



AGENDA

Henderson City Council Short Regular Meeting and Work Session

Monday 26 January 2015, 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) 12 January 2015 Regular Meeting *[See Notebook Tab 1]*

VII. PUBLIC HEARING

- a) Consideration of Approval of Ordinance 15-06, Rezoning a .163+/- Acre Tract Located at 1106 Bane Avenue from B2A (Highway Commercial "A" District) to OI (Office Institutional District). (CAF 15-16) *[See Notebook Tab 2]*

- Public Hearing
- Ordinance 15-06

VIII. PUBLIC COMMENT PERIOD ON AGENDA ITEMS

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

IX. NEW BUSINESS

- a) Consideration of Approval of Resolution 15-10, Receiving the Comprehensive Annual Financial Report for FY Ending 30 June 2014. (CAF 15-12) *[See Notebook Tab 3]*

- Resolution 15-10

- b) Consideration of Approval of Resolution 15-06, Approving an Application to the North Carolina Governor's Highway Safety Program in the Amount of \$12,000 for NC Governor's Highway Safety Program Grant to Fund Police Vehicle Equipment. (CAF 15-07) *[See Notebook Tab 4]*

- Resolution 15-07

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.

- c) Consideration of Approval of Resolution 15-11, Naming the Aycock Recreation Center Weight Room in Memory of Former Recreation and Parks Director Ralph Peace. (CAF 15-13) [See Notebook Tab 5]
 - Resolution 15-11
- d) Consideration of Approval of Resolution 15-16, Allowing the Corbitt Preservation Association to Assume Responsibility for the Renovation and Maintenance of the Bennett Perry Museum. (CAF 15-22) [See Notebook Tab 6]
 - Resolution 15-16
- e) Consideration of Approval of Ordinance 15-01, FY 15 Budget Amendment #18, Closing Out the Sanitary Sewer Replacement Project. (CAF 15-02) [See Notebook Tab 7]
 - Ordinance 15-01
- f) Consideration of Approval of Tax Releases and Refunds from Vance County for the Month of December 2014. (CAF 15-21) [See Notebook Tab 8]

X. PUBLIC COMMENT PERIOD ON NON-AGENDA ITEMS

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

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.

XI. REPORTS

- a)** Mayor/Mayor Pro-Tem
- b)** City Manager
- c)** City Attorney
- d)** City Clerk
 - i. Soliciting Commercial Real Estate Brokers to Sell a City of Henderson, North Carolina Property Update (*CM 15-02*)[*See Notebook Tab 9*]
 - ii. Meeting and Events Calendar [*See Notebook Tab 1-*]

XII. CLOSED SESSION

- a)** Pursuant to G.S.§143-318.11 (a)(3) regarding two (2) Attorney/Client Privilege matters

XIII. WORK SESSION

- a)** Consideration of Approval of Resolution 15-01, Amending the Water and Sewer Capital Improvements Plan. (*CAF 15-01*) *See Notebook Tab 11*
 - Resolution 15-01

XIV. ADJOURNMENT

City Council Minutes - DRAFT

Regular Meeting

12 January 2015

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, Fearldine A. Simmons, and George M. Daye.

ABSENT

Council Member Garry D. Daeke

STAFF PRESENT

Interim City Manager Edward A. Wyatt, City Attorney D. Rix Edwards, City Clerk Esther J. McCrackin, Assistant City Manager Frank Frazier, Engineering Director Clark Thomas, Henderson Water Reclamation Director Tom Spain, Development Services Director Corey Williams and Recreation and Parks Director Kendrick Vann

CALL TO ORDER

The 12 January 2015 Regular Meeting of the Henderson City Council was called to order by Mayor James D. O'Geary at 6:03 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 Peace-Jenkins led those present in a prayer and the Pledge of Allegiance.

OPENING COMMENTS

Mayor O'Geary extended a special welcome to everyone for this first meeting of 2015. He wished everyone well throughout 2015.

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 seconded by Council Member Coffey and unanimously approved.

APPROVAL OF MINUTES

Mayor O'Geary asked for any corrections to and/or approval of the minutes. Council Member Peace-Jenkins moved the approval of the 8 December 2014 minutes as presented. Motion seconded by Council Member Daye, and unanimously approved.

PUBLIC COMMENT PERIOD ON AGENDA ITEMS

The City Clerk advised the Mayor and Council Members that no citizen wished to address Council at this time.

NEW BUSINESS

Authorizing the Execution of an Agreement with Devere Construction Relative to the Concrete Construction of the Oxidation Ditch during the Henderson Water Reclamation Facility Renovation Project. (*Reference: CAF 15-08; Resolution 15-07*)

Assistant City Manager Frazier explained this issue has been discussed previously and Council asked for a review of the agreement by City Attorney Edwards. The agreement outlines the responsibilities of the contractor and sets aside \$60,000 in case future repairs are necessary. The problem involves the oxidation ditches at the Henderson Water Reclamation Facility. McGill Associates notified the subcontractor, Devere Construction, of the problem and the necessary repair work has now been completed in accordance with the approved methods.

Council Member Inscoe asked for confirmation of the amount to be refunded to the City. Mr. Frazier confirmed the amount is \$60,000, rather than \$69,000 as stated in CAF 15-08.

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

Council Member Coffey moved the approval of Resolution 15-07, *Authorizing the Execution of an Agreement with Devere Construction Relative to the Concrete Construction of the Oxidation Ditch during the Henderson Water Reclamation Facility Renovation Project*. Motion seconded by Council Member Kearney, and APPROVED by the following vote: YES: Kearney, Coffey, Inscoe, Rainey, Peace-Jenkins, Simmons and Daye. NO: None. ABSTAIN: None. ABSENT: Daeke. (*See Resolution Book 4, p 155*)

Authorizing the Appropriation of \$95,000 from the Engineering Contingency Line to the Engineering Construction Administration and Inspection Line of the Water Reclamation Renovation Project. (Reference: CAF 15-182; Ordinance 15-08)

Interim City Manager Wyatt explained this action essentially transfers funds to bring the account up-to-date.

Council Member Kearney asked if this was to cover outstanding bills or in anticipation of incoming bills. Assistant City Manager Frazier said this is to cover outstanding bills of \$19,000 and the rest is in anticipation of future bills.

With no further questions, Mayor O'Geary then asked for the pleasure of Council.

Council Member Coffey moved the approval of Ordinance 15-08, *Authorizing the Appropriation of \$95,000 from the Engineering Contingency Line to the Engineering Construction Administration and Inspection Line of the Water Reclamation Renovation Project (FY15 Budget Amendment #17)*. Motion seconded by Council Member Simmons, and APPROVED by the following vote: YES: Coffey, Inscoe, Rainey, Peace-Jenkins, Simmons, Daye, and Kearney. NO: None. ABSTAIN: None. ABSENT: Daeke. (See Ordinance Book 9, p 209)

Providing for the Disposition of Two Jointly Held Properties by the City and County Identified as: 1) 149 Horner Street, Further Identified in Vance County Register of Deeds Book #1275, Page #0997; Tax Parcel #0003-08 003A; and 2) 839 Andrews Avenue, Further Identified in Vance County Register of Deeds Book #1279, Page #500; Tax Parcel #0079-03034 54 Feet Andrews Avenue & 0079-03008 839 Andrews Avenue. (Reference: CAF 15-17; Resolution 15-13)

Interim City Manager Wyatt explained the County received a bid to purchase the two (2) above-mentioned properties which are jointly owned by the City and County. The City has no liens against the properties for weed abatement and therefore recommend transfer of these two (2) properties to Vance County with the understanding upon the completion of the sale, the proceeds will be shared between the City and County on a pro-rata basis.

Council Member Kearney asked if the property tax value will remain the same. City Attorney Edwards said the valuation will remain the same until city-wide re-evaluation occurs. Council Member Rainey verified that the new owners will be responsible for the property taxes at the time of purchase.

Council Member Simmons asked for clarification as to why the new owners will not be responsible for the back taxes. Council Member Kearney explained it is just like any purchase of a home in that the new owners are only responsible from the date of purchase.

Mr. Kearney then asked if the taxes will be the book value or the purchase value. City Attorney Edwards and Mr. Wyatt both said it would be book value and the Attorney Edwards offered to confirm this with the tax department.

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

Council Member Rainey moved the approval of Resolution 15-13, *Providing for the Disposition of Two Jointly Held Properties by the City and County Identified as: 1) 149 Horner Street, Further Identified in Vance County Register of Deeds Book #1275, Page #0997; Tax Parcel #0003-08 003A; and 2) 839 Andrews Avenue, Further Identified in Vance County Register of Deeds Book #1279, Page #500; Tax Parcel #0079-03034 54 Feet Andrews Avenue & 0079-03008 839 Andrews Avenue.* Motion seconded by Council Member Daye, and APPROVED by the following vote: YES: Inscoe, Rainey, Peace-Jenkins, Simmons, Daye, Kearney, and Coffey. NO: None. ABSTAIN: None. ABSENT: Daeke. (See Resolution Book 4, p 167)

Adopting a Corporate Resolution and Certificate of Incumbency for First Citizens Bank and Trust Company. (Reference: CAF 15-19; Resolution 15-14)

Interim City Manager Wyatt explained this is a routine action confirming the documentation set forth by First Citizens Bank and Trust which will allow Assistant City Manager Frank Frazier and Finance Director Kathy Brafford as signers on the account.

Council Member Coffey asked if this grants permission for any type of loan. Mr. Wyatt responded no.

There were no further questions and Mayor O'Geary asked for the pleasure of Council.

Council Member Rainey moved the approval of Resolution 15-14, *Adopting a Corporate Resolution and Certificate of Incumbency for First Citizens Bank and Trust Company.* Motion seconded by Council Member Inscoe, and APPROVED by the following vote: YES: Rainey, Peace-Jenkins, Simmons, Daye, Kearney, Coffey and Inscoe. NO: None. ABSTAIN: None. ABSENT: Daeke. (See Resolution Book 4, p 169)

Temporarily Suspending the Leaf Collection Fee Until January 31, 2015. (Reference: CAF 15-20; Resolution 15-15)

Interim City Manager Wyatt commended Assistant City Manager Frazier for his desire to spread good will to the community by extending the leaf season due to a very wet December. This cost of this extension is anticipated to be approximately \$3,500 (for the seasonal crews).

