application preparation with input and review by the City. Included in this task is the collection of data required in the grant application, meeting with existing community groups, and assistance in the identification of potential properties or areas to be included in the application.

The grant writing services shall include, but is not limited to, the following:

1. Assistance in preparation of EPA Brownfield Assessment Grant.
2. Assistance in preparation of required support letters.
3. Assistance in the projection of number of Phase I and Phase II Environmental Site Assessments anticipated to be completed.
4. Entry of project-specific Information in the EPA Brownfields Assessment, Cleanup and Redevelopment Exchange System (ACRES) database.
5. Completion of EPA Brownfields Site-Specific Project Eligibility Determination Forms for grant submittal.

PAYMENT

The ENGINEER agrees to provide the services at no charge:

The fee for the above Scope shall be a **fixed amount** that is approximately ZERO DOLLARS **(\$0.00)**.

IN WITNESS HEREOF, the parties have executed this AGREEMENT, in duplicate, the day and the year first above written, which is the effective date of this AGREEMENT. Upon ENGINEER and OWNER signature, this document is APPROVED AS TO LEGAL FORM.

LOCKLEAR, LOCKLEAR & JACOBS, PLLC
(ENGINEER)



By: _____
Jonathan E. Locklear
Vice-President



Attest: _____
Robby Locklear
President

CITY OF HENDERSON
(OWNER)

By: _____
Ray Griffin, Jr.
City Manager

Attest: _____
D. Rix Edwards
City Attorney

City Council Action Form

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



Agenda Item: _____

Council Meeting: 27 Oct. 14 Short Reg. Meeting

30 September 2014

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

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

RE: CAF: 14-111

Consideration of Approval of Resolution 14-80, Authorizing the Execution of a Right of Way Agreement with the North Carolina Department of Transportation in Conjunction with the I-85 Improvement Project I-0914BA

Ladies and Gentlemen:

Council Retreat Goals Addressed By This Item:

- **KSO 5:** Provide Reliable, Dependable and Environmentally Compliant Infrastructure Systems.
- **CV 7:(Core Values)** Teamwork and Collaborative Efforts- We value teamwork and collaborative efforts with our fellow workers, stakeholders and partners

Recommendation:

- Approval of Resolution 14-80, Authorizing the Execution of a Right of Way Agreement with the North Carolina Department of Transportation in Conjunction with the I-85 Improvement Project I-0914BA.

Executive Summary:

The North Carolina Department of Transportation (NCDOT) is in the process of securing any necessary Right of Way and/or easements in conjunction with the I-85 project including bridge crossings. The City and County own a property adjacent to I-85/Andrews Avenue Right of Way and additional Right of Way is needed by the NCDOT to perform construction in this area. An appraisal was performed on the parcel(s) and the amount of the offer based on the appraisal is \$2,920, which would be split evenly between the City and the County.

Staff is recommending approval of the Right of Way agreement and it is also being considered by the Vance county commissioners at their board meeting in October.

Enclosure:

1. Resolution 14-80
2. Acquisition Map
3. Appraisal of Property

RESOLUTION 14-80

AUTHORIZING THE EXECUTION OF A RIGHT-OF-WAY AGREEMENT WITH THE NORTH CAROLINA DEPARTMENT OF TRANSPORTATION IN CONJUNCTION WITH THE I-85 IMPROVEMENT PROJECT I-9014BA

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

WHEREAS, this Resolution addresses one Key Strategic Objective and one Core Value (CV): **KSO 5**: Provide Reliable, Dependable and Environmentally Compliant Infrastructure Systems; and **CV 7**: Teamwork and Collaborative Efforts.

WHEREAS, the North Carolina Department of Transportation (NCDOT) seeks a right-of-way so it may make improvements to Interstate Highway 85 (I-85); specifically, it seeks a right-of-way crossing property owned by the City of Henderson, North Carolina and the County of Vance, North Carolina, (Vance County), which is needed in conjunction with a bridge replacement at the intersection of Andrews Avenue and I-85 and named by the NCDOT as the I-85 Improvement Project 1-9014BA; *and*

WHEREAS, an appraisal was performed by a NCDOT State-Certified Real Estate Appraiser on June 25, 2014 to determine the fair market value of the right-of-way through this property, consisting of approximately .408 acres and identified in the Vance County Tax Office as Tax Parcel 010701022 and Tax Parcel 010701023; *and*

WHEREAS, the right-of-way consists of .084 acres, as noted in the map provided as Attachment A to this resolution, and has an appraised value of \$2,920; *and*

WHEREAS any monies paid by the NCDOT for the right-of-way will be divided equally between the City of Henderson and Vance County.

NOW THEREFORE BE IT RESOLVED by the Henderson City Council that it authorizes:

1. The Henderson City Attorney to work with the Vance County Attorney to ensure necessary documents are provided and agreements executed to effect transfer of the aforementioned property from the City of Henderson and Vance County to the NCDOT.
2. The Mayor or his appointee may sign these agreements, as prepared and approved by the Henderson City Attorney, to effect this transfer.

The foregoing Resolution 14-80, 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:

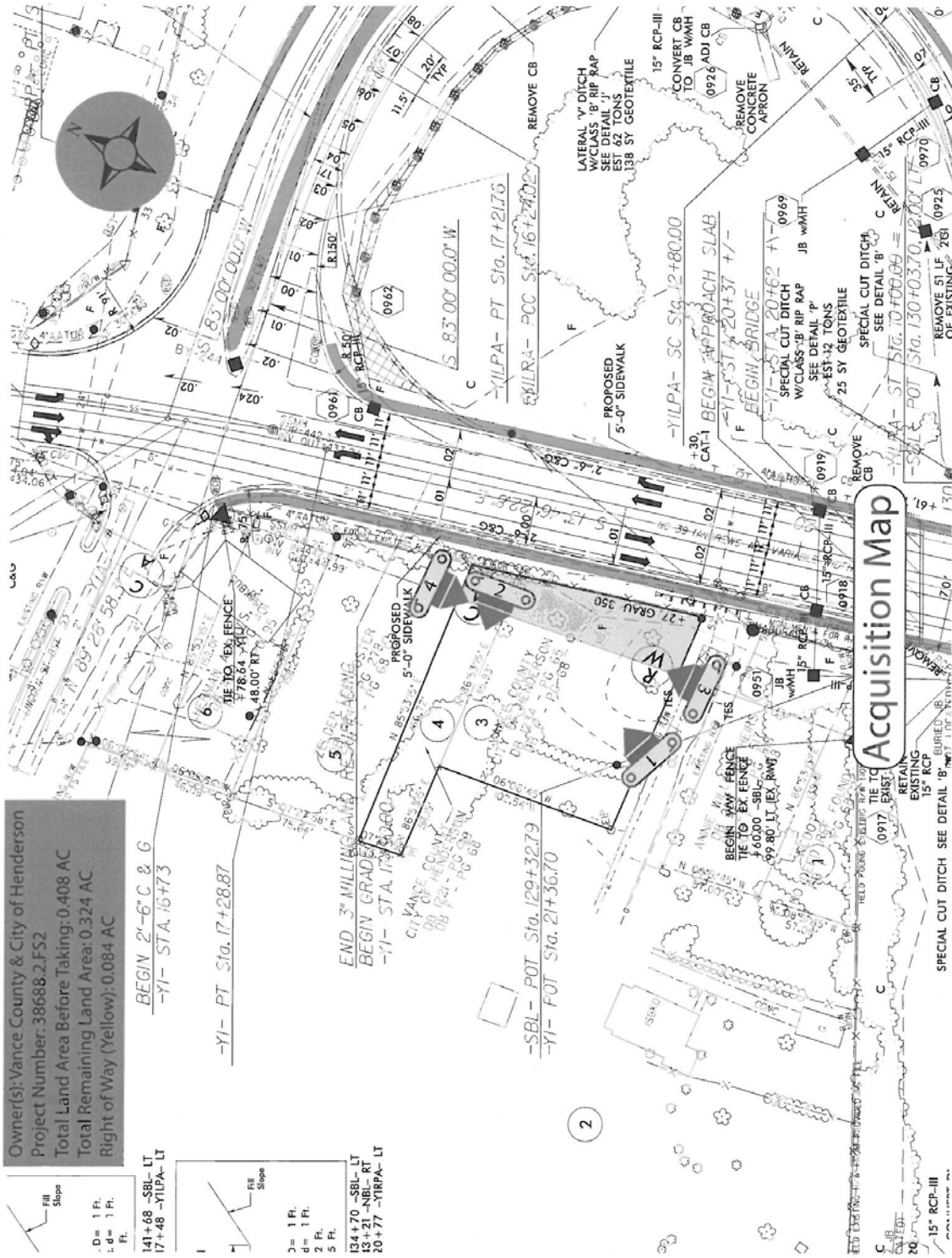
James D. O'Geary, Mayor

ATTEST:

