



AGENDA

Henderson City Council Regular Meeting

Monday 9 March 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

Edward A. Wyatt, Interim 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) 23 February 2015 Short Regular Meeting and Work Session. [See Notebook Tab 1]

VII. 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

VIII. NEW BUSINESS

a) Consideration of Approval of Resolution 15-23, Authorizing Change Order #3 for an Additional Area of Water Main and Services Replacement to the 2" Water Main and Services Replacement Project Subject to Approval from DWSRF and Availability of Remaining Funds. (CAF 15-38) [See Notebook Tab 2]

- Resolution 15-23

b) Consideration of Approval of Resolution 15-22, Authorizing the Mayor and Interim City Manager to Sign the State Archives Records Retention Schedule Amendment. (CAF 15-37) [See Notebook Tab 3]

- Resolution 15-22

c) Consideration of Approval of Resolution 15-08, Directing the Clerk for the City of Henderson, North Carolina (City) to Investigate the Sufficiency of an Annexation Petition. (CAF 15-09) [See Notebook Tab 4]

- Resolution 15-08

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.

IX. 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

X. REPORTS

- a)** Mayor/Mayor Pro-Tem (No Report)
- b)** Interim City Manager (No Report)
- c)** City Attorney (No Report)
- d)** City Clerk
 - i. Meeting and Events Calendar *[See Notebook Tab 5]*
 - ii. Fire Department Report for February
 - iii. Multiple Sclerosis Awareness Week Proclamation
 - iv. St. Baldrick's Foundation Day Proclamation

XI. WORK SESSION

- a)** Consideration of a Work Order/Asset Management System. (CM 15-03) *[See Notebook Tab 6]*
- b)** Green Rural Development Co-Op. (M/CC-51) *[See Notebook Tab 7]*

XII. ADJOURNMENT

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

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- 6)** Comments involving matters related to an on-going police investigative matter and/or the court system will not be permitted; and
- 7)** Citizens should not expect specific Council action, deliberation and/or comment on subject matter brought up during the public comment section unless and until it has been scheduled as a business item on a future meeting agenda.

City Council Minutes - DRAFT

Short Regular Meeting and Work Session

23 February 2015

PRESENT

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

ABSENT

None.

STAFF PRESENT

Interim City Manager Edward A. Wyatt, City Attorney D. Rix Edwards, City Clerk Esther J. McCrackin, Assistant City Manager Frank Frazier, Finance Director Kathy Brafford, Development Services Director Corey Williams, Engineering Director Clark Thomas, Public Services Director Mike Ross, Recreation and Parks Director Kendrick Vann, Police Chief Marcus Barrow, Captain Vance Johnson and Officer Tony Pendergrass.

CALL TO ORDER

The 23 February 2015 Short Regular Meeting and Work Session of the Henderson City Council was called to order by Mayor James D. O'Geary at 6:01 p.m. in the R. G. "Chick" Young, Jr. Council Chambers, Municipal Building, 134 Rose Avenue, Henderson, NC.

ROLL CALL

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

INVOCATION AND PLEDGE OF ALLEGIANCE

Council Member Fearldine Simmons led those in attendance in a prayer and the Pledge of Allegiance.

WELCOME

Mayor O'Geary extended a warm welcomed to Council and the many citizens in attendance.

ADJUSTMENTS TO/APPROVAL OF AGENDA

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

APPROVAL OF MINUTES

Mayor O'Geary asked for any corrections to and/or approval of the minutes. Council Member Kearney moved the approval of the 9 February 2015 Regular Meeting minutes, as presented. Motion seconded by Council Member Inscoe, and unanimously approved.

PUBLIC HEARING

Rezoning Certain Property at 456 Spring Valley Road from R-20, Low Density Residential, to RA, Residential/Agricultural Use. (*Reference: CAF 15-31; Ordinance 15-12*)

Development Services Director Williams explained an application was submitted seeking a rezoning of 40.60 acres within the City's extraterritorial jurisdiction (ETJ) which would allow the applicant to apply for a special use permit to establish a solar farm. It was emphasized that if the rezoning is approved it will include all uses under RA, not just solar farms. After hearing both pros and cons for this rezoning, the Planning Board approved the request with a four to one vote with one member abstaining.

Council Member Daeke asked for verification that solar farms are not the only uses under RA and also inquired about the requirements for special use permits such as setbacks. He expressed concern that currently there are no specific guidelines for establishing solar farms.

Council Member Kearney asked Mr. Williams to name other RA uses. Mr. Williams responded, farm related uses, utilities, turbines, and crematories are some of the allowed uses. Mr. Kearney also asked about a prior discussion regarding solar structures and turbines.

Council Member Rainey, as Chairperson of the Planning Board, related some of the Planning Board discussion such as the need for screening around the solar farm and harmony with neighbors.