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

Council Member Coffey moved the approval of Resolution 15-15, *Temporarily Suspending the Leaf Collection Fee Until January 31, 2015.* Motion seconded by Council Member Simmons, and APPROVED by the following vote: YES: Peace-Jenkins, Simmons, Daye, Kearney, Coffey, Inscoe and Rainey. NO: None. ABSTAIN: None. ABSENT: Daeke. (See Resolution Book 4, p 171)

Tax Releases and Refunds from Vance County for the Month of November 2014. The releases and refunds below are in order and recommended for approval. (Reference: CAF 14-07)

Nov 2014 Tax Releases & Refunds			
Name	Reason	Tax Year	Amount
Real & Personal Property			
Releases			
Millennium Dev. Group	Taxes Lost to Foreclosure	2004	14.34
Vass, Charles A, Heirs	Taxes Lost to Foreclosure	2004	270.33
Millennium Dev. Group	Taxes Lost to Foreclosure	2005	113.10
Vainwright, Mary T, Heirs	Taxes Lost to Foreclosure	2005	170.83
Vass, Charles A, Heirs	Taxes Lost to Foreclosure	2005	17.35
Millennium Dev. Group	Taxes Lost to Foreclosure	2006	33.10
Vainwright, Mary T, Heirs	Taxes Lost to Foreclosure	2006	175.00
Vass, Charles A, Heirs	Taxes Lost to Foreclosure	2006	17.35
Millennium Dev. Group	Taxes Lost to Foreclosure	2007	33.10
Vainwright, Mary T, Heirs	Taxes Lost to Foreclosure	2007	33.77
Vass, Charles A, Heirs	Taxes Lost to Foreclosure	2007	17.35
Millennium Dev. Group	Taxes Lost to Foreclosure	2008	55.88
Vass, Charles A, Heirs	Taxes Lost to Foreclosure	2008	14.63
Alliance Supercenter	Real Prop Billed in Error	2009	292.50
Millennium Dev. Group	Taxes Lost to Foreclosure	2009	57.86
Vainwright, Mary T, Heirs	Taxes Lost to Foreclosure	2009	382.47
Vass, Charles A, Heirs	Taxes Lost to Foreclosure	2009	15.15
Alliance Supercenter	Real Prop Billed in Error	2010	292.50
Millennium Dev. Group	Taxes Lost to Foreclosure	2010	57.86
Vainwright, Mary T, Heirs	Taxes Lost to Foreclosure	2010	32.47
Vass, Charles A, Heirs	Taxes Lost to Foreclosure	2010	15.15
Alliance Supercenter	Real Prop Billed in Error	2011	292.50
Millennium Dev. Group	Taxes Lost to Foreclosure	2011	57.85
Vainwright, Mary T, Heirs	Taxes Lost to Foreclosure	2011	32.44
Vass, Charles A, Heirs	Taxes Lost to Foreclosure	2011	15.12
Alliance Supercenter	Real Prop Billed in Error	2012	292.50
Millennium Dev. Group	Taxes Lost to Foreclosure	2012	57.85
Vainwright, Mary T, Heirs	Taxes Lost to Foreclosure	2012	32.44
Alliance Supercenter	Taxes Lost to Foreclosure	2013	310.00
Millennium Dev. Group	Taxes Lost to Foreclosure	2013	61.31
Vainwright, Mary T, Heirs	Taxes Lost to Foreclosure	2013	214.39
Vass, Charles A, Heirs	Taxes Lost to Foreclosure	2013	16.03
Alliance Supercenter	Real Prop Billed in Error	2014	310.00
CC Dickson	Pers. Prop Billed in Error	2014	1,803.75
Instinctive Healing	Correct Value	2014	5.58
Knight, Zella Shearin	Correct/ Grant Ex	2014	935.85
Millennium Dev. Group	Taxes Lost to Foreclosure	2014	61.31
Salon 31	Pers. Prop Billed in Error	2014	26.77
Vainwright, Mary T, Heirs	Taxes Lost to Foreclosure	2014	34.39
Vass, Charles A, Heirs	Taxes Lost to Foreclosure	2014	16.03
Warren-Vance Community Health	Correct/ Grant Ex	2014	64.36
Total R&P Property Releases	Nov R & P Releases		6,752.56
Real & Personal Property			
Refunds			
BB&T	Correct Value	2009	1,710.19
Ragland, Rosa F	Removed Senior Discount	2014	(155.00)
Total R & P Property Refunds			1,555.19
Total R&P Prop. Rel. & Ref.	Nov R & P Refunds		8,307.75
Vehicle Releases Nov 14			
Alston, Sean Antione Sr.	Correct Situs	2013	57.93
Mann, Tyra Felsa	Pro-Rate	2013	3.25
Total Vehicle Releases	Nov Vehicle Releases		61.18
Vehicle Refunds			
Total Vehicle Refunds	No Nov Vehicle Refunds		-
Tot. Veh. Rel. & Ref.	Nov Veh Releases & Ref.		61.18
Total All Releases & Refunds Nov 2014			8,368.93

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

Motion was made by Council Member Rainey to approve the *Tax Releases and Refunds from Vance County for the Month of November 2014*. Motion seconded by Council Member Daye, and APPROVED by the following vote: YES: Simmons, Daye, Kearney, Coffey, Inscoc, Rainey and Peace-Jenkins. ABSTAIN: None. ABSENT: Daeke.

PUBLIC COMMENT PERIOD ON NON-AGENDA ITEMS

City Clerk McCrackin advised one citizen wished to address Council at this time.

Mr. Bryan Hargrove, 78 Jordan Lane Mr. Hargrove spoke concerning an incident at the Recreation and Parks Department involving police security. He stated he did the required paperwork to hold a basketball event at the recreation center on December 20 and that the police department failed to provide the requested security. He said his deposit has been refunded but requested a refund of \$220 in lost insurance costs. Mr. Hargrove commended Recreation and Parks Director Vann for taking the brunt of his displeasure and continued saying the City Manager and Police Chief both failed to respond with a resolution. He asked what can a citizen do when they have done what was required.

Mayor O'Geary thanked Mr. Hargrove for his comments and asked Interim City Manager Wyatt to review this incident and to respond to both Council and Mr. Hargrove

Council Member Coffey asked if there was a protocol for problems such as this. Mr. Wyatt responded not at this time; however, one is being established.

Council Member Simmons confirmed the \$220 was for insurance coverage and Council Member Peace-Jenkins shared Mr. Hargrove has worked with the youth in this community for a long time.

REPORTS

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

b) Interim City Manager – Mr. Wyatt introduced Michelle Daniels to Council as the new Assistant Finance Director. He said she will be an excellent addition to the department and has an excellent background in budgeting.

Ms. Daniels said she is looking forward to her work with the City and then introduced herself individually to each Council member.

Mr. Wyatt then shared an update regarding the Recreation and Parks Department beginning with the cleaning up of the facility. He also shared Director Vann's desire to be pro-active and the new programs that are being instituted such as deep water aerobics, campus to college tours, and two locations this year for the egg hunt.

c) City Attorney (No Report)

- d) City Clerk - Ms. McCrackin reminded Council of the Annual Chamber Banquet Friday, January 23rd and said she will be including council's tickets with the next agenda packet.

OTHER

Council Member Coffey asked for prayers for her family as her son was in a serious accident. She also proudly shared she has been able to sponsor two basketball teams at the recreation center.

Council Member Simmons mentioned she will be celebrating her 50th anniversary during the Henderson Institute's annual reunion over Labor Day. More information will be forthcoming.

With no further discussion, Mayor O'Geary asked if Council was prepared to go into Close Session and stated there would be no 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 Rainey, and unanimously approved.

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

WORK SESSION

City Manager Search

At this time, Mayor O'Geary turned the meeting over to Interim City Manager Wyatt. Mr. Wyatt began by saying the sample advertisement for the City Manager is consistent with what was used during the last search. At the last meeting, Mr. Kearney asked to build on the characteristics and Mr. Wyatt now asked for Mr. Kearney's input.

Council Member Kearney agreed with the existing bullet points and asked if council was agreeable to adding the following: 1) Strives to achieve and maintain a competent workforce that looks like the citizens they serve (workforce diversity); and 2) Accomplishes successful ongoing interaction with civic and social organizations and citizens at large (be visible in the community)

Council Member Rainey said the new city manager will be coming in with an excellent staff which should allow him/her time to become more visible in the community and added he would like someone with a good knowledge of municipal government.

Mayor O'Geary said the City is fortunate to be surrounded with some of the best employees.

Council Member Simmons felt visibility and knowledge are definitely important and then asked what timeframe Mr. Wyatt anticipated to fill the position.

Mr. Wyatt said whoever accepts the position will more than likely have to give a 30 day notice. Additionally, it may take 3-4 weeks before the ad will actually be printed and then probably 3-4 weeks to allow time for resumes to be received.

Mr. Wyatt said the resumes should be reviewed by the Committee of the Whole and emphasized Council should be sure to take its time in selecting the proper person for the position.

With Council's permission, Mr. Wyatt said he would help narrow down the applicants and said then Council will probably want to set up interviews with the best 6-10 candidates. A second interview will probably be necessary.

Council Member Rainey said based on Mr. Wyatt's track record with the hiring of former City Manager Griffin, he would like to see Mr. Wyatt move forward with placing the advertisement.

Mr. Wyatt said he enjoys this process and assured Council each applicant will be treated with dignity and respect. He added he will not influence Council's decision when it comes down to the final decision.

Council Member Inscoe asked if the advertisement will go simultaneously to all the trade magazines, newspaper, etc. Mr. Wyatt said yes; however, some may print before others.

Council Member Kearney asked Mr. Wyatt to keep Council on a timeline and Mr. Wyatt agreed.

At this time Mayor O'Geary asked for a consensus of Council that Mr. Wyatt should go ahead and start the advertisement process and the following is the response: YES: Kearney, Coffey, Inscoe, Rainey, Peace-Jenkins, Simmons and Daye. NO: None. ABSTAIN: None. ABSENT: Daeke.

With no further business Mayor O'Geary asked if Council was prepared to adjourn

ADJOURNMENT

Council Member Peace-Jenkins moved for adjournment. Motion seconded by Council Member Inscoe, and unanimously approved. The meeting adjourned at 7:17 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



Council Meeting: 26 Jan 15 Short Reg. Meeting

13 January 2015

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

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

RE: CAF: 15-16

Consideration of Approval of Ordinance 15-06-, Rezoning a .163+/- Acre Tract Located at 1106 Bane Avenue from B2A (Highway Commercial "A" District) to OI (Office Institutional District)

Ladies and Gentlemen:

Council Retreat Goals Addressed By This Item:

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

Recommendation:

- Approval of Ordinance 15-06, Rezoning a .163+/- Acre Tract Located at 1106 Bane Avenue from B2A (Highway Commercial "A" District) to OI (Office Institutional district)

Executive Summary:

Ms. Jean Richardson is requesting to rezone parcel 0006 07004 located at 1106 Bane Avenue formerly the Hair Shack from B-2A (Highway Commercial "A" District) to O-I (Office Institutional). According to the rezoning application, the proposed change is needed or desirable because property is not being rented as commercial property at this time; however, the owner has received interest in renting the property as single-family housing. Rezoning to O-I will allow for multiple uses in an area that features a sub-collector road and mixed uses of low volume office / commercial uses and single / multi-family housing. A rezoning classification will also make the property conforming.