Esther J. McCrackin, City Clerk

Approved to Legal Form:

D. Rix Edwards, City Attorney



Owner(s): Vance County & City of Henderson
 Project Number: 38688.2.F52
 Total Land Area Before Taking: 0.408 AC
 Total Remaining Land Area: 0.324 AC
 Right of Way (Yellow): 0.084 AC

141+68 -SBL- LT
 17+48 -YILPA- LT
 134+70 -SBL- LT
 13+21 -NBL- RT
 20+77 -YIRPA- LT

Acquisition Map

**North Carolina Department of Transportation
Right of Way Branch
Appraisal Summary Sheet**

1. TIP/Parcel No.: I-0914BA/003/004 WBS Element: 38688.2.FS2 County: VANCE

2. Owner(s): Vance County & city of Henderson Fed Aid Project: IMS-085-4(116)215

3. Plan Sheet No.: 9 Survey Stations: LT of SS =19+64 thru =18+28 SL -Y1-

4. Land Areas:	AREA LT.OF R/W	AREA IN R/W	AREA RT. OF R/W	TOTAL
	0.324 AC	0.084 AC	0.000	0.408 AC
5. Less: Land Area in Existing R/W:	0.000	0.000	0.000	0.00
6. Appraise Net Areas	0.324 AC	0.084 AC	0.000	0.408 AC

7. Easements: TCE: _____ DRAINAGE: Temp _____ Perm _____
PUE: _____ OTHER: _____

8. Improvements Lt. of R/W	Improvements to be Acquired	Improvements Rt. of R/W
None	None	None

9. Rights and Interests to be Appraised: **Unencumbered Fee Simple Interest**
(Subject to Existing Easements and Restrictions as Affected by Highway Acquisition.)

10. Estimated "MARKET VALUE" of Property Immediately Before:

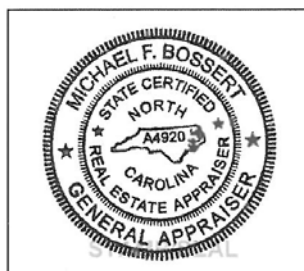
Land \$	<u>14,220</u>
Improvements \$	<u>0</u>
TOTAL \$	<u>14,220</u>

11. Estimated "MARKET VALUE" of Property Immediately After:

Land \$	<u>11,300</u>
Improvements \$	<u>0</u>
TOTAL \$	<u>11,300</u>

12. "DIFFERENCE" Between Before and After Value (If Benefited, Type "BENEFITS") \$ 2,920

M F Bossert
Signed _____ Date of Appraisal June 25, 2014
Name: Michael F. Bossert Phone: 919-571-4191
Address: NC Department of Transportation
Raleigh Appraisal Office
E-Mail Address: mfbossert@ncdot.gov



FRM5-H
Revised: 3/08

City Council Action Form

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



Agenda Item: _____

Council Meeting: 27 October 14 Work Session

16 October 2014

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

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

RE: **CAF: 14-73-A**

Consideration of Approval of Ordinance 14-25, FY 15 Budget Amendment # 14, Establishing a Budget for the Lease Purchase Financing Agreement with SunTrust Equipment Finance & Leasing Corp.

Ladies and Gentlemen:

Recommendation:

- Approval of Ordinance 14-25, FY 15 Budget Amendment # 14, establishing a budget for the lease purchase financing agreement with SunTrust Equipment Finance & Leasing Corp.

Executive Summary:

At its regular meeting on 22 September 2014, Council approved a lease purchase financing agreement with SunTrust Equipment Financing and Leasing Corporation via Resolution 14-47. This agreement provided for the purchase of five vehicles, one Ford Interceptor Utility Vehicle and two Dodge Chargers for the Police Dept. and two Ford Interceptor Utility Vehicles for the Fire Dept. Lease purchase payments were included in the FY 14-15 budget to provide for the acquisition of these vehicles. This Ordinance and Budget Amendment serves the purpose of establishing the budget for the proceeds of the lease purchase transaction (\$149,712) and the corresponding capital expenditures by the Police and Fire Department for the purchase of these vehicles. The remaining difference between the budgeted lease payment and the "actual" lease payment (\$2,870) for year one of the lease is being moved to the Non-Departmental Reserve account.

Enclosure:

1. Ordinance 14-25
2. Resolution 14-47

O R D I N A N C E 14-25

FY 15 BUDGET AMENDMENT # 14, ESTABLISHING A BUDGET FOR THE LEASE PURCHASE FINANCING AGREEMENT WITH SUNTRUST EQUIPMENT FINANCE & LEASING CORP.

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

WHEREAS, the City Council approved a lease purchase financing arrangement with SunTrust Equipment Finance & Leasing Corporation at its meeting on 22 September 2014 via Resolution 14-47; *and*

WHEREAS, it is necessary to amend the various revenue and expense accounts of the annual operating budget to provide for the purchase of the equipment that was incorporated within that financing arrangement ; *and*

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

FUNDS: 10: General Fund			Ordinance 14-73-A FY 14-15 Budget Amendment #14			
10: GENERAL FUND REVENUES			Approved 1-Jul-12	Current Budget	Amendment	Revised
<i>Department</i>	<i>Line Item</i>	<i>Code</i>				
	Lease Proceeds	10-100-457500	\$ -	\$ -	\$ 149,712	\$ 149,712
			\$ -	\$ -	\$ -	\$ -
	Total		\$ -	\$ -	\$ 149,712	\$ 149,712
10: GENERAL FUND EXPENDITURES			Approved 1-Jul-12	Current Budget	Amendment	Revised
<i>Department</i>	<i>Line Item</i>	<i>Code</i>				
Police	Capital Outlay > \$5,000	10-510-507405	\$ 19,000	\$ 19,000	\$ 67,696	\$ 86,696
Fire	Capital Outlay > \$5,000	10-530-507405	\$ 15,000	\$ 15,000	\$ 48,016	\$ 63,016
Debt Service	Lease Purchase Payment	10-680-508400	\$ 21,100	\$ 21,100	\$ 31,130	\$ 52,230
Non-Departmental	Reserve	10-660-900999	\$ 65,000	\$ 65,000	\$ 2,870	\$ 67,870
	Total		\$ 120,100	\$ 120,100	\$ 149,712	\$ 269,812
	Variance				\$ -	\$ 269,812
Reference:			Notes:			
CAF# 14-73-A; Ordinance #14-25: BA# 14			To budget for proceeds of the lease purchase financing with SunTrust that was approved by Council at its meeting on 9/22/2014. The lease purchase payments were included in the FY 2014-2015 budget; this budget amendment establishes the budget for the proceeds of the lease purchase transaction (\$149,712) and the corresponding capital expenditures by the Police and Fire Departments for the purchase of three vehicles by Police and two by Fire. The remaining difference between the budgeted lease payments and the "actual" lease payments are being moved to the Non-Departmental Reserve account.			

The foregoing Ordinance 14-25, 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 27 day of October 2014: YES: ***. NO: **. ABSTAIN: **. ABSENT: **.

James D. O'Geary, Mayor

ATTEST:

Esther J. McCrackin, City Clerk

*Reference: Minute Book 44 p. ***; CAF 14-73-A*

**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 13-25 adopted by the Henderson, City Council in Regular Session on **_____ 2014 (*Minute Book 44 p.***). This Ordinance is recorded in *Ordinance Book 9*, p. ***.

Witness my hand and corporate seal of the City, this *** day of October 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 14-47

AUTHORIZING FINANCING WITH SUNTRUST EQUIPMENT FINANCE & LEASING CORP. IN THE AMOUNT OF \$149,711.45 FOR FIVE (5) VEHICLES: THREE (3) 2014 FORD INTERCEPTOR UTILITY VEHICLES - TWO FOR THE FIRE DEPT. AND ONE FOR THE POLICE DEPT.; AND TWO (2) 2014 V8 DODGE CHARGERS WITH POLICE PACKAGES FOR THE POLICE DEPT.