With no further discussion, Mayor O'Geary opened the Public Hearing by asking if anyone was present who wished to speak in favor of this rezoning.

David J. Neill, Smith, Moore, Leatherwood, LLP, 2 Hannover Square, Raleigh, NC

Attorney Neill represented the property owners, Edward (Butch) and Donna Spain. He stated the TRC Committee has reviewed this request and found no objection. He also said the use of this property is consistent with the 2010 Comprehensive Plan. He explained the 20 acres not under consideration this evening is located in the County and already zoned for agricultural use. Attorney Neill emphasized the solar panels do not damage the land so there should be no

problem if it reverts back to farm land in the future. He then asked the owner, the solar company representative, and the appraiser to come forward to address Council.

After the other three individuals addressed Council, Mr. Neill concluded the presentation by referring back to the City's Comprehensive Plan which listed this area as undevelopable land. He said a solar farm would make productive use of the land, will not "salt" the earth and asked for Council's support to move forward with this project.

Edward (Butch) Spain, 456 Spring Valley Road Mr. Spain shared his background, including an agricultural degree, and said he wants to keep the land available for agriculture. He said currently his residence and one other structure are on the property; one being his home. He asked Council to please consider rezoning this property to RA.

Louis Iannone, Strata Solar, Raleigh, NC Mr. Iannone said Strata Solar is one of the top 4-5 engineering firms in the country and they have completed similar projects throughout the country of this nature.

Richard Kirkland, Kirkland Appraisals, 9408 Northfield Court, Raleigh, NC As an appraiser, Mr. Kirkland said the RA zoning is consistent with the area and in his opinion, the solar farm would have no impact on the values of surrounding properties. He continued saying there will be no noise, no odors and no traffic associated with the solar farm.

Andrea Harris, 340 West Rock Spring Street, Henderson, NC Ms. Harris is familiar with this solar company and said they are good corporate citizens. She expressed her feelings that they will be excellent corporate partners.

As other citizens came forward, Mayor O'Geary then asked if anyone was present who wished to speak in opposition to this rezoning.

William Edwards, 550 Spring Valley Lake Road, Henderson, NC Mr. Edwards is an adjacent owner to the property being discussed who is not opposed to green/solar energy; however, expressed the following concerns: 1) no long-term jobs will be created, and 2) the farm will raise no income for the City of Henderson. He said there are approximately 80-85 residential dwellings on Spring Valley Lake Road which will have to pass by the solar farm every day. Mr. Edwards also cited the City's Comprehensive Plan saying this area is one of potential growth and rooftops, which will be forfeited with the establishment of a solar farm. He felt resale values would be impacted and asked Council to disapprove this action.

As one else came forward, Mayor O'Geary closed the Public Hearing and asked for Council's pleasure.

Council Member Daeke inquired whether glare from the panels would affect neighboring residents and/or traffic. Mr. Iannone responded, saying his firm works with a company out of Boston, Harris, Miller, Miller and Hanson, that has found minimum glare early in the morning and late at night. Mr. Iannone did not provide any specific data regarding the intensity.

Council Member Inscoe asked Mr. Williams if all the residents in the area were notified of this rezoning. Mr. Williams responded only adjacent properties are required to be notified. He added the public notice sign regarding the rezoning was placed on the property, as required.

Council Member Kearney said he is not against green energy but expressed reservations regarding this rezoning because the specifics of solar are not familiar to him. Council Member Inscoe expressed concern as there are no established design standards and felt the “cart is coming before the horse.” Council Member Coffey felt standards should be established. Council Member Peace-Jenkins said she is grateful this issue is being discussed as it will certainly come up again.

Council Member Inscoe suggested this issue be tabled so design standards can be established. Interim City Manager Wyatt asked that Council not *table* the issue but set a time certain for further discussion.

A discussion ensued regarding what committee should set the standards. Council Member Coffey said she would be willing to make a motion to take this issue back to the Planning Board for further discussion and its findings to be brought back to Council.

Motion was made by Council Member Kearney to remand this issue back to the Planning Board for a Special Meeting to establish design standards and for this public hearing to be continued until such time as the Planning Board brings those proposed standards back to Council. Motion seconded by Council Member Coffey and APPROVED by the following vote: YES: Kearney, Coffey, Inscoe, Rainey, Peace-Jenkins, Daeke, Simmons and Daye. NO: None. ABSTAIN: None. ABSENT: None.

Mayor O’Geary thanked everyone for their input.