The Planning Board unanimously approved this recommendation during its January 5, 2015 regular meeting.

Enclosures:

1. Ordinance 15-06
2. Planning Board Minutes
3. Aerial Map

CAF 15-16: 26 January 2015 Council Meeting: Public Hearing

ORDINANCE 15-06

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

AN ORDINANCE REZONING A .163+/- ACRE TRACT LOCATED AT 1106 BANE AVENUE FROM B2A (HIGHWAY COMMERCIAL "A" DISTRICT) TO OI (OFFICE INSTITUTIONAL DISTRICT).

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

Section 1: That the official zoning map of the City of Henderson (incorporated by reference in City Code) is hereby amended by rezoning 0.163 acres, more or less, located at 1106 Bane Avenue (being Vance County Tax Map 0006, Block 07, & Lot 004) from B2A to OI.

Section 2. The foregoing Ordinance shall be in full force and effect from and after the date of its passage.

The foregoing Ordinance 15-06, 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 _____, 2015: YES: . NO: . ABSTAIN: . ABSENT: .

James D. O'Geary, Mayor

ATTEST:

Esther J. McCrackin, City Clerk

Approved to Legal Form:

Rix D. Edwards., 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 15-06*, Amending the Zoning Map to a 0.163 acre tract located at 1106 Bane Avenue from B-2A (Highway Commercial "A" District) to OI (Office Institutional) Vance County Parcel 0006 07004, adopted by the Henderson, City Council in Regular Session on ** ** 20** (See *Minute Book 4*, p. **). This Ordinance is recorded in *Ordinance Book # 9* pp. **.

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

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



City 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, JANUARY 5, 2015 – 3:30 P.M.

CITY HALL – COUNCIL CHAMBERS

Members Present – Michael Rainey, Horace Bullock, Marguerite Anduze, Arthur Henderson, Jimmie Ayscue, Keith Coffey (Alternative), Phil Walters.

Members Absent – Arnold Bullock, Rick Easter

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

- (1) **CALL TO ORDER** – Meeting was called to order by Chairmen Michael Rainey. Roll was called. A quorum was present.
- (2) **APPROVAL OF MINUTES**: Minutes were approved from December 1, 2014 meeting.
- (3) **BUSINESS – DISCUSSION**

New Business

1. **Case (PB01-15): Public Hearing: Recommendation to rezone properties from B2A (Business) to O&I (Office & Institutional) Zoning District located at 1106 Bane Avenue, .163 acres, (PIN # 0006 07004).**

Corey Williams, Development Services Director, introduced the item. Mr. Williams reviewed the packet of information pertaining to the rezoning request. Mr. Rainey opened the public hearing for all parties of interest to comment. Mr. & Mrs. Richardson spoke in favor of the rezoning and described their problems with renting the dwelling in a commercial district. Office & Institutional (O&I) will allow them to rent the dwelling in both residential and commercial districts. There was no opposition against this matter and the public hearing was closed by the chairmen.

Motion was made by Mr. Ayscue and seconded by Mr. Bullock to approve the rezoning. A unanimous vote was presented.

This recommendation now goes before the City Council for final decision on January 26, 2015.

2. Case (PB02-15): Public Hearing: Subdivision Request by Mission Development for a proposed 54 lot subdivision called Carey Chapel Crossings Phase 2. This property is located at corner of Vicksboro Road & Carey Chapel Road, the current zoning is R-11 and the PIN# 0532 02040.

Corey Williams, Development Services Director, introduced the item. Mr. Williams reviewed the packet of information pertaining to the subdivision request. Mr. Rainey opened the public hearing for all parties of interest to comment. The owner, Mr. Dennis Tharrington, provided the Planning Board with historical information concerning the previous phase to the development. Phase 1 consisted of fourteen (14) lot subdivision. The street was built by a Community Development Block Grant in late 2007 and today there are currently two (2) vacant lots. The developer is constructing two (2) new roads, rent to own dwellings, sidewalks, bicycle trails, and hopes to complete this Phase 2 by 2016.

Motion was made by Mr. Bullock and seconded by Mr. Walters to approve Carey Chapel Crossings Phase 2 final plat. A unanimous vote was presented.

3. Case (PB03-15): Text Amendment for Greenhouses in all Residential Districts.

Corey Williams, Development Services Director, introduced the item. Mr. Williams reviewed the packet of information pertaining to the text amendment request. The Planning Board requested information on restrictions, setbacks, standards, community gardens, personal use, and commercial use of greenhouses. The Planning Board decided to table this decision until staff could provide this information.

(4) ADJOURNMENT:

At 4:05 PM a motion to adjourn the meeting was made by Mr. Ayscue and seconded by Mr. Bullock.

NEXT MEETING: February 2, 2015 @ 3:30 PM

Minutes respectfully submitted by

Corey K. Williams
Development Service Director



CITY OF HENDERSON
PLANNING & COMMUNITY DEVELOPMENT

P.O. Box 1434 / 134 Rose Avenue • Henderson, NC 27536 • Phone: (252) 430-5723 • Fax: (252) 492-7935



REZONING APPLICATION

*Fee:	Zoning Map Amendment to Residential District:	\$350.00, plus \$50.00 acre, or part thereof
	Zoning Map Amendment, other:	\$350.00, plus \$100.00 acre, or part thereof

Date 12-5-14

Case # 15-01

Site Address: 1106 BANE AVE. HENDERSON, NC. 27536

APPLICANT / OWNER INFORMATION

Applicant Name: <u>JEAN H. RICHARDSON</u>	Property Owner Name: <u>JAMES W & JEAN H. RICHARDSON</u>
Mailing Address: <u>70 N. CHAUCER WAY</u>	Street Address: <u>70 N. CHAUCER WAY</u>
City, State Zip: <u>KITTRELL N.C. 27544</u>	City, State Zip: <u>KITTRELL, NC 27544</u>
Contact phone #: <u>919-339-5927</u>	Contact phone #: <u>919 339 5927 919 339 5615</u>
Email Address: <u>J.Richardson52@NC.RR.com</u>	Email Address: <u>J.Richardson52@NC.RR.com</u>

PROPERTY INFORMATION

The undersigned hereby submits the following information including a map (Tax Map or Survey) showing the area/parcels to be rezoned to demonstrate that the proposed rezoning is in accord parcels requested in the petition.

	PIN #	Existing Zone	Proposed Zone	Acres
1	<u>0006 07007</u>	<u>BZA</u>	<u>CIA</u>	<u>0.163743</u>
2				
3				
4				
5				

Total acres to be rezoned 0.163743

Have any of the parcels proposed to be rezoned been the subject of a rezoning proposal within the past year? YES ☐ NO ☒

Explain why the proposed change is needed or desirable. (Please attach additional sheets if necessary.)

IT WAS ADVERTISED AS COMMERCIAL PROPERTY FOR RENT, BUT WE DID NOT GET ANY PROSPECTS. THE PROPERTY IS BASICALLY SURROUNDED BY RESIDENTIAL PROPERTY AND WE HAVE RECEIVED A LARGE NUMBER OF INQUIRIES ASKING IF THE PROPERTY WAS FOR RENT AS RESIDENTIAL.

APPLICANT'S JUSTIFICATION FOR REZONING

In reviewing a proposal for a change, the Planning Board and the City Council will consider the character of the area to be rezoned, the peculiar suitability of the land, the effect that the rezoning might have on the public facilities and services, and the general health, safety, and welfare. The specific text considered in a rezoning is, considering all the uses and development standards in each zone, what zone best achieves or is most in harmony with the comprehensive plan.

Procedure: Petitions to amend the zoning ordinance or subdivision regulations are reviewed by the Planning Director and/or Zoning Administrator. When he/she determines that a petition is complete, he/she will submit it to the Planning Board for a recommendation. The recommendation is referred to the City Council and a public hearing will be held before the City Council. Public Notices will be printed in the newspaper. Once the application is filed and accepted as complete, it is the responsibility of the petitioners to keep apprised of meeting dates and attend the meetings.

City of Henderson: Zoning Ordinance-Section 905.1. Form of Petitions. Petitions to amend the text of the Zoning Ordinance or the Zoning Map shall be on such form as the Zoning Administrator and/or Planning Director shall specify and shall include all the information necessary for full review and consideration by the City Council, including but not limited to the text of the proposed Ordinance, a map of the area to be rezoned (where applicable), and a statement explaining the nature of the proposed change, the reasons for the change and the effects anticipated from the change.

Any petition to rezone land shall be signed by all owners of the land proposed to be rezoned, or by their authorized agents. All petitions shall be accompanied by a fee as set out above and which shall be sufficient to defray the administrative costs incurred in processing the application, notifying adjacent property owners (if and when required), and publishing notices of public hearing as required herein. The Zoning Administrator and/or Planning Director shall determine if petition is complete.

CERTIFICATION OF APPLICANT AND/OR PROPERTY OWNER

I certify on this date 12-5-14 that all the information presented to me in this petition/application is accurate to the best of my knowledge, information, and belief. Further, I understand that, should this petition/application be approved, no site activity can take place until a site plan and/or any other land development permits are issued.

Joan H. Richardson James W. Richardson
Applicant Print Name

Joan H. Richardson James W. Richardson
Applicant Signature

James W. Richardson Joan H. Richardson James W. Richardson Joan H. Richardson
Owner Print Name Owner Signature

OFFICE USE ONLY OFFICE USE ONLY OFFICE USE ONLY

Fee: _____ How Paid: _____ Rec'd By: _____ Date Paid: _____ Check#: _____ Receipt#: _____

PB Date: _____ PB Decision: Approved / Denied CC Date: _____ CC Decision: Approved / Denied

Comments _____

Zoning Administrator

Date

City Council Action Form

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



Agenda Item: _____

Council Meeting: 26 Jan 15 Regular Meeting

19 December 2014

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

FR: Ed Wyatt, Interim City Manager

RE: CAF: 15-12

Consideration of Approval of Resolution 15-10, Receiving the Comprehensive Annual Financial Report for FY Ending 30 June 2014.

Ladies and Gentlemen:

Recommendation:

- Approval of Resolution 15-10, Receiving the Comprehensive Annual Financial Report for FY Ending 30 June 2014.

Executive Summary

Mr. Curtis Averette, Certified Public Accountant with William L. Stark and Company, has conducted the audit of the basic financial statements of the City of Henderson and will report his findings at tonight's meeting.