WHEREAS, the City of Henderson, North Carolina (City) has previously approved in its budget for the Police and Fire departments to purchase five vehicles which they have identified as necessary to carry on the operations of each of their respective departments and the Finance Officer has now presented a proposal for the financing of such equipment.

NOW THEREFORE BE IT RESOLVED BY THE HENDERSON CITY COUNCIL THAT:

1. The City hereby determines to finance the purchase through SunTrust Equipment Finance & Leasing Corp. ("SunTrust"), in accordance with the proposal dated September 12, 2014. The amount financed shall not exceed \$149,711.45, the annual interest rate (in the absence of default or change in tax status) shall not exceed 1.98%, and the financing term shall not exceed five (5) years from closing.
2. All financing contracts and all related documents for the closing of the financing (the "Financing Documents") shall be consistent with the foregoing terms. All officers and employees of the City are hereby authorized and directed to execute and deliver any Financing Documents, and to take all such further action as they may consider necessary or desirable, to carry out the financing of the Project as contemplated by the proposal and this resolution. The Financing Documents shall include a Financing Agreement and Deed of Trust, as SunTrust may request.
3. The Finance Officer is hereby authorized and directed to hold executed copies of the Financing Documents until the conditions for the delivery of the Financing Documents have been completed to such officer's satisfaction. The Finance Officer is authorized to approve changes to any Financing Documents previously signed by City officers or employees, provided that such changes shall not substantially alter the intent of such documents or certificates from the intent expressed in the forms executed by such officers. The Financing Documents shall be in such final forms as the Finance Officer shall approve, with the Finance Officer's release of any Financing Document for delivery constituting conclusive evidence of such officer's final approval of the Document's final form.
4. The City shall not take or omit to take any action the taking or omission of which shall cause its interest payments on this financing to be includable in the gross income for federal income tax purposes of the registered owners of the interest payment obligations.

The City hereby designates its obligations to make principal and interest payments under the Financing Documents as "qualified tax-exempt obligations" for the purpose of Internal Revenue Code Section 265(b)(3).

5. The City intends that the adoption of this resolution will be a declaration of the City's official intent to reimburse expenditures for these purchases that are to be financed from the proceeds of the SunTrust financing described above. The City intends that funds that have been advanced, or that may be advanced, from the City's General Fund, or any other City fund related to these purchases, may be reimbursed from the financing proceeds.
6. All prior actions of City officers in furtherance of the purposes of this resolution are hereby ratified, approved and confirmed. All other resolutions (or parts thereof) in conflict with this resolution are hereby repealed, to the extent of the conflict. This resolution shall take effect immediately.

The foregoing Resolution 14-47, upon motion of Council Member Daeke and second by Council Member Daye, and having been submitted to a roll call vote and received the following votes and was **APPROVED** on this the 22nd day of September 2014: YES: Rainey, Peace-Jenkins, Daeke, Simmons, Daye, Kearney, Coffey and Inscoe. NO: None. ABSTAIN: None. ABSENT: None.

James D. O'Geary, Mayor

ATTEST:

Esther McCrackin, City Clerk

Approved to Legal Form:

Michael E. Satterwhite, Acting City Attorney

Reference: Minute Book 43, p 330; CAF 14-73

City Council Action Form

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



Agenda Item: _____

Council Meeting: 27 October 14 Short Meeting

6 October 2014

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

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

RE: **CAF: 14-115**

Consideration of Approval of Resolution 14-84, Removing City Manager A. Ray Griffin, Jr. as Deputy City Clerk and as Signatory for the City of Henderson as Well as Relinquishing First Citizens Credit Card in Mr. Griffin's Name

Ladies and Gentlemen:

Recommendation:

- Approval of Resolution 14-84, Removing City Manager A. Ray Griffin, Jr. as Deputy City Clerk and as Signatory for the City of Henderson as Well as Relinquishing First Citizens Credit Card in Mr. Griffin's Name.

Executive Summary:

On 25 October 2010, City Manager A. Ray Griffin, Jr. and Assistant City Manager Frank Frazier were appointed Deputy City Clerks via Resolution 10-109.

On 14 November 2011, they were authorized as signatories at the First Citizens Bank by Resolution 11-109 and on 12 December 2011, Finance Director Kathy C. Brafford was added as a signatory with Mr. Griffin and Mr. Frazier remaining as alternates via Resolution 11-124.

It is now appropriate and necessary to remove Mr. Griffin as Deputy City Clerk, and as signatory for the City of Henderson at the First Citizens Bank, effective the end of business on 31 October 2014.

It is also appropriate and necessary to remove Mr. Griffin from the First Citizens Credit Card and add Finance Director Brafford as this credit card is used from time to time for employees to register for conferences and/or reservations for lodging during these events.

Enclosures:

1. Resolution 14-84
2. Resolution 10-109
3. Resolution 11-109
4. Resolution 11-124

RESOLUTION 14-84

REMOVING CITY MANAGER A. RAY GRIFFIN, JR. AS DEPUTY CITY CLERK AND AS SIGNATORY FOR THE CITY OF HENDERSON

WHEREAS, the Henderson City Charter, Section 21, provides for the City Council to appoint the City Clerk; *and*

WHEREAS, on 25 October 2010 City Manager A. Ray Griffin, Jr. and Assistant City Manager Frank Frazier were appointed Deputy City Clerks via Resolution 10-109; *and*

WHEREAS, on 14 November 2011, City Manager A. Ray Griffin, Jr. and Assistant City Manager Frank Frazier were appointed as signatories for the City of Henderson at the First Citizens Bank via Resolution 11-109; *and*

WHEREAS, on 12 December 2011 Finance Director Kathy C. Brafford was added as a signatory with Mr. Griffin and Mr. Frazier remaining as alternates via Resolution 11-124; *and*

WHEREAS, due to the retirement of City Manager A. Ray Griffin, Jr., it is now appropriate and necessary to remove Mr. Griffin as Deputy Clerk and as a signatory with First Citizens Bank as well as relinquish the First Citizens Credit Card currently in Mr. Griffin's name and reissue in Finance Director Brafford's name.

NOW THEREFORE BE IT RESOLVED that the Henderson City Council does hereby approve removing retiring City Manager A. Ray Griffin, Jr., as Deputy Clerk and as a signatory for the City of Henderson at the First Citizens Bank and revise the First Citizens Card removing Mr. Griffin's name and adding Kathy Brafford as authorized user effective end of business on 31 October 2014

The foregoing Resolution 14-84 was heard on this the 27th day of October 2014 and upon a motion by Council Member *** and seconded by Council Member *** and **APPROVED** by the following vote: YES: . NO: None. ABSTAIN: None. ABSENT: None.

James D. O'Geary, Mayor

ATTEST:

Esther J. McCrackin, City Clerk

Approved as to Legal Form:

D. Rix Edwards, City Attorney

*(Reference: Minute Book 44 p***, CAF 14-115)*

RESOLUTION 10—109

A RESOLUTION PROVIDING FOR THE APPOINTMENT OF CITY MANAGER A. RAY GRIFFIN JR., AND ASSISTANT CITY MANAGER FRANK FRAZIER AS DEPUTY CITY CLERKS

WHEREAS, the Henderson City Charter, Section 21, provides for the City Council to appoint the City Clerk; *and*

WHEREAS, it is appropriate to provide for back-up to the Office of City Clerk in the event the City Clerk is absent from duty in order to provide for the timely execution of work.

NOW THEREFORE BE IT RESOLVED that the Henderson City Council does hereby appoint City Manager A. Ray Griffin, Jr., and Assistant City Manager Frank Frazier to serve in the role of Deputy City Clerk, at the pleasure of the City Council for an indefinite term, with said term of office to begin on Monday, 1 November 2010; *and*

The foregoing Resolution 10-109 was heard on this the 25th day of October 2010 and upon a motion by Council Member Coffey and seconded by Council Member Peace-Jenkins and **APPROVED** by the following vote: YES: Inscoe, Rainey, Peace-Jenkins, Daeke, Davis, Daye and Coffey. NO: None. ABSTAIN: None. ABSENT: Evans.