Highlights of the Comprehensive Annual Financial Report (CAFR) are as follows:

- a. The General Fund Balance (excluding Powell Bill, Federal Asset Forfeitures, Reserved by State Statute, and Assigned for Subsequent Year's Expenditures) totaled \$3,676,351, an increase of \$710,064 over last year's total. This "unassigned" fund balance represents 27.46% of the fiscal year expenditures. This is the City's "conservative" fund balance percentage. Per the Local Government Commission's (LGC) computation, the fund balance percentage would be 36.34% (compared to the required 8%).
- b. Total net position in the Water Fund decreased from the prior year by \$6,730,373, primarily due to recognition of an "extraordinary event," the termination of the Water Sales Agreement between the City of Henderson and Granville County.

Enclosures:

1. Resolution 15-10

RESOLUTION 15-10

RECEIVING THE COMPREHENSIVE ANNUAL FINANCIAL REPORT FOR FY ENDING JUNE 30, 2014

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 12 Core Values and Principals That Guide Our Work; *and*

WHEREAS, this Resolution addresses CV 10: Transparency in Governance; *and*

WHEREAS, Mr. Curtis Averette, Certified Public Accountant with William L. Stark and Company has conducted the audit of the basic financial statements of the City of Henderson; *and*

WHEREAS, the Comprehensive Annual Financial Report for FY ending June 30, 2014 has been prepared; *and*

WHEREAS, the FY14 Audit has been submitted to and approved by the North Carolina Local Government Commission.

NOW, THEREFORE BE IT RESOLVED BY THE HENDERSON CITY COUNCIL THAT IT DOES HEREBY RECEIVE the Comprehensive Annual Financial Report for FY ending June 30, 2014

The foregoing Resolution 15-10, 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 26th day of January 2015: YES: . NO: . ABSTAIN: . ABSENT: .

James D. O'Geary, Mayor

ATTEST:

Esther J. McCrackin, City Clerk

Approved to Legal Form:

D. Rix Edwards, City Attorney

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

City Council Action Form

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



Council Meeting: 26 Jan 15 Short Reg. Meeting

20 January 2015

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

FR: Ed Wyatt, Interim City Manager

RE: CAF: 15-07

Consideration of Approval of Resolution 15-06, Approving an Application to the North Carolina Governor's Highway Safety Program in the Amount of \$12,000 for NC Governor's Highway Safety Program Grant to fund Police Vehicle Equipment.

Ladies and Gentlemen:

Council Goals Addressed By This Item:

- KSO 2: To Reduce Crime and Provide for a Safe Community, *and*
- KSO 8: To Provide Sufficient Funds for Municipal Operations and Capital Outlay Necessary to Meet the Needs of Citizens, Customers and Mandates of Regulatory Authorities.

Recommendation:

Approval of Resolution 15-06, Approving an Application to the North Carolina Governor's Crime Commission in the Amount of \$12,000 for NC Governor's Highway Traffic Safety Program.

Executive Summary

This grant will provide funding for the Henderson Police Department to purchase the following items to be used in Traffic Safety and Traffic Enforcement:

- Four (4) In-Car Mobile Video Camera Systems

The grant would give a reimbursement to the City of 50% of the cost of the requested equipment, with the department's portion being a 50% cash grant match, provided through Federal Asset Forfeiture Funds.

The total amount of funding requested is \$12,000 and the Grant Match Funding would be \$12,000. The total project funding would be \$24,000.

All Governor's Highway Safety Program applications are due for electronic submission to the NC Governor's Highway Safety Commission on 30 January 2015. The anticipated notification date if the grant is approved is 1 July 2015. The grant terms would be the same as the City's Budget Year for 2015-2016: July 1, 2015 to June 30, 2016.

Approval of this submission is requested. This action does not bind the Council to accept the grant. Should funding be awarded for the grant, a Resolution accepting the grant and Budget Ordinance establishing the grant project will be brought to Council for consideration and approval.

Attachments:

1. Resolution 15-06
2. Internal Process to Decide Whether Grant Application is Appropriate
3. Copy of NC Governor's Crime Commission 2016 Grant Application

RESOLUTION 15-06

A RESOLUTION RATIFYING AND APPROVING AN APPLICATION TO THE NORTH CAROLINA GOVERNOR'S HIGHWAY SAFETY PROGRAM FOR GRANT FUNDING FOR TRAFFIC SAFETY EQUIPMENT

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

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

WHEREAS, the Henderson Police Department has partnered with the NC Governor's Highway Safety Commission in the past and has successfully applied for and received grant funding for equipment; *and*

WHEREAS, the grant for which the Police Department is applying would provide \$12,000 in funding with a local match of \$12,000; *and*

WHEREAS, should funding be awarded, Council will be requested to accept the grant.

**NOW, THEREFORE BE IT RESOLVED BY THE HENDERSON CITY COUNCIL THAT IT DOES
HEREBY RATIFY AND APPROVE** the application for the NC Governor's Highway Safety Program for the total project budget of \$12,000.

The foregoing Resolution 15-06, introduced by Council Member _____ and seconded by Council Member _____ on this the 26th day of January, 2015 and having been Submitted to a roll call vote, was approved by the following votes: YES: . NO: . ABSTAIN: . NO: .

James D. O'Geary, Mayor

ATTEST:

Esther McCrackin, City Clerk

Approved to Legal Form:

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

CITY OF HENDERSON

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

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

Funding Source: NC Governor's Highway Safety Program 2015-2016

Grant/Project Name: Henderson Police Department Highway Safety Initiative II

Date Application Due: 01/30/2015 *(The online application has been saved and can be submitted online.)*

Brief Project Summary:

This grant is an effort to obtain grant monies that would fund the following equipment to be used by the Police Department for traffic enforcement, major motor vehicle crash investigations, crime scenes and Crime Prevention through Directed Traffic Enforcement operations:

Four (4) WatchGuard In-Car Video Camera Systems

Maximum amount available from Funding Source: There is a maximum amount of \$60,000

Anticipated Award Notification Date: 07/01/2015

Anticipated Grant Term: Start Date: 10/01/2015
Finish Date: 09/30/2015

Amount to be requested: The total project request is \$24,000. Of this amount \$12,000 is being requested in federal Highway Traffic Safety Funds. \$12,000 in local match funds is anticipated to be funded through local Federal Asset Forfeiture funds.

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

As with the 2013 NCGHSP grant this grant, if accepted, would require an official acceptance of the grant conditions by the City Council. As the grant would be in effect for Fiscal Year 2015-2016 we would budget the amount specified as a match in the department's 2015-2016 Budget request.

Eligible types of match: Cash. We anticipate to budget a 50% cash match.

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

We anticipate requesting the cash match for this grant (\$12,000) from the Asset Forfeiture funds account.

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

This project is a reimbursement account and would require a project budget and account. Reimbursements are made after the equipment is purchased.

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

Is this project included in:

Departmental Budget	No
Capital Improvements Plan	Yes

Due to the date of notification of the availability of this grant and the time frame for submission of the 2015-2016 Henderson Police Department Budget the amount for the Grant Match has not yet been included in the Department's Budget for FY 2015-2016.

Grant funds will be used for the following:

Four (4) WatchGuard In-Car Video Systems

How will the program be funded after the grant expires?

There will be no recurring cost for this program (other than minor equipment repairs). We anticipate using this equipment as part of the overall strategy of Crime Prevention through Directed Traffic Enforcement

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

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

Some additional questions to consider:

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

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

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

We will continue to work with our City Partners in the Community Revitalization Initiative to direct our use of equipment but the grant is for law enforcement use only.

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

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

North Carolina Governor's Highway Safety Program Traffic Safety Project Contract – Form GHSP-01			
SECTION A – GENERAL INFORMATION			
1. Agency: HENDERSON POLICE DEPT		4. Contact Person for Agency: Perry Twisdale	
2. Agency Address: 200 BRECKENRIDGE STREET HENDERSON, NC 27536		5. Telephone Number: * +1 (252) 431-6059	
		6. Cell Phone: +1 (828) 438-7311	
3. Physical Location of Agency * 200 Breckenridge Street Henderson NC 27536		7. Email of Contact Person * ptwisdale@hendersonncpd.org	
8. Federal Tax ID Number / Type of Agency		9. Project Year *	
Federal Tax ID Number: *56-6001241		☒ New ☐ Continuation	
DUNS No : * 082368556		Year: ☒ 1 ☐ 2 ☐ 3 ☐ 4+	
County: * VANCE COUNTY			
Type of Agency ☐ State ☐ Non-Profit ☐ County ☐ Higher Education ☒ Municipality ☐ Hospital		10. Allocation of Funding *	
		Federal % 50.00 Local % 50.00	
11. Project Title: * Henderson Police DWI Enforcement Program			
12. Budget		Source of Funds	
	Total Project Amount	Federal Amount	State/Local Amount
Personnel Costs			
Contractual Services			
Commodities Costs			
Other Direct Costs	\$24,000.00	\$12,000.00	\$12,000.00
Indirect Costs			
Total Project Costs	\$24,000.00	\$12,000.00	\$12,000.00
13. Specify How Non-Federal Share Will Be Provided: Matching funds from State or Federal Drug Asset funds			
Project Number:		CFDA#: 20.	
		Work Type:	
SECTION B – DESCRIPTION OF PROJECT			
Statement of Problem (Provide detailed information of the highway safety problems in your area to be addressed through this project. Include countywide crash data for the last three years and any other relevant information to validate the statements. For more detailed information see "How to write an effective traffic safety project" located at: https://connect.ncdot.gov/municipalities/Law-Enforcement/Pages/Law-Enforcement-Reporting.aspx) The HPD's current in-car camera systems are either unreliable or no longer functioning, affecting our ability to collect evidence on DWI arrests and other traffic related vehicle stops. Currently we have only three (3) newer (WatchGuard) cameras installed in vehicles with three (3) on order from BJA JAG funds and one (1) on order from the GHSP from "points" from GHSP projects. We have as many as eight (8) patrol vehicles with either no in-car camera or a non-functioning in-car camera. Our former vendor (Integrian) has been sold to another company (Utility) which no longer services or repairs our older camera systems despite some being purchased in 2009. We need reliable in-car cameras to effectively prosecute DWI and drug related traffic stops. As shown in the charts below, the officers of the department were consistent in the number of traffic related charges made through 2013. We believe that the equipment and projects that were completed in 2013 and 2014 led to higher compliance of drivers using seat belts and child restraint. However, we do require better video documentation for making solid arrests on DWI charges.			

As part of this project all law enforcement agencies must enter traffic enforcement citations data of their agency for the past three years.

Year 2012	Occupant Protection Citations	248	DWI Citations	48	Speed Citations	482
Year 2013	Occupant Protection Citations	242	DWI Citations	77	Speed Citations	499
Year 2014	Occupant Protection Citations	161	DWI Citations	37	Speed Citations	374

Goals and Objectives (Provide at least two SMART (Specific, Measurable, Attainable, Realistic and Timely) goals and objectives. For more detailed information see "How to write an effective traffic safety project" located at: <https://connect.ncdot.gov/municipalities/Law-Enforcement/Pages/Law-Enforcement-Reporting.aspx>)

Goal #1: Increase the number of functioning in-car cameras installed in Henderson PD marked vehicles.

Objectives: Obtain grant funding and purchase four (4) in-car camera systems and install them in four(4) Henderson Police Department marked patrol vehicles.

Goal #2: Increase the number of DWI charges made by HPD officers.

Objectives: Increase the number of DWI charges made by HPD officers over the average amount from the last three (3) calendar years.

Goal #3: Increase the use of in-car camera data in DWI cases.

Objectives: Retain video evidence on DWI stops at a 25% higher rate than calendar year 2014.

Below are the 5-year goals of the NC Governor's Highway Safety Program (GHSP). To be eligible for funding, your traffic safety project should match one or more of the GHSP goals. Check all that apply.

- ☒ Reduce NC's traffic-related fatalities by 25% from the 2008-2012 average of 1,317 to 988 by 2020.
- ☒ Reduce NC's alcohol-related fatalities by 35% from the 2008-2012 average of 386 to 251 by 2020.
- ☐ Reduce NC's unrestrained fatalities by 30% from the 2008-2012 average of 407 to 285 by 2020.
- ☒ Reduce NC's speed-related fatalities by 25% from the 2008-2012 average of 479 to 359 by 2020.
- ☒ Reduce NC's young driver-involved fatal crashes by 30% from the 2008-2012 average of 196 to 137 by 2020.
- ☒ Reduce NC's motorcycle fatalities by 25% from the 2008-2012 average of 177 to 133 by 2020.
- ☐ Increase NC's seat belt usage rate 4.4 percentage points to 95% by 2020.

SECTION C – BUDGET DETAIL

Personnel Costs

#	Personnel Position	Salary
1		
2		
3		
4		
5		
6		
7		
8		
9		
10		

Total Salaries Cost:

#	Personnel Fringe Benefits	Cost
1		

2	
3	
4	
5	
6	
7	
8	
9	
10	

Total Fringe Benefits Cost:

Total Personnel Costs:

Contractual Services

#	Contractual Service To Be Provided	Cost
1		
2		
3		
4		
5		
6		
7		
8		
9		
10		
11		

Total Contractual Services:

Commodities Costs

#	Commodities	Cost
1		
2		
3		
4		
5		
6		
7		
8		
9		
10		
11		
12		

Total Commodities Cost:

Other Direct Costs

#	Equipment	Quantity	Cap Amount	Cost
1	In-Car Video System-Includes installation and shipping	4	\$6,000.00	\$24,000.00

2				
3				
4				
5				
6				
7				
8				

Total Equipment Cost \$24,000.00

#	Other Items and Equipment Direct Cost	Cost
1		
2		
3		
4		
5		
6		
7		
8		

Total Other Items and Equipment Direct Cost:

#	Travel	Cost
1	In-State Travel	
2	Out-of-State Travel	

Total Travel Cost:

Total Other Direct Costs: \$24,000.00

Indirect Costs		
#	Indirect Costs	Cost
1		
2		
3		
4		

Total Indirect Costs

SECTION D – SCHEDULE OF TASKS BY QUARTERS

List the schedule of tasks by quarters, referring specifically to the objectives in Section B. Tasks should be a bulleted list of activities to be performed in each quarter.

Conditions for Law Enforcement Only

By checking this box, the above agency agrees to the terms below as additional activities to be performed as part of this project.

- A minimum of one (1) nighttime and one (1) daytime seat belt initiative per month;
- A minimum of one (1) impaired driving checkpoint per month;
- ☒ • A minimum of 50% of seat belt initiatives must be conducted at night between the hours of 7:00 p.m. and 7:00 a.m.;
- Participation in all "Click It or Ticket" and "Booze It & Lose It" campaigns;
- Participation in any event or campaign as required by the GHSP;
- Attempt to utilize one of the Forensic Tests for Alcohol Branch's Mobile Breath Alcohol Testing (BATMobiles) units during at least one of the impaired driving checkpoints.

First Quarter (October, November, December)

Provide GSHP with the documentation showing acceptance of the grant conditions by the Henderson City Council. Obtain four (4) in-car video systems compatible with our current in-car system management program and submit purchase requests.

Second Quarter (January, February, March)

Install in-car video in four (4) HPD marked patrol vehicles assigned to areas where traffic enforcement is most frequent. Begin collecting data on the number of video files retained as evidence from DWI stops.

Third Quarter (April, May, June)

Continue to collect data regarding DWI enforcement and in-car camera use.

Fourth Quarter (July, August, September)

Continue to collect data regarding DWI enforcement and in-car camera use and provide results to the NCGHSP. Cameras will continue being used in patrol vehicles after the end of the grant period.

Note:

1. Submitting grant application is not a guarantee of grant being approved.
2. Once form has been submitted, it cannot be changed unless it has a status of "Return".

City Council Action Form

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



Council Meeting: 26 Jan 2015 Reg. Meeting

20 Jan 2015

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

FR: Ed Wyatt, Interim City Manager

RE: **CAF: 15-13**

Consideration of Approval of Resolution 15-11, Naming the Aycock Recreation Center Weight Room in Memory of Former Recreation and Parks Director Ralph Peace

Ladies and Gentlemen:

Council Goals Addressed By This Item:

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

Recommendation:

- Approval of Resolution 15-11, Naming the Aycock Recreation Center Weight Room in Memory of Former Recreation and Parks Director Ralph Peace.

Executive Summary

Mr. Ralph Peace was hired on January 10, 1972 as the Program Supervisor, by the City of Henderson. Once hired Mr. Peace began training youth and teens in the proper way to lift weights, which lead to a powerlifting club named Ebony Barbell Club in 1978. As an advocate of weight lifting, Mr. Peace joined the World National Powerlifting Federation in 1980 and was selected as its president from 1992-1997. While participating in the program, Mr. Peace won "Coach of the Year" three times. He was later inducted in the World National Powerlifting Federation Hall of Fame in November 11, 2007.

Due to Mr. Peace's contribution to the City of Henderson's youth and teens, the Recreation Advisory Commission recommends and endorses naming the Aycock Recreation Center Weight Room in memory of former director Ralph Peace.

Attachments:

1. Resolution 15-11
2. Recreation Commission Meeting Minutes

RESOLUTION 15-11

NAMING THE AYCOCK RECREATION CENTER WEIGHT ROOM IN MEMORY OF FORMER HENDERSON-VANCE RECREATION AND PARKS DEPARTMENT (DEPARTMENT) DIRECTOR RALPH PEACE

WHEREAS, the City Council (Council) of the City of Henderson, North Carolina (City) identified eight Key Strategic Objectives (KSOs) and twelve Core Values (CVs) and Principles at its 2014 Strategic Planning Retreat; *and*

WHEREAS, a CV addressed by this resolution is **CV8**: We value our employees and the contributions they make to the City and to the citizens and customers of our community; *and*

WHEREAS, Ralph Peace served the Department beginning on January 5, 1972 until his retirement in 1998; *and*

WHEREAS, from the initial establishment of the Department, Mr. Peace was an active and integral part of the community and recreational programming, overseeing the development and implementation of programs for all patrons of the City and County of Vance, North Carolina during his 26 years of service with the Department; *and*

WHEREAS, it was Mr. Peace's vision to build a recreation center, which was realized by construction of the Aycock Recreation Center (Center); *and*

WHEREAS, the Henderson/Vance Recreation and Parks Commission recommended the Center weight room be named the "Ralph Peace Weight Room" in Mr. Peace's memory.

NOW, THEREFORE BE IT RESOLVED BY THE COUNCIL THAT IT DOES HEREBY APPROVE naming the Center weight room in memory of Mr. Peace.

The foregoing Resolution 15-11, 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 ***** 2015: YES: . NO: . ABSTAIN: . ABSENT: .

James D. O'Geary, Mayor

ATTEST:

Esther J. McCrackin, City Clerk

Approved to Legal Form:

D. Rix Edwards, City Attorney

**Henderson/Vance
Recreation and Parks Commission**

*** Minutes *
August 8, 2013
Aycock Recreation Center**

Present

Randy Oxendine, Chair
George Watkins
Vernon Brown
Melissa Catlett
Shane Jenkins
Ed Wilson

Absent

Scott Fuller
Hilda Delbridge
Jay Andrews
Kevin Boone
Daniel Young

Staff

Gene King
Lauren Harris
Pam Stevenson
Tony McGhee
Julie Allred
Crystal Allen

Randy Oxendine, Chairperson, called the meeting to order

Minutes from July meeting were approved as mailed

New Business:

Program Updates:

Julie talked about the success of the Henderson Rec. Players production of "The Sound of Music" that was held in July. She was active in this play, portraying the part of a Nun. The second production, "Cabaret", will be held August 14-18 at the Church of the Holy Innocents.

The new Bocce courts are finished and ready to be used for the Bocce competition.

Lauren met with Julia, from the YMCA, to discuss the "Save Our Kids" swimming program for the up-coming school year. Terri Hedricks is getting a schedule together for the schools. This will allow schools to know from the start of the year what days each school will be participating in the program.

Private swim lessons are no longer being offered, only group swim lessons.

Crystal recapped the Summer Day Camp program that ended on August 2nd. On an average the camp had 18 campers per day; ages from 8-11 years old. The kids enjoyed activities that included swimming, gym time, arts – crafts, and sports time. Campers went on weekly field trips that included movies, bowling, skating and Oxford Pool Park. Hilda Delbridge and Jerry Edmonds conducted a tennis camp teaching the campers the fundamentals of tennis. The Vance County school system provided lunches and snacks for the kids.

Gene said the Rec. Dept. hosted the District 7 Babe Ruth Softball Tournament in June. All teams in District 7 participated including new district member Fuqua-Varina. The boy's District Tournaments were held in Wake Forest.

Registration for Volleyball, Soccer, and Football will begin August 19th. The Rec. Dept. will again play with Warren County.

The end of season tournaments will be held this year at the conclusion of regular season play. Funding for this event was originally cut from the budget, but due to All-Star travel being under budget this year the surplus funds were transferred to allow for end of season tournaments.

Funding for the System Wide Master Plan was left in the budget request for FY 2013-14.

Vernon Brown has applied for re-election to the City Council.