James D. O'Geary, Mayor

ATTEST:

A. Ray Griffin, Jr., Interim City Clerk

Approved as to Legal Form:

John H. Zollicoffer, Jr., City Attorney

(Reference: Minute Book 41, pp. 691-692)

RESOLUTION 11—109

A RESOLUTION AUTHORIZING THE MAYOR TO SIGN A CORPORATE RESOLUTION FOR FIRST CITIZENS BANK UPDATING SIGNATORY INFORMATION

WHEREAS, the City Council conducted its Annual Planning Retreat in January 2011, and during said Retreat identified Strategic Objectives and Goals; *and*

WHEREAS, this Resolution addresses KSO 8: To Provide Sufficient Funds for Municipal Operations and Capital Outlay Necessary to Meet the Needs of Citizens, Customers and Mandates for Regulatory Authorities; *and*

WHEREAS; due to the retirement of Finance Director Sandra Wilkerson, it is now necessary to update the corporate resolution by removing Ms. Wilkerson from the signatory card and appointing City Manager Ray Griffin, Jr. and Assistant City Manager Frank Frazier as the only authorized signatories having the authority to handle banking relationships between the City of Henderson and First Citizens Bank.

NOW, THEREFORE BE IT RESOLVED BY THE HENDERSON CITY COUNCIL THAT IT DOES HEREBY APPROVE, the Corporate Resolution more fully articulated in *Attachment A*; *and*

BE IT FURTHER RESOLVED that the Mayor is authorized to sign all agreements and documents necessary regarding this Corporate Resolution.

The foregoing Resolution 11—109, upon motion of Council Member Rainey and second by Council Member Peace-Jenkins, and having been submitted to a roll call vote received the following votes and was Approved on this the 14th day of November 2011: YES: Peace-Jenkins, Daeke, Daye, Coffey, Inscoe and Rainey. NO: None. ABSTAIN: None. ABSENT: Davis and Kearney.

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. 310.

RESOLUTION 11—124

A RESOLUTION AUTHORIZING THE MAYOR TO SIGN A CORPORATE RESOLUTION FOR FIRST CITIZENS BANK UPDATING SIGNATORY INFORMATION

WHEREAS, the City Council conducted its Annual Planning Retreat in January 2011, and during said Retreat identified Strategic Objectives and Goals; *and*

WHEREAS, this Resolution addresses KSO 8: To Provide Sufficient Funds for Municipal Operations and Capital Outlay Necessary to Meet the Needs of Citizens, Customers and Mandates for Regulatory Authorities; *and*

WHEREAS; due to the hiring of Katherine C. Brafford as the City's new Finance Director, it is now necessary to update the Corporate Resolution by adding Ms. Brafford to the signatory card, effective 29 December 2011 with City Manager A. Ray Griffin, Jr. and Assistant City Manager Frank Frazier remaining as alternate signatories having the authority to handle banking relationships between the City of Henderson and First Citizens Bank.

NOW, THEREFORE BE IT RESOLVED BY THE HENDERSON CITY COUNCIL THAT IT DOES HEREBY APPROVE and authorize Katherine C. Brafford, Finance Director, A. Ray Griffin, Jr., City Manager, and Frank Frazier, Assistant City Manager to be signatories on the City's accounts with First Citizens Bank, said authorities more fully articulated in the Corporate Resolution included herein and referenced as *Attachment A*; *and*

BE IT FURTHER RESOLVED that the Mayor is authorized to sign all agreements and documents necessary regarding this Corporate Resolution.

The foregoing Resolution 11—124, upon motion of Council Member Daeke and second by Council Member Coffey and having been submitted to a roll call vote received the following votes and was APPROVED on this the 12th day of December 2011: YES: Daye, Kearney, Coffey, Inscoe, Rainey, Peace-Jenkins and Daeke. NO: None. ABSTAIN: None. ABSENT: Davis.

James D. O'Geary, Mayor

ATTEST:

Esther J. McCrackin, City Clerk

Approved to Legal Form:

John H. Zollicoffer, Jr., City Attorney

Reference: Minute Book 42, pp. 227

City Council Action Form

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



Agenda Item: _____

Council Meeting: 27 Oct. 14 Short Reg. Meeting

10 October 2014

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

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

RE: CAF 14-110

Consideration of Approval of Tax Releases and Refunds from Vance County for the Month of September 2014.

Ladies and Gentlemen:

Recommendation:

- Approval of tax releases and refunds from Vance County for the month of September 2014.

Executive Summary

The Vance County Tax office submitted the following tax releases and refunds to the Finance Department for the month of September 2014. These releases and refunds are found to be in order and are being recommended for approval.

Sept 2014 Tax Releases & Refunds			
Name	Reason	Tax Year	Amount
Real & Personal Property			
Releases			
Pettaway, Hattie Heirs	Taxes Lost to Foreclosure	2003	22.14
Rowland, Deborah	Taxes Lost to Foreclosure	2003	13.85
Pettaway, Hattie Heirs	Taxes Lost to Foreclosure	2004	23.23
Ricks, Mary	Taxes Lost to Foreclosure	2004	36.86
Rowland, Deborah	Taxes Lost to Foreclosure	2004	14.53
Pettaway, Hattie Heirs	Taxes Lost to Foreclosure	2005	24.32
Ricks, Mary	Taxes Lost to Foreclosure	2005	38.59
Rowland, Deborah	Taxes Lost to Foreclosure	2005	15.21
Pettaway, Hattie Heirs	Taxes Lost to Foreclosure	2006	24.32
Ricks, Mary	Taxes Lost to Foreclosure	2006	38.59
Rowland, Deborah	Taxes Lost to Foreclosure	2006	15.21

September 2014 Tax Release & Refunds Continued

Pettaway, Hattie Heirs	Taxes Lost to Foreclosure	2007	24.32
Ricks, Mary	Taxes Lost to Foreclosure	2007	38.59
Rowland, Deborah	Taxes Lost to Foreclosure	2007	15.21
Pettaway, Hattie Heirs	Taxes Lost to Foreclosure	2008	22.54
Richardson, Hattie M Heirs	Taxes Lost to Foreclosure	2008	107.29
Ricks, Mary	Taxes Lost to Foreclosure	2008	52.09
Rowland, Deborah	Taxes Lost to Foreclosure	2008	24.30
Pettaway, Hattie Heirs	Taxes Lost to Foreclosure	2009	23.34
Richardson, Hattie M Heirs	Taxes Lost to Foreclosure	2009	111.09
Ricks, Mary	Taxes Lost to Foreclosure	2009	53.94
Rowland, Deborah	Taxes Lost to Foreclosure	2009	25.16
Matthews, Donald	Personal Prop Billed in Error	2010	34.78
Pettaway, Hattie Heirs	Taxes Lost to Foreclosure	2010	23.34
Richardson, Hattie M Heirs	Taxes Lost to Foreclosure	2010	111.09
Ricks, Mary	Taxes Lost to Foreclosure	2010	53.94
Rowland, Deborah	Taxes Lost to Foreclosure	2010	25.16
Matthews, Donald	Personal Prop Billed in Error	2011	34.78
Pettaway, Hattie Heirs	Taxes Lost to Foreclosure	2011	23.36
Richardson, Hattie M Heirs	Taxes Lost to Foreclosure	2011	111.11
Ricks, Mary	Taxes Lost to Foreclosure	2011	53.91
Rowland, Deborah	Taxes Lost to Foreclosure	2011	25.15
Matthews, Donald	Personal Prop Billed in Error	2012	34.78
Pettaway, Hattie Heirs	Taxes Lost to Foreclosure	2012	23.36
Richardson, Hattie M Heirs	Taxes Lost to Foreclosure	2012	111.11
Ricks, Mary	Taxes Lost to Foreclosure	2012	53.91
Rowland, Deborah	Taxes Lost to Foreclosure	2012	25.15
Matthews, Donald	Personal Prop Billed in Error	2013	36.86
Pettaway, Hattie Heirs	Taxes Lost to Foreclosure	2013	24.76
Richardson, Hattie M Heirs	Taxes Lost to Foreclosure	2013	117.76
Richardson, Hattie M Heirs	City Weed Abatement Lien Lost to Foreclosure	2013	200.00
Ricks, Mary	Taxes Lost to Foreclosure	2013	57.14
Rowland, Deborah	Taxes Lost to Foreclosure	2013	26.65
Sneed, Mary	Personal Prop Billed in Error	2013	36.86
Cranz, John W	Correct Ownership	2014	355.99
Fisher of Men Church	Religious	2014	174.84
Galarza, Bulmaro Rodriguez	Personal Prop Billed in Error	2014	31.21
Greene, Karen	Correct Ownership	2014	(146.10)
Inshore Properties, LLC	Correct Ownership	2014	(1,127.90)