 George Watkins made a motion for the weight room at Aycock Rec. Center to be dedicated to Ralph Peace. He stated that Mr. Peace had devoted his life to the sports programs at the Rec. Dept. Ed Wilson seconded this motion. There was no opposition to the motion. It was suggested that a ceremony be held and invite his wife and family to the dedication.

Old Business:

None

There be no further business, the meeting was adjourned

NOTE: The next meeting will be held on Thursday September 12, 2013 at noon in the MPR at Aycock Rec. Center.

**Henderson/Vance
Recreation and Parks Commission**

*** Minutes *
December 11, 2014
Aycock Recreation Center**

Present

Randy Oxendine, Chair
Jay Andrews
Shane Jenkins
Scott Fuller
Ed Wilson
Melissa Catlett
Vernon Brown
George Watkins

Absent

Kevin Boone
Hilda Delbridge

Staff

Pam Stevenson
Lauren Newlin
Crystal Allen
Tony McGhee
Julie Allred
Gene King

Visitor

Sarah Masur (newspaper)

Minutes from October was approved at the Dec. meeting (no quorum for Nov)

New Business:

Before the meeting got stated, Randy stated that Daniel Young had resigned from the commission. His reason was the time of meeting conflicted with his jog schedule. Randy asked if any member wanted to change the time of the meetings; if so it will be put on the table and voted on. All members were asked to think about it and discuss at the meeting in January. Randy also mentioned that the commission is in need of some new members for the City and County seats. If anyone knows someone who would like to be on the Rec Commission, tell them to get application from City Hall.

Randy introduced Kendrick to the commission as the new Director for the Henderson/Vance Recreation and Parks Dept. Kendrick stated that he was glad to be back home, and in a position that makes it possible for him to give back to the community.

Kendrick met with Sam Green concerning the ground breaking event for the completion of Fox Pond Trail. Mr. Green had planned the ground breaking for Dec.18, 2014, but Randy suggested waiting until after the New Year so

that enough publicity and advertisement could be given to the public. After Randy and George have a meeting with Dan Brummitt, Kendrick will contact Mr. Green about the time, date and other details concerning the groundbreaking. George stated that Robert Southerland was very instrumental in getting this grant. Dan also physically worked at Fox Pond Park for three months to help out, and he should be included in this event. Completion of the trail project was made possible by the donation of \$50,000 from the Hospital Foundation. This donation is in excess of the grant money received from Four Rivers RC&D for Phase I of the renovation project at the park.

Along with getting the trails completed at Fox Pond Park, the NC Wildlife Resources Commission will be installing a Community Fishing Program which will include a floating fishing pier at Fox Pond. However, before this can be started on, Tony has to get the deeds for the park.

The representative from The Daily Dispatch asked Randy what did Phase I of the grant consists of. He replied, connecting the trails, clearing out the debris, removing trees and connecting the trail from the park to the Aycock Center with a bridge. There are actually two more bridges at the park, one located at the big creek and one at the entrance to the park. The Four Rivers RC&D grant supplied \$75,000 and in-kind donations of funds and work matched the \$75,000.

Program Updates:

Lauren: SOK- Aycock Elementary has finished with their second group of kids, it is now break time for SOK, but Clark Elementary will begin in Feb with their first group (they also have 2 groups because there is so many 2nd graders). After Clark, Pinkston will have their classes and the SOK will be finished for this year.

Swim meets finish in January and swim lesson will start again.

Water aerobics has one week left and then a two week break, with classes starting back up in January. The water aerobics participants will be taking Glenn Yancey (instructor) to George's Restaurant for a Christmas lunch in appreciation for what he does for them.

Crystal: Cookies and Milk with Santa will be held on Saturday Dec. 13th from 10am – 1pm at the Aycock Rec Center. Kids will be able to have their picture taken with Santa, color a Christmas ornament, and have refreshments. Crystal has passed out postcards to schools, churches daycares and barbershops. Kendrick complimented Crystal on the great job she has done of marketing the facility and updating information on the communication boards at the center.

Gene: registration for basketball is finished and half way through with practices. There is a 10% increase of participants from last year. Games will start in February and there is a need for 2 coaches.

Steve and Kendrick will be coaching a new team consisting of 10 year olds and Kendrick will also coach the 10-13 year old girls team.

Kendrick wants to start a do an end of season award ceremony for all the volunteer coaches to thank them for their time and effort to volunteer.

We have 28 teams with 14 sponsors, but need 14 more sponsors. Mary Davis Royster Funeral Home is a new sponsor this year. Cost of sponsorship is \$250 to cover the uniforms and sponsor's logo/name on shirt.

George asked if the Rec Dept. has a list of sponsors and if so, could he have the names. George stated that he may be able to get some sponsors. Randy also asked for a copy to take to the Chamber of Commerce banquet. He may be able to help as well.

At this time being a sponsor requires filling out a form; however, Kendrick is in the process of putting together a Sponsorship packet. This packet will include all of the Rec Dept. program and events such as, sports, fall festival, cookies and milk and other functions.

Kendrick talked about the Christmas parade stating that Lauren, Crystal, Greg, Shantel, Donna, Ed and himself participated in the parade. Lauren drove the maintenance truck and Kendrick drove the mini bus. Both vehicles carried kids from ages 2-17, along with staff and 3 parents that volunteered to help.

Kendrick, Greg Kelly and Donna Stearns volunteered at the Acts house on Thanksgiving Day to help serve food to the less fortunate. Approximately 600 people were served. Food Lion on Raleigh Rd supplied bags for the food to be taken to people who could not come to the Acts. Kendrick and Greg delivered to the shut-ins.

Program proposals: Kendrick stated that people are coming to him all the time for program proposals, but he wants to have everything together before he submits any plans/proposals.

Ed Wilson asked Kendrick what was his vision for the City and County. Kendrick replied with the following:

- More interaction with community
- More programs for youth/teens
- Accountable for facility and actions
- Daytime - do more with population – mature adults
- Focus on youth/teen, but not leave out other age groups
- Market/sell the Rec Dept. more

Kendrick stated that he has some programs in mind for the school's spring break, they are:

- Junior Fire Marshall Program for kids 10-15 years old
- Campus to Campus Trips – Va. Union, Va. State, NC Central, St Augustine

At this time only 3 full time Rec employees have CDL license, but may need to have some more get theirs in order to transport the participants of the programs.

Kendrick met with Ronald Gregory and discussed the possibility of an alternate program to Teen Court such as 4-H. He also met with Dr. Holloman to talk about a program for kids that have been suspended from school.

Julie and Steve were on a trip with the Golden Age group and were not able to attend the meeting. In Julie's absence, Mellissa Catlett spoke about the Special Olympics Christmas dance. The dance was held at the Aycock Rec Center and Marcus Johnson volunteered to DJ the music. Mellissa said that the MPR was beautifully decorated and everyone had a great time.

Kendrick thanked the Recreation staff for their hard work and said that he had gotten compliments on how good the facility's appearance looked.

Old Business:

George Watkins reminded the commission that a vote had been taken at a previous meeting to name the weight room after Ralph Peace (a former Director for the Rec Dept.) This has not been done at the present time and needs to go before the City Council for approval. George stated that a former City Manager (Eric Williams) considered Ralph to be the best Dept. Head that he had at that time.

NOTE: The next meeting will be held on Thursday January 8, 2015 at noon in the MPR at Aycock Rec. Center.

PLEASE, contact Pam Stevenson if you are unable to attend the meeting. This will help in knowing if there will be a quorum. If there is not a quorum, then the meeting can be cancelled ahead of time.

Phone: 252-431-6094

Fax: 252-438-2786

pstevenson@ci.henderson.nc.us

Thanks,
Pam

City Council Action Form

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



Council Meeting: 26 Jan 2015 Short Meeting

22 January 2015

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

FR: Ed Wyatt, Interim City Manager

RE: CAF: 15-22

Consideration of Approval of Resolution 15-16, Allowing the Corbitt Preservation Association to Assume Responsibility for the Renovation and Maintenance of the Bennett Perry Museum

Ladies and Gentlemen:

Council Retreat Goals Addressed By This Item:

- KSO 7: To expand Leisure and Cultural Services, Programs and Facilities

Recommendation:

- Approval of Resolution 15-16, Allowing the Corbitt Preservation Association to Assume Responsibility for the Renovation and Maintenance of the Bennett Perry Memorial Museum.

Executive Summary:

On November 20, 2014, via Resolution 14-60, Council endorsed the concept of the formation of the Henderson NC Preservation Committee relative to the Bennett Perry Memorial Museum. Since that time, Mr. Roberson has had discussions with the Corbitt Preservation Association which is a 501C3 association.

The Corbitt Association is willing to take over the project of renovating and maintaining the Perry Museum with the understanding that the City will lease the building to the Association for \$1.00 per year and that the City will maintain the proper insurance on the building. The Association will raise funds, in addition to what has already been donated to the City, to maintain the building on an on-going basis and will place historical artifacts in the building when appropriate.

Attachments:

1. Resolution 15-16

RESOLUTION 15-16
ALLOWING THE CORBITT PRESERVATION ASSOCIATION
TO ASSUME RESPONSIBILITY FOR THE RENOVATION AND
MAINTENANCE OF THE BENNETT PERRY MUSEUM

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 KSO as follows: KSO 7: To expand Leisure and Cultural Services, Programs and Facilities, *and*

WHEREAS, Council approved the acceptance of Mr. Bennett Perry's home located at the corner of Church and North Chestnut streets and agreed to maintain same as a museum; *and*

WHEREAS, funding has not been sufficient for the renovations and upkeep needed; *and*

WHEREAS, Council endorsed the concept of the formation of the Henderson NC Preservation Committee (Committee) in hopes they can raise funds to provide said renovations and upkeep; *and*

WHEREAS, Corbitt Preservation Association (Association), is now willing to raise funds to renovate and maintain the Bennett Perry home as a museum in; *and*

WHEREAS, the City of Henderson will lease the Bennett Perry home to the Association for \$1.00 per year and maintain property insurance and in return the Association will renovate and maintain the Bennett Perry home as a museum.

NOW, THEREFORE BE IT RESOLVED BY THE HENDERSON CITY COUNCIL THAT IT DOES HEREBY APPROVE the leasing of the Bennett Perry house to the Corbitt Preservation Association as stated above; *and*

BE IT FURTHER RESOLVED BY THE HENDERSON CITY COUNCIL THAT IT DOES HEREBY authorize the City Attorney to formalize this action with a lease agreement.