September 2014 Tax Release & Refunds Continued

Julius, Thurston Barber	Personal Prop Billed in Error	2014	6.17
McGregor, Minerva F	Real Prop Billed in Error	2014	86.49
Moran Foods Inc	Correct Ownership	2014	(2,727.67)
Navarette, Jose Maurice	Correct Ownership	2014	(36.86)
Navarro, Roberto	Correct Ownership	2014	36.86
Parker, David E.	Correct Ownership	2014	146.10
Pettaway, Hattie Heirs	Taxes Lost to Foreclosure	2014	24.76
Richardson, Arline A	Taxes Lost to Foreclosure	2014	(695.46)
Richardson, Hattie M Heirs	Taxes Lost to Foreclosure	2014	117.76
Ricks, Mary	Taxes Lost to Foreclosure	2014	57.14
Rogers & Franklin Dev.	Correct Ownership	2014	197.81
Rogers, John Clifton	Correct Ownership	2014	930.09
Rowland, Deborah	Taxes Lost to Foreclosure	2014	26.65
Tarheel Regional Community	Charitable Organization	2014	196.55
Tharrington, Walter De	Correct Ownership	2014	339.47
Vance Granville Comm. College	Education (Government)	2014	28.58
Total R&P Property Releases			32.16
Real & Personal Property			
Refunds	None reported		0.00
Total R & P Property Refunds			0.00
Total R&P Prop. Rel. & Ref.			\$ 32.16
Vehicle Releases			
Harris, Lucille Harris	Correct Situs	2011	34.45
Harris, Lucille Harris	Correct Situs	2013	33.99
Henderson, Henry	Pro-Rate	2013	0.61
Williams, Georgette Marie	Transfer Out	2013	48.07
Total Vehicle Releases			117.12
Vehicle Refunds	None reported		-
Total Vehicle Refunds			-
Tot. Veh. Rel. & Ref.			117.12
Total All Releases & Refunds			149.28

Meetings and Events Calendar

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

Date	Time	Event	Location
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	Perry Memorial Library Board of Trustees Meeting	Perry Memorial Library
Nov 10 th	6:00 PM	City Council Regular Meeting	City Council Chambers
Nov 13 th	12:00 PM	Henderson-Vance Parks & Recreation Commission	Aycock Recreation Center
Nov 20 th	7:00 PM	Human Relations Commission	City Council Chambers
Nov 24 th	6:00 PM	City Council Meeting Work Session to Follow	City Council Chambers
Nov 27 th & Nov 28 th	CITY HALL CLOSED	 HAPPY THANKSGIVING 	CITY HALL CLOSED
Dec 1 st	3:30 PM	Henderson Planning Board	City Council Chambers
Dec 2 nd	3:30 PM	Henderson Zoning Board of Adjustments	City Council Chambers
Dec 8 th	9:30 AM	KLRWS Advisory Board Meeting	City Hall Large Conference Room
Dec 8 th	6:00 PM	City Council Regular Meeting	City Council Chambers
Dec 11 th	12:00 PM	Henderson-Vance Parks & Recreation Commission	Aycock Recreation Center
Dec 18 th	7:00 PM	Human Relations Commission	City Council Chambers
Dec 22nd	Meeting Cancelled	City Council Meeting CANCELLED DUE TO HOLIDAYS	Meeting Cancelled
Dec 24th	CITY HALL CLOSED	MERRY CHRISTMAS TO ALL 	CITY HALL CLOSED FOR
Dec 25th	FOR THE HOLIDAYS		THE HOLIDAYS
Dec 26th	DEC 24TH THRU 26TH		DEC 24TH - 26TH
Jan 1st	CITY HALL CLOSED	HAPPY NEW YEAR!!!!	CITY HALL CLOSED
Jan 5 th	3:30 PM	Henderson Planning Board	City Council Chambers
Jan 6 th	3:30 PM	Henderson Zoning Board of Adjustments	City Council Chambers
Jan 8 th	12:00 PM	Henderson-Vance Parks & Recreation Commission	Aycock Recreation Center

Last Updated 10 October 2014

HENDERSON-VANCE COUNTY 911
 NUMBER OF CALLS REPORT BY COMPLAINT (ALL UNITS)
 TIME PERIOD:08/21/2014 09:00:00 Through 09/20/2014 23:59:59

TOTAL 5,718

DEPARTMENT	COMMENT	TOTAL	COUNTY	CITY	STATE	OTHER
DATA WITH NO DEPARTMENT		141				141
AFTON VOLUNTEER FIRE DEPARTMENT	County VFD Dispatch	2	2			
AMERICAN RED CROSS	Other Dispatch	1				1
BEARPOND VOLUNTEER FIRE DEPARTMENT	County VFD Dispatch	36	36			
BERTIE AMUBLANCE SERVICE	City & County Dispatch-actual	12	12			
COKEBURY VOLUNTEER FIRE DEPARTMENT	County VFD Dispatch	16	16			
CSX RAILROAD	Other Dispatch	2				2
DREWRY VOLUNTEER FIRE DEPARTMENT	County VFD Dispatch	11	11			
EMBARQ	Other Dispatch	0				0
EPSOM VOLUNTEER FIRE DEPARTMENT	County VFD Dispatch	20	20			
HENDERSON FIRE DEPARTMENT-STA 1	City Dispatch	303		303		
HENDERSON FIRE DEPARTMENT-STA 2	City Dispatch	143		143		
HENDERSON POLICE DEPARTMENT	City Dispatch	2,839		2,839		
HENDERSON STREET DEPT	City Dispatch	2		2		
HENDERSON WATER DEPARTMENT	City Dispatch	34		34		
HICKSBORO VOLUNTEER FIRE DEPARTMENT	County VFD Dispatch	32	32			
KITRELL VOLUNTEER FIRE DEPARTMENT	County VFD Dispatch	13	13			
NORTH CAROLINA DEPT OF PARKS	State Dispatch	1			1	
NORTH CAROLINA DEPT OF TRANSPORTATION	State Dispatch	3			3	
NORTH CAROLINA DIVISION OF MOTOR VEHICLES	State Dispatch	0			0	
NORTH CAROLINA FORESTRY SERVICE	State Dispatch	4			4	
NORTH CAROLINA MAGISTRATE OFFICE	State Dispatch	0			0	
NORTH CAROLINA MEDICAL EXAMINER	State Dispatch	0			0	
NORTH CAROLINA PROBATION & PAROLE	State Dispatch	2			2	
NORTH CAROLINA STATE HIGHWAY PATROL	State Dispatch	48			48	
NORTH CAROLINA UNDERWATER RECOVERY	Other Dispatch	0			0	
NORTH CAROLINA WILDLIFE	State Dispatch	2			2	
PROGRESS ENERGY	Other Dispatch	10				10
PUBLIC SERVICE GAS	Other Dispatch	1				1
RIDGEWAY VOLUNTEER FIRE DEPARTMENT	County VFD Dispatch	1	1			
TOWNSVILLE VOLUNTEER FIRE DEPARTMENT	County VFD Dispatch	31	31			
VANCE COUNTY AMBULANCE SERVICE (EMS)	City & County Dispatch-actual	571	256	308		7
VANCE COUNTY ANIMAL CONTROL	County Dispatch	81	81			
VANCE CO DEPT OF SOCIAL SERVICES	County Dispatch	5	5			
VANCE COUNTY EMERGENCY MANAGEMENT	City & County Dispatch	1	1			
VANCE COUNTY FIRE DEPARTMENT	County Dispatch/FIRE	120	120			
VANCE COUNTY RESCUE SQUAD	County Dispatch	34	34			
VANCE COUNTY SHERIFF DEPARTMENT	County Dispatch	2,147	2,147			
WAKE ELECTRIC COOPERATIVE	Other Dispatch	1				1
WATKINS VOLUNTEER FIRE DEPARTMENT	County VFD Dispatch	21	21			
TOTALS		6,691	2,839	3,629	60	163