The foregoing Resolution 15-16, upon motion of Council Member _____ and second by Council Member _____ and having been submitted to a roll call vote received the following votes and was _____ on this the ____th day of _____ 2015: YES: . NO: . ABSENT: ABSTAIN: _____

James D. O'Geary, Mayor

ATTEST:

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

D. Rix Edwards, City Attorney
*Reference: Minute Book 43, pp. ***.*

City Council Action Form

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



Council Meeting: 26 Jan 15 Short Reg. Meeting

21 January 2015

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

FR: Ed Wyatt, Interim City Manager

RE: CAF: 15-02

Consideration of Approval of Ordinance 15-01 FY 15 Budget Amendment #18, Closing out the Sanitary Sewer Replacement Project

Ladies and Gentlemen:

Council Retreat Goals Addressed By This Item:

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

Recommendation:

- Approval of Ordinance 15-01 FY 15 Budget Amendment #18, Closing out the Sanitary Sewer Replacement Project

Executive Summary:

On 25 October 2010, the City Council approved acceptance of a State Revolving Loan via Resolution 10-107, in the amount of \$1,000,000 for a Sanitary Sewer Rehabilitation Project, which enabled the City to reduce infiltration/inflow as well as the potential for sewer overflow. \$500,000 was a low interest loan and the remaining \$500,000 in principal forgiveness.

In addition, the City Council authorized the staff, via Resolution 12-24, to request the use of the remaining Rural Center Fund from the UV Replacement Project to be applied towards further improvements to the Sanitary Sewer System and this was approved by the Rural Center.

Many sewer mains have been replaced in the Sandy Creek Basin as well as a small portion of main on Garnett Street, utilizing as much of the funds as possible. This budget amendment will officially close out this project as all funds have been received from the Rural Center.

Attachments:

1. Ordinance 15-01
2. Resolution 10-107
3. Resolution 12-24

ORDINANCE 15-01

**FY 2014—2015 BUDGET AMENDMENT # 18
AN AMENDMENT TO THE CIP SEWER FUND
CLOSING OUT THE SANITARY SEWER REPLACEMENT 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 15-01			
FUND: 44: CIP SEWER		FY 14-15 Budget Amendment #18			
PROJECT: Sanitary Sewer Rehab/SRF		Amendment #3 to this Project Budget			
Project Budget Created on 13 Dec 10		Approved 13-Dec-10	Current Budget	Amendment	Revised
44: CIP SEWER REVENUES					
State Revolving Loan	44-851-3636001	\$ 5,000	\$ 500,000	\$ (500,000)	\$ -
State RFL Grant	44-851-366002	\$ 5,000	\$ 500,000	\$ (500,000)	
NC Rural Center Grant	44-851-458162	\$ -	\$ 110,334	\$ (110,334)	
Trans Fr: 31 Sewer Fund	44-851-461031	\$ -	\$ 20,000	\$ (20,000)	\$ -
	Total	\$ 10,000	\$ 1,130,334	\$ (1,130,334)	\$ -
					\$ -
44: CIP SEWER EXPENDITURES		Approved 13-Dec-10	Current Budget	Amendment	Revised
Preliminary Engineering	44-851-223002	\$ 10,000	\$ 10,000	\$ (10,000)	\$ -
Engineering Design	44-851-223003	\$ -	\$ 63,300	\$ (63,300)	\$ -
Engineering Construction Administration	44-851-223004	\$ -	\$ 23,000	\$ (23,000)	\$ -
Engineering Construction Observation	44-851-223005	\$ -	\$ 65,000	\$ (65,000)	\$ -
Capital Outlay Reserve - Not Yet Awarded	44-851-499099	\$ -	\$ -	\$ -	\$ -
Congingency	44-851-509900	\$ -	\$ -	\$ -	\$ -
Asset Management Plan	44-851-510101	\$ -	\$ -	\$ -	\$ -
Legal/Admin	44-851-510200	\$ -	\$ 2,700	\$ (2,700)	\$ -
Engineering Rkreport	44-851-510400	\$ -	\$ 946,334	\$ (946,334)	\$ -
Construction	44-851-567000	\$ -	\$ 20,000	\$ (20,000)	\$ -
SRF Closing Fee					
	Total	\$ 10,000	\$ 1,130,334	\$ (1,130,334)	\$ -
					\$ -
	Variance			\$ -	
Reference:		Notes:			
Res 10-83: 23 Aug 2010		Approval to submit grant application			
Res 10-107: 25 Oct 2010		Acceptance of State Revolving Loan/Grant in amount of \$1 million - \$500K grant/\$500K loan			
Res 10-117 & Ord 10-82: 22 Nov 2010 & 13 Dec 2010		Award of contract to O'Brien/Geer for Preliminary Engineering Report in amount of \$10K. Initial project budget established			
Res 11-52; CAF 11-79: 13 June 2011		Approval of contract with O'Brien/Geer for design contract; budget amendment not presented			
Ord 11-28; CAF 11-A-79: 12 Dec 2011		Approval of project budget - now aligned with Res 11-52. Project obligations to date have only been for engineering. The reserve of \$990K is for construction that will be bid and awarded subsequent to project design now underway.			
Ord 12-43; CAF 12-74: 25 June 2012		Award of Sanitary Sewer Replacement Project to H.G. Reynolds Company, Inc. in the amount of \$887,228.50 and budgeting balance of grant funds from the NC Rural Center Grant (remaining from the UV Replacement Project) and budgeting a transfer from the Sewer Fund of \$20K to complete funding of this project.			
CAF 15-02; Ord 15-01; BA #18: 26 Jan 2015		This budget ordinance serves to close out this project budget.			

The foregoing Ordinance 15-01, upon motion of Council Member *** and second by Council Member ***, and having been submitted to a roll call vote and received the following votes and was **** on this the 26th day of January 2015: YES: . NO: . ABSTAIN: . ABSENT: .

James D. O'Geary, Mayor

ATTEST:

Esther McCrackin, City Clerk

Reference: Minute Book 43, p.**; CAF 15-02

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 15-01 adopted by the Henderson, City Council in Regular Session on _____ 2015. This Ordinance is recorded in *Ordinance Book 9*, 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: _____
Edward A. Wyatt, Interim City Manager

RESOLUTION 10—107

A RESOLUTION OF THE HENDERSON CITY COUNCIL AUTHORIZING THE ACCEPTANCE OF LOAN INTEREST FOR STATE REVOLVING FUND (SRF) LOAN

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

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

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

WHEREAS, the City of Henderson (City) performed a sewer survey analysis that identified and prioritized the need for the repair and replacement of various mains within the wastewater collection system and has formulated a project described as *The Sanitary Sewer Rehabilitation Project*, the **Project**, to assist the City in the control of infiltration and inflow, *and*

WHEREAS, the Council authorized City Administration to submit a grant application on 23 August 2010 via Resolution 10—83, *and*

WHEREAS, the City received notice on 4 October 2010 that the City's proposed project was eligible for a loan amount of \$1,000,000 with \$500,000 of the total amount in the form of principal forgiveness.

NOW THEREFORE BE IT RESOLVED, by the City Council of the City of Henderson, North Carolina that it does hereby authorize the acceptance of the State Revolving Fund Loan, *and said loan award announcement being more fully articulated in Attachment No. 1 to this Resolution.*

BE IT FURTHER RESOLVED that the Mayor is hereby authorized to sign the grant award and other applicable documents as necessary to this grant acceptance.

The foregoing Resolution 10-107, on this the 25th day of October 2010 upon a motion by

Council Member Rainey and seconded by Council Member Inscoe and **APPROVED** by the following vote: YES: Coffey, Inscoe, Rainey, Peace-Jenkins, Daeke, Davis and Daye. 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. 690-691.

CERTIFICATION BY RECORDING OFFICER

**STATE OF NORTH CAROLINA
CITY OF HENDERSON**

I, A. Ray Griffin, Jr., the duly appointed, qualified Interim City Clerk of the City of Henderson, do hereby certify: That the foregoing/attached Resolution 10—107 is a true and correct copy of the Resolution authorizing the filing of an application with the State of North Carolina, as regularly adopted at a legally convened meeting of the Henderson City Council duly held on the 25th day of October 2010; and, further, that said Resolution has been fully recorded in the journal of proceedings and records in my office as follows: *Minute Book 41*, pp. 690-691 and *Resolution Book 1*, p. 673.

IN WITNESS WHEREOF, I have hereunto set my hand this 27th day of October 2010.

MUNICIPAL SEAL:

A. Ray Griffin, Jr.
Interim City Clerk

RESOLUTION 12-24

**A RESOLUTION OF THE HENDERSON CITY COUNCIL APPROVING THE
EXECUTION OF AN AMENDMENT TO CONTRACT # 2010-266-40101-112 AND
CONTRACT # 2008-349-40101-112 ALLOWING THE USE OF RURAL CENTER
FUNDS ORIGINALLY APPROVED FOR THE UV REPLACEMENT TO BE UTILIZED
FOR FURTHER IMPROVEMENTS TO THE SANITARY SEWER SYSTEM FOR
REDUCTION OF INFILTRATION/INFLOW**

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

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

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

WHEREAS, the UV Replacement Project is complete and there is approximately \$110,000 remaining in Rural Center funds for the UV project; *and*

WHEREAS, the Rural Center staff has indicated that the city could use the remaining funds for additional sewer rehab work to reduce infiltration/inflow; *and*

WHEREAS, the City of Henderson performed a sewer survey analysis that identified and prioritized the need for the repair and replacement of various mains within the wastewater collection system, *and*

WHEREAS, the City of Henderson intends to use the remaining grant assistance to perform further sewer rehab work within the Sandy Creek Basin at an estimated cost of \$110,000.

NOW THEREFORE BE IT RESOLVED, by the City Council of the City of Henderson, North Carolina:

That City of Henderson, does hereby seek the use of excess funds from the UV replacement system at the Henderson Water Reclamation Facility, (contract #2010-266-40109-112) and also use of any excess funds in the sanitary sewer rehab project (contract # 2008-349-40101-112)

That the **Applicant** will provide for efficient operation and maintenance of the project on completion of construction thereof.

That James D. O'Geary, Mayor, the **Authorized Official**, and successors so titled, is hereby authorized to execute and sign an amendment on behalf of the **Applicant** with the State of North Carolina for a grant to aid in the construction of the project described above.

That the **Authorized Official**, and successors so titled, is hereby authorized and directed to furnish such information as the appropriate State agency may request in connection with such application or the project; to make the assurances as contained above; and to execute such other documents as may be required in connection with the amendment as required.

That the **Applicant** has substantially complied or will substantially comply with all Federal, State, and local laws, rules, regulations, and ordinances applicable to the project and to Federal and State grants and loans pertaining thereto.

The foregoing Resolution 12-24, upon motion of Council Member Inscoe and seconded by Council Member Rainey, and having been submitted to a roll call vote received the following votes and was APPROVED on this the 26th day of March 2012: YES: Coffey, Inscoe, Rainey, Daeke, Daye and Kearney. NO: None. ABSTAIN: None. ABSENT: Davis and Peace-Jenkins.

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. 412

City Council Action Form

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



Agenda Item: _____

Council Meeting: 26 Jan 15 Short Reg. Meeting

20 January 2015

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

FR: Ed Wyatt, Interim City Manager

RE: CAF 15-21

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

Ladies and Gentlemen:

Recommendation:

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

Executive Summary

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

Dec 2014 Tax Releases & Refunds			
Name	Reason	Tax Year	Amount
Real & Personal Property			
Releases			
Taylor, Carrie Mrs.	Taxes Lost to Foreclosure	2003	17.20
Williams, Billy D. Heir	Taxes Lost to Foreclosure	2003	3.05
Taylor, Carrie Mrs.	Taxes Lost to Foreclosure	2004	18.05
Williams, Billy D. Heir	Taxes Lost to Foreclosure	2004	3.20
Taylor, Carrie Mrs.	Taxes Lost to Foreclosure	2005	18.89
Williams, Billy D. Heir	Taxes Lost to Foreclosure	2005	3.35
Taylor, Carrie Mrs.	Taxes Lost to Foreclosure	2006	18.89
Williams, Billy D. Heir	Taxes Lost to Foreclosure	2006	123.35
Taylor, Carrie Mrs.	Taxes Lost to Foreclosure	2007	18.89
Williams, Billy D. Heir	Taxes Lost to Foreclosure	2007	183.35

Dec 2014 Tax Release & Refunds Continued

Taylor, Carrie Mrs.	Taxes Lost to Foreclosure	2008	17.97
Williams, Billy D. Heir	Taxes Lost to Foreclosure	2008	2,509.66
Yarborough, Carolyn A.	Taxes Lost to Foreclosure	2008	54.24
Taylor, Carrie Mrs.	Taxes Lost to Foreclosure	2009	18.60
Williams, Billy D. Heir	Taxes Lost to Foreclosure	2009	34.63
Yarborough, Carolyn A.	Taxes Lost to Foreclosure	2009	56.16
Taylor, Carrie Mrs.	Taxes Lost to Foreclosure	2010	18.60
Williams, Billy D. Heir	Taxes Lost to Foreclosure	2010	34.63
Yarborough, Carolyn A.	Taxes Lost to Foreclosure	2010	56.16
Taylor, Carrie Mrs.	Taxes Lost to Foreclosure	2011	18.57
Williams, Billy D. Heir	Taxes Lost to Foreclosure	2011	34.63
Yarborough, Carolyn A.	Taxes Lost to Foreclosure	2011	3,536.67
Taylor, Carrie Mrs.	Taxes Lost to Foreclosure	2012	18.57
Williams, Billy D. Heir	Taxes Lost to Foreclosure	2012	34.63
Yarborough, Carolyn A.	Taxes Lost to Foreclosure	2012	26.01
Arias, Gabriella	Correct Ownership	2013	(82.21)
Pena, Amada Morales	Correct Ownership	2013	82.21
Taylor, Carrie Mrs.	Taxes Lost to Foreclosure	2013	19.69
Williams, Billy D. Heir	Taxes Lost to Foreclosure	2013	336.70
Yarborough, Carolyn A.	Taxes Lost to Foreclosure	2013	27.57
Arias, Gabriela	Correct Ownership	2014	(82.21)
BB&T Company	Correct Ownership	2014	432.08
Barrett, Marcia L.	Correct Ownership	2014	(432.08)
Hamlett Investments	Correct Value	2014	80.47
Hamlett Investments	Remove Solid Waste Fee	2014	(6.20)
Muzak, LLC	Correct Value	2014	(90.93)
Pena, Amada Morales	Correct Ownership	2014	82.21
Taylor, Carrie Mrs.	Taxes Lost to Foreclosure	2014	19.69
Valdez, Salvador Rodriguez	Correct Value	2014	(52.93)
Williams, Billy D. Heir	Taxes Lost to Foreclosure	2014	36.70
Yarborough, Carolyn A.	Taxes Lost to Foreclosure	2014	27.57
Total R&P Property Releases			7,276.28
Real & Personal Property			
Refunds			
BB&T Company	Correct Value	2010	1,496.08
BB&T Company	Correct Value	2011	1,206.79
BB&T Company	Correct Value	2012	983.28
BB&T Company	Correct Value	2013	805.23
Total R & P Property Refunds			4,491.38
Total R&P Prop. Rel. & Ref.			11,767.66
Vehicle Releases			
Dewell, Teresa Lynn	Pro-Rate	2013	1.75
Total Vehicle Releases			1.75
Vehicle Refunds	None		-
Total Vehicle Refunds			-
Tot. Veh. Rel. & Ref.			1.75
Total All Releases & Refunds Dec 2014			11,769.41

City Council Action Form

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



Council Meeting: 26 January 14 Work Session

14 January 2015

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

FR: Edward A. Wyatt, Interim City Manager

RE: CM: 15-02

RE: Soliciting Commercial Real Estate Brokers to Sell a City of Henderson, North Carolina Property Update

Ladies and Gentlemen:

During the 8 December 2014 Council meeting, the City Clerk was asked, via Resolution 14-04, to advertise a Request for Proposal (RFP) seeking qualified commercial real estate brokers to market and sell the former First National Bank building located at 213 South Garnett Street, Henderson, NC.

An RFP was created and properly advertised, including posting on the City of Henderson's web page. No interest was shown in this sale and as of January 12, 2015 at 5:00 p.m., which was the deadline for submitting a proposal, no proposals were received.

Meetings and Events Calendar

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

Date	Time	Event	Location
Jan 28 th	6:00 PM	City Council Strategic Planning Retreat Dinner	Henderson Country Club
Jan 29 th	8:30 AM	City Council Strategic Planning Retreat	Perry Memorial Library Farm Bureau Room
Jan 30 th	10:00 AM	Henderson-Vance 911 Advisory Board Meeting	E-911 Operations Center
Feb 2 nd	3:30 PM	Henderson Planning Board Meeting	City Council Chambers
Feb 3 rd	3:30 PM	Henderson Zoning Advisory Board Meeting	City Council Chambers
Feb 9 th	9:30 AM	KLRWS Advisory Board Meeting	City Hall Large Conference Room
Feb 9 th	6:00 PM	City Council Regular Meeting	City Council Chambers
Feb 12 th	12:00 PM	Henderson-Vance Parks & Recreation Commission Meeting	Aycock Recreation Center
Feb 19 th	7:00 PM	Human Relations Commission Meeting	City Council Chambers
Feb 23 rd	6:00 PM	City Council Short Reg. Meeting Work Session to Immediately Follow	City Council Chambers
Mar 2 nd	3:30 PM	Henderson Planning Board Meeting	City Council Chambers
Mar 3 rd	3:30 PM	Henderson Zoning Advisory Board Meeting	City Council Chambers
Mar 9 th	5:00 PM	Perry Memorial Library Advisory Board Meeting	Perry Memorial Library
Mar 9 th	6:00 PM	City Council Regular Meeting	City Council Chambers
Mar 12 th	12:00 PM	Henderson-Vance Parks & Recreation Commission Meeting	Aycock Recreation Center
Mar 19 th	7:00 PM	Human Relations Commission Meeting	City Council Chambers
Mar 23 rd	6:00 PM	City Council Short Reg. Meeting Work Session to Immediately Follow	City Council Chambers
Mar 27 th	10:00 AM	Henderson-Vance 911 Advisory Board Meeting	E-911 Operations Center
Apr 3 rd	City Hall Closed		City Hall Closed
Apr 6 th	3:30 PM	Henderson Planning Board Meeting	City Council Chambers
Apr 7 th	3:30 PM	Henderson Zoning Advisory Board Meeting	City Council Chambers
Apr 9 th	12:00 PM	Henderson-Vance Parks & Recreation Commission Meeting	Aycock Recreation Center

Last Updated 22 January 2015

City Council Action Form

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



Council Meeting: 26 Jan 15 Work Session

13 January 2015

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

FR: Ed Wyatt, Interim City Manager

RE: CAF: 15-01

Consideration of Approval of Resolution 15-01, Amending the Water and Sewer Capital Improvements Plan

Ladies and Gentlemen:

Council Retreat Goals Addressed By This Item:

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

Recommendation:

- Approval of Resolution 15-01, Amending the Water and Sewer Capital Improvements Plan

Executive Summary:

The City received funding in 2010 from the NC Rural Center to develop a multi-year Capital Improvements Plan. The plan was adopted 13 June 2011 by Resolution 11-59 and has been utilized in planning and development of water and sewer capital improvement projects.

The Plan is designed to be updated annually to project costs and identify new projects that will aid in developing the annual budget. McGill Associates has worked on revising the multi-year Capital Improvements Plan to accurately reflect existing and new projects, as well as identifying existing revenues to fund the projects and any debt service associated with loan payments. In conjunction with these revisions, McGill has also identified possible projected rate increases which would be needed to fund the projects, along with the operating expenses.

Attachment:

1. Resolution 15-01

RESOLUTION 15-01

AMENDING THE MULTIYEAR WATER AND SEWER UTILITIES CAPITAL IMPROVEMENTS PLAN (CIP)

WHEREAS, the City Council (Council) of the City of Henderson, North Carolina (City) conducted its Annual Planning Retreat in February 2014, and during said retreat identified eight Key Strategic Objectives (KSOs) and Goals and 12 Core Values; *and*

WHEREAS, this Resolution addresses one of the Key Strategic Objectives: KSO 5: To Provide Reliable, Dependable and Environmentally Compliant Infrastructure Systems; *and*

WHEREAS, the Council approved applying for a planning grant from the Rural Center for the development a CIP via Resolution 09-70 and accepted this grant award via Resolution 10-50; *and*

WHEREAS, the engineering firm of McGill Associates presented the prepared CIP to the Council which can be used for the Fiscal Year 2015 - 2016 budget deliberations; *and*

WHEREAS, the CIP requires periodic adjustments to reflect updated projects and costs data, and McGill has been working with the City in performing these updates; *and*

NOW, THEREFORE BE IT RESOLVED BY THE COUNCIL THAT IT DOES HEREBY APPROVE the amended CIP, a copy which is on file in the Office of the City Clerk.

The foregoing Resolution 15-01, introduced by Council Member _____ and seconded by Council Member _____ on this the _____ day of _____ 2015, and having been submitted to a roll call vote, was _____ by the following votes: YES: _____ NO: . ABSTAIN: . ABSENT: .

James D. O'Geary, Mayor

ATTEST:

Esther J. McCrackin, City Clerk

Approved to Legal Form:

D. Rix Edwards, City Attorney

(Reference: Minute Book 4*, p. ***)