Signature: Carey T. Baker
 Prepared by: Carey T. Baker, 911 Database Coordinator

Signature: Brian K. Short
 Reviewed by Brian K. Short, Director
 09/26/2014

HENDERSON-VANCE CO 911

Number Of Calls Report by Complaint

Jurisdiction: HEN-VAN

First Date: 08/21/2014

Last Date: 09/20/2014

Complaint		Number
911HU	911 HANG UP CALL	76
ABDOM-EMD	ABDOMINAL PAIN OR PROBLEMS	26
ABNV	ABANDONED VEHICLE	1
ACC-PD	ACCIDENT PROPERTY DAMAGE	79
ACC-PI	ACCIDENT PERSONAL INJURY	32
ALARM	ALARM RESIDENCE OR BUSINESS	271
ALARMFALSE	ALARM FALSE	98
ALARMMED	ALARM MEDICAL	10
ALLERG-EMD	ALLERGIC REACTION / ENVENOMATIC	2
ANIMAL-EMD	ANIMAL BITE / ATTACK	3
ANIM	ANIMAL COMPLAINT/VISCIOUS ANIMAL	78
ARMED SUSP	ARMED SUSPECT (MAN WITH A GUN)	15
ASAG	ASSIST OTHER AGENCY	30
ASMO	ASSIST MOTORIST	71
ASSAULIP-EMD	ASSAULT OR SEXUAL ASSAULT - IN PROGRESS	7
ASSAULT-EMD	ASSAULT OR SEXUAL ASSAULT	45
BACKPAIN-EMD	BACK PAIN (NON-TRAUMATIC)	10
BE MV	BREAKING AND ENTERING TO A MOTOR VEHICLE	7
BON	BONDING	6
BREATH-EMD	BREATHING PROBLEMS	67
BURG-IP	BURGULARY/B&E IN PROGRESS	9
BURGLARY	BURGLARY	63
CAR	CARELESS AND RECKLESS DRIVER	49
CARDIAC-EMD	CARDIAC/RESPIRATORY ARREST OR PROBLEMS	7
CHASE	CHASE	2
CHESTPAI-EMD	CHEST PAIN	59
CHIVEH	CHILD LOCKED IN VEHICLE	1
CHOKING-EMD	CHOKING	1
CIVDIS	CIVIL DISPUTE	62
COMTHR	COMMUNICATING THREATS	12
CONTROLBURN	CONTROLLED BURN	1
CONVULS-EMD	CONVULSIONS / SEIZURES	19
DIABETIC-EMD	DIABETIC PROBLEMS	21
DIRTRF	DIRECTING TRAFFIC/TRAFFIC CONTROL	1
DISO	DISORDERLY PERSON	101
DOMEIP/W	DOMESTIC DISPUTE - IN PROGRESS	5
DOM-PROB	DOMESTIC PROBLEM	119
DRUGALC	DRUG OR ALCOHOL COMPLAINT	48
DVO	DOMESTIC VIOLENCE ORDER	7
ELECTROC-EMD	ELECTROCUTION / LIGHTNING	1
EMERG TRANS	EMERGENCY TRANSPORT	1
ESCO	ESCORT	208
EVICTION	EVICTION CARRIED OUT	33
FALLS-EMD	FALLS (SUBJECT FALLEN)	58
FIGHT	FIGHT	24
FIGHT-IP/W	FIGHT IN PROGRESS/W-WEAPONS	10
FIRE AL	FIRE ALARM	37
FIRE BRU	BRUSH/GRASS FIRE	7
FIRE ELEC	ELECTRICAL FIRE	5
FIRE SMOKE	SMOKE REPORT	10
FIRE STRUC	STRUCTURE FIRE	8
FIRE VEHI	VEHICLE FIRE	3

HENDERSON-VANCE CO 911

Number Of Calls Report by Complaint

Jurisdiction: HEN-VAN

First Date: 08/21/2014

Last Date: 09/20/2014

Complaint		Number
FRAUD	FRAUD/FORGERY	30
GASLEA	GAS LEAK	5
HARR	HARRASSMENT/THREATS	46
HEADACHE-EMD	HEADACHE	3
HEART-EMD	HEART PROBLEMS - AICD	12
HEMORR-EMD	HEMORRHAGE / LACERATION	16
HOMEINV	HOME INVASION	3
HRPD	HIT & RUN PD	32
ILL-DUMP	ILLEGAL DUMPING	4
INDEXPO	INDECENT EXPOSURE	3
INSPECTION	FIRE INSPECTION	81
INTPERS	INTOXICATED PERSON	22
INVE	INVESTIGATE ----- AT	882
IPV	IMPROPERLY PARKED VEHICLE	55
JUV	JUVENILE PROBLEMS	31
LARCIP	LARCENY IN PROGRESS	3
LARC	LARCENY - ALREADY OCCURRED	144
LIVEST	LIVESTOCK IN ROADWAY	1
LOIT	LOITERING COMPLAIN	13
LOST	LOST PROPERTY	7
LOUD	LOUD MUSIC	112
MEDICAL	MEDICAL	2
MEN	MENTAL SUBJECT	62
MISS	MISSING PERSON	14
OPEN	OPEN DOOR/WINDOW	14
OVERDOSE-EMD	OVERDOSE / POISONING (INGESTION)	8
PDAMG	PROPERTY DAMAGE ALREADY OCCU	76
PDMGIP	PROPERTY DAMAGE IN PROGRESS	1
PREGNANT-EMD	PREGNANCY/CHILDBIRTH/MISCARRIA	9
PROW	PROWLER	23
RAPE	RAPE	1
RECFPI	RECOVERED/FOUND PROPERTY	24
ROBARM	ROBBERY ARMED	5
ROBSA	ROBERY STRONG ARM	2
RUN	RUNAWAY	4
SEVWEA	SEVERE WEATHER	1
SHOP	SHOPLIFTER	14
SHOTS	SHOTS FIRED	58
SICK-EMD	SICK PERSON	103
SPEC	SPECIAL ASSIGNMENT	3
STABBING-EMD	STABBING / GUNSHOT / PENETRATING	9
STOLV	STOLEN VEHICLE	13
STROKE-EMD	STROKE (CVA)	13
SUBINCUS	SUBJECT IN CUSTODY	23
SUMMONS	CIVIL / CRIMINAL SUMMONS	91
SUPSUB	SUSPICIOUS SUBJECT	96
SURR	SURRENDER	10
SUSVEH	SUSPICIOUS VEHICLE	106
TEST	TEST CALL	89
TRAFFIC STOP	VEHICLE STOP	600
TRANSPORT	TRANSPORT	1
TRAUMA-EMD	TRAUMATIC INJURY (SPECIFY IN NARI)	3

HENDERSON-VANCE CO 911

Number Of Calls Report by Complaint

Jurisdiction: HEN-VAN

First Date: 08/21/2014

Last Date: 09/20/2014

<i>Complaint</i>		<i>Number</i>
TREEDWN	TREE DOWN	6
TRES	TRESPASSING SUSPECT	103
UNAUTHVEH	UNAUTHORIZED USE VEHICLE	12
UNCONC-EMD	UNCONCIOUS / FAINTING OR NEAR	35
UNKNOWN-EMD	UNKNOWN PROBLEM (MAN DOWN)	11
WARRANT	WARRANT	606
WATER	WATER RELATED PROBLEM	35
WRIT	WRIT OF EXECUTION	1

Report Total: 5718

HENDERSON-VANCE CO 911

Number Of Calls Report by Department (All Units)

First Date: 08/21/2014

Jurisdiction: HEN-VAN

Last Date: 09/20/2014

	<i>Department</i>	<i>Number</i>
1	Data with no Department.	141
2	data error, blank in Department	3
3	AFTO	2
4	ARC	1
5	BERT	12
6	BVFD	36
7	CSX	2
8	CVFD	16
9	DOT	3
10	DSS	5
11	DVFD	11
12	EM	1
13	EMS	571
14	EVFD	20
15	FOR	4
16	GAS	1
17	HFD1	303
18	HFD2	143
19	HPD	2839
20	HVFD	32
21	KVFD	13
22	PARK	1
23	PE	10
24	PROB	2
25	RIDG	1
26	SHP	48
27	STRE	2
28	TVFD	31
29	VCAC	81
30	VCFD	120
31	VCR	34
32	VCSO	2147
33	WAKE	1
34	WATE	34
35	WILD	2
36	WVFD	21

Total: 5718

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



Henderson Fire Department

211 Dabney Drive
Henderson, North Carolina 27536

Phone: (252) 438-7315

Fax: (252) 438-1460

TO: RAY GRIFFIN, CITY MANAGER
FROM: DANIEL E. WILKERSON, FIRE CHIEF
DATE: 10/1/14

FIRE SUPPRESSION AND RESCUE ACTIVITY REPORT FOR: September 2014

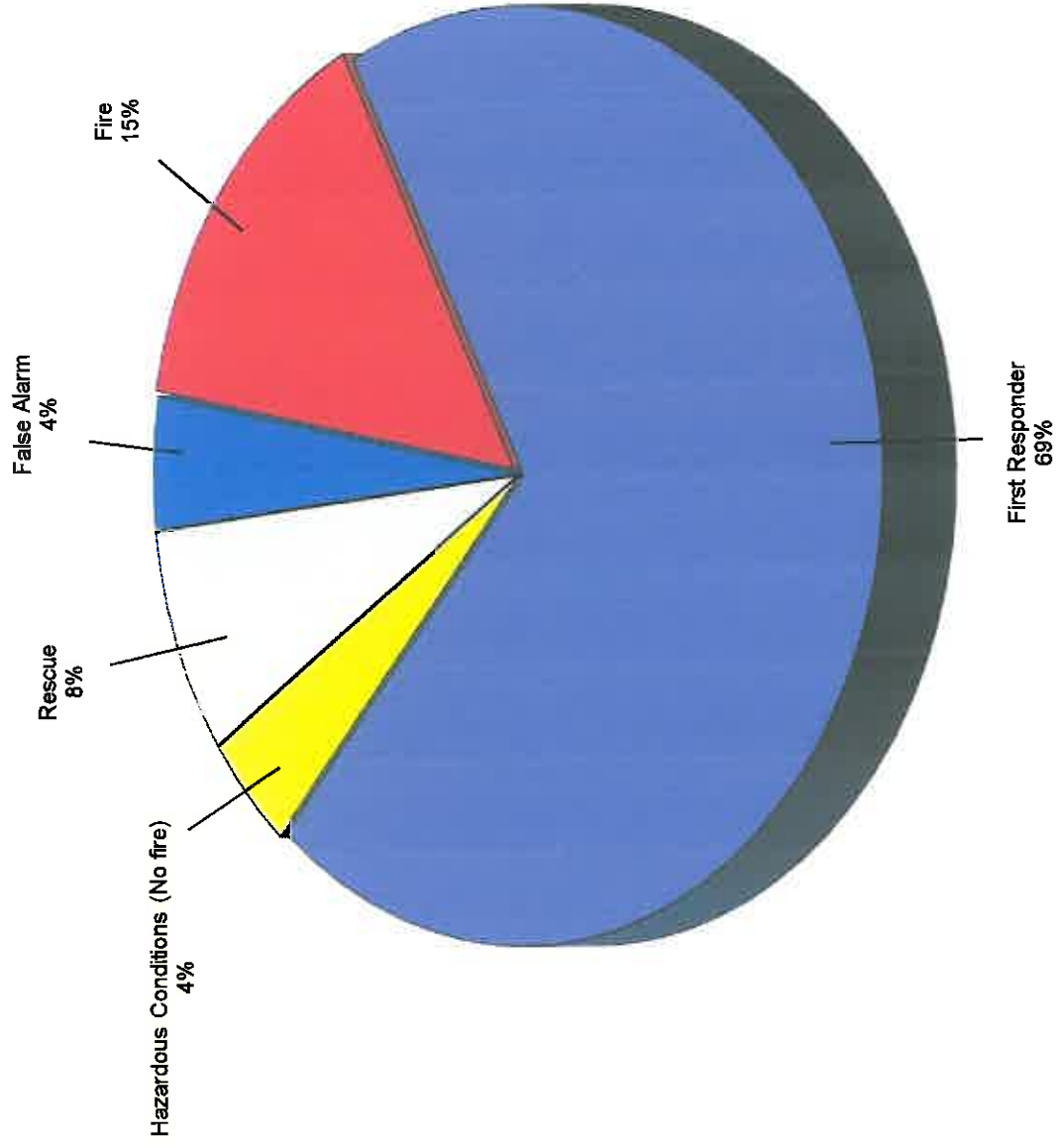
TYPE OF CALL	PRESENT MONTH	PREVIOUS MONTH	YEAR-TO-DATE
PRIVATE DWELLINGS (1 or 2 Family), Including Mobile Homes	15	22	185
APARTMENTS (3 or More Families)	4	4	20
HOTELS AND MOTELS	1	0	3
ALL OTHER RESIDENTIAL (Dormitories, Boarding Houses, Tents, etc.)	0	1	2
PUBLIC ASSEMBLY (Church, Restaurant, Clubs, etc.)	0	2	11
SCHOOLS AND COLLEGES	2	1	4
HEALTH CARE AND PENAL INSTITUTIONS (Hospitals, Nursing Homes, Prisons, etc.)	1	2	13
STORES AND OFFICES	1	7	22
INDUSTRY, UTILITY, DEFENSE, LABORATORIES, MANUFACTURING	0	1	8
STORAGE IN STRUCTURES (Barns, Vehicle storage Garages, General Storage, etc.)	0	3	7
OTHER STRUCTURES (Outbuildings, Bridges, etc.)	0	0	0
WORKING STRUCTURE FIRE	3	5	22
FIRES IN HIGHWAY VEHICLES (Autos, Trucks, Buses, etc.)	0	3	12
FIRES IN OTHER VEHICLES (Planes, Trains, Ships, Construction or Farm Vehicles)	0	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	0	2	21
FIRES IN RUBBISH, INCLUDING DUMPSTERS (Outside structures), With No Value Involved	0	0	31
ALL OTHER FIRES	0	0	20
RESCUE	17	30	176
FIRST RESPONDER	151	144	1270
FALSE ALARM RESPONSES (Malicious or Unintentional False Calls, Malfunctions, Bomb Scares)	10	20	117
MUTUAL AID OR ASSISTANCE RESPONSES	3	2	32
HAZARDOUS MATERIALS RESPONSES (Spills, Leaks, etc.)	4	1	19
OTHER HAZARDOUS RESPONSES (Arcing wires, Bomb Removal, Power Line Down, etc.)	5	5	47
ALL OTHER RESPONSES (Smoke Scares, Lock-Outs, Animal Rescues, etc.)	2	6	38
TOTALS	219	261	2084

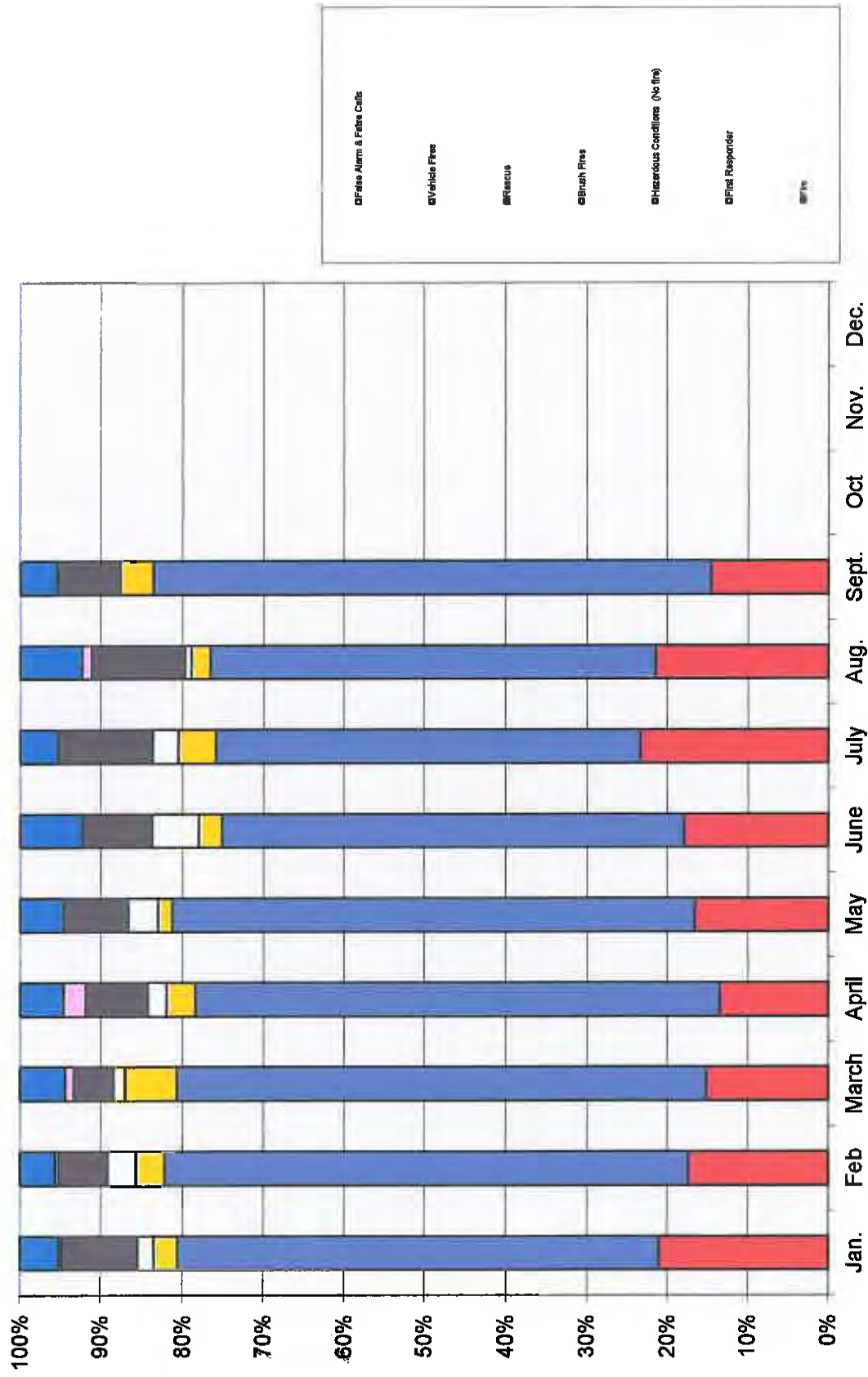
	PRESENT MONTH	PREVIOUS MONTH	YEAR-TO-DATE
Total Fire Incidents With Property and/or Contents Loss	2	9	53
Total of Property and Contents Value Saved	\$ 11,000.00	\$ 156,840.00	\$ 3,592,895.00

	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 September



YEAR TO DATE SUMMARY BY MONTH FOR 2014



INSPECTION ACTIVITIES REPORT FOR: September, 2014

INSPECTIONS	PRESENT MONTH	PREVIOUS MONTH	YEAR-TO-DATE
ASSEMBLY	5	7	67
BUSINESS	15	10	175
EDUCATIONAL	0	0	0
HAZARDOUS	0	0	0
INDUSTRIAL	0	1	3
INSTITUTIONAL	4	1	26
MERCANTILE	4	4	51
RESIDENTIAL	3	5	41
STORAGE	0	4	14
DAY CARE	0	0	0
HOME CARE	0	0	0
FOSTER CARE	0	0	0
VACANT	0	0	2
TOTALS	31	32	379

	PRESENT MONTH	PREVIOUS MONTH	YEAR-TO-DATE
CODE VIOLATIONS	4	17	224
FOLLOW UP INSPECTIONS	3	9	89

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	300	450	640	1,100	1,300				3,824
Home Inspections / Door Hanger Follow Ups	2	4	0	0	6	15	10	10	30				77
Smoke Alarms Installed	5	6	2	2	9	20	15	21	25				141
Batteries Installed in Smoke Alarms	5	9	3	2	15	30	20	30	50				164
Fire Extinguisher Classes	2	0	3	4	3	1	2	1	3				19
School / Daycare Presentations	0	3	1	3	2	1	0	1	4				15
Community / Civic Group Presentations	1	3	1	0	4	0	1	2	3				15
Station Tours	2	1	3	1	0	2	1	0	2				12
Total Participants in Fire & Life Safety Programs	500	600	300	450	1,000	1800	1000	2000	2,400				10,050
Community / Business Displays	0	1	2	1	4	3	1	2	1				15
Child Safety Seat Clinics	0	0	1	1	1	1	0	0	0				4
Child Safety Seats Inspected	1	4	3	5	3	6	3	5	8				38
Child Safety Seats Distributed	0	0	0	0	0	0	0	0	0				0
Shift Coverage Hours	8	8	0	16	16	32	8	32	8				120
Fire Inspections	15	47	43	23	18	16	40	25	8				235

MONTHLY CITATION REPORT FOR THE MONTH OF: SEPTEMBER 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	0	0	0	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	0	0	0	2
Walgreens					0
TOTALS	0	0	0	0	4

TRAINING DIVISION PRODUCTIVITY - SEPTEMBER 2014

Henderson Fire Department

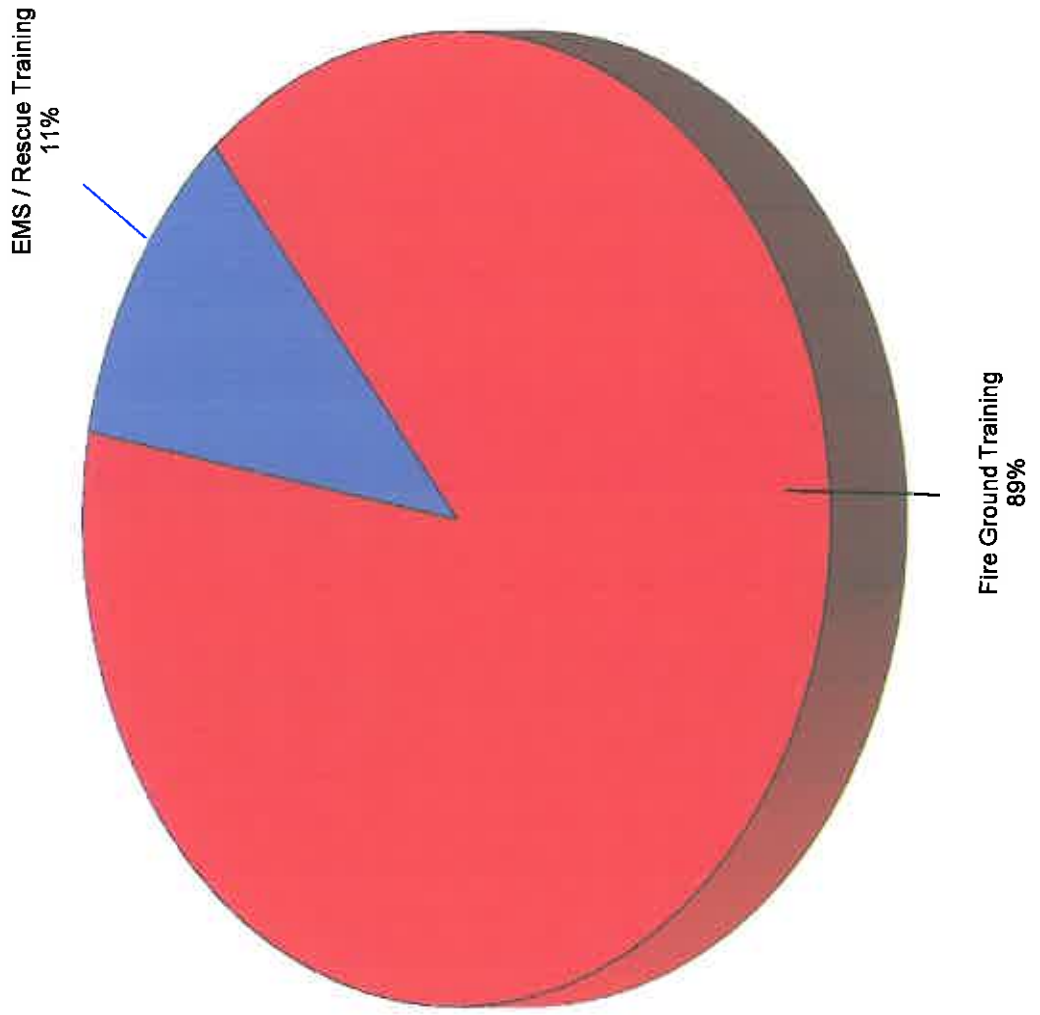
Types of Courses Taught	Course Hours Taught	Man-hours of Training
Fire Ground Training	126	792.5
EMS / Rescue Training	15.5	156
Special Training	0	0

Totals	141.5	948.5
---------------	--------------	--------------

	Course Hours Taught	Man-hours of Training
PREVIOUS MONTH TOTAL	205	976.5

YEAR - TO - DATE TOTAL	1726.75	9941
-------------------------------	----------------	-------------

Training Hours by Category - September 2014



Fire Department Regulatory Compliance

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