Amending the City of Henderson, North Carolina (City) Zoning Ordinance to Allow Construction of Greenhouses in City Zoning Districts with Certain Limitations. (CAF 15-32; Ordinance 15-13)

Interim City Manager Wyatt said this is a very positive ordinance which envisions use of blighted property for agricultural purposes. Development Services Director Williams explained further that as accessory structures, greenhouses must not exceed 20% of the size of the primary structure on the property. Greenhouses that exceed 20% or are the primary use of the property will require a special use permit if located in the following districts: Office Institutional, Office Institutional “A”, High Density Residential, Moderate to High Density Residential-HUD Code Home District, Moderate to Low Density Residential – HUD Code Home District, Low Density Residential and Very Low Density Residential.

Council Member Daeke asked if greenhouses would be allowed in front yards. Mr. Williams responded they would not; only side or back yards may be used.

Council Member Inscoe asked if there are restrictions on the type of material used and Council Member Coffey asked if any special materials are needed. Mr. Williams said they would not,

although different polymers were discussed. He added certain size greenhouses will need approval by the building inspector as anchors will be required by code.

Council Member Kearney asked what other cities require. Mr. Williams said the Town of Matthews allows greenhouses in all districts. Another municipality does not allow greenhouses in heavily industrial districts. Mr. Williams said greenhouses allow for longer gardening seasons.

Mr. Kearney referenced vacant properties and Mr. Williams said special use permits are required to meet design criteria.

Council Member Rainey, as the Planning Board Chairperson, reported the Board felt this amendment could lead to community gardens and potential good use of vacant space.

With no further discussion, Mayor O'Geary opened the Public Hearing by asking if anyone was present who wished to speak in favor of this rezoning.

Marion Brody, 526 Lone Street, Henderson, NC Ms. Brody said gardens bring hope and the community together. She has seen interest grow in the existing gardens in the area of Chestnut/Hamilton/Pearl streets and asked Council to approve this amendment.

Ardis Cruz, 424 Hamilton Street, Henderson, NC Ms. Cruz shared how important urban gardens are to a community and visualizes Henderson as a self-sustaining community to feed its residents and even other communities. She urged Council to please consider approving this amendment.

Andrea Harris, 340 West Rock Spring Street, Henderson, NC Ms. Harris said she is happy about the excitement greenhouses generate. Ms. Harris also urged Council to approve this amendment.

Marcus Barrow, Henderson Police Chief Chief Barrow said he is proud of the changes he has seen in the Hamilton/Chestnut street area. He said this is an area that has seen crimes, especially heinous crimes, lowered since the gardening project began.

Rudy Turner, 2725 Gross Avenue, Wake Forest, NC Mr. Turner is an educator who said he can see no negatives to greenhouses and raising food for sustaining the community. He said for children who have no idea where food comes from, other than the grocery store, this is a lasting learning experience.

As other citizens came forward to voice an opinion in favor of this amendment, Mayor O'Geary asked if anyone was present who wished to speak in opposition to the amendment. No one came forward.

Mayor O'Geary then closed the Public Hearing and asked for Council's pleasure.

Motion was made by Council Member Kearney to approve Ordinance 15-13, *Amending the City of Henderson, North Carolina (City) Zoning Ordinance to Allow Construction of Greenhouses in City Zoning Districts with Certain Limitations*. Motion seconded by Council Member Coffey, and APPROVED by the following vote: YES: Coffey, Inscoe, Rainey, Peace-Jenkins, Daeke, Simmons, Daye and Kearney. NO: None. ABSTAIN: None. ABSENT: None. (See Ordinance Book 9, p 219)

To Allow Administrative Approvals for Certain City of Henderson, North Carolina (City) Zoning Ordinance and Subdivision Regulation Matters. (CAF 15-33; Ordinance 15-14)

Interim City Manager Wyatt introduced this item and then Development Services Director Williams explained Zoning Ordinance Section 703.4 and City Code Section 2.1 allow for multiple non-conforming dwelling units on one lot to be subdivided into parcels. Both, however, are silent as to whether such divisions must be approved by the Planning Board. He said this is a housekeeping matter to allow administrative staff to sign off on exempt plats under Section 703.4 of the Zoning Ordinance and Section 2.1 of the City Code.

There was no discussion by Council.

Mayor O'Geary opened the Public Hearing by asking if anyone was present who wished to speak in favor of this rezoning. As one came forward, Mayor O'Geary then asked if anyone was present who wished to speak in opposition to the amendment. No one came forward.

Mayor O'Geary closed the Public Hearing and asked for Council's pleasure.

Motion was made by Council Member Rainey to approve Ordinance 15-14, *To Allow Administrative Approvals for Certain City of Henderson, North Carolina (City) Zoning Ordinance and Subdivision Regulation Matters*. Motion seconded by Council Member Daye, and APPROVED by the following vote: YES: Inscoe, Rainey, Peace-Jenkins, Daeke, Simmons, Daye, Kearney, and Coffey. NO: None. ABSTAIN: None. ABSENT: None. (See Ordinance Book 9, p 219)

PUBLIC COMMENT PERIOD ON AGENDA ITEMS

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

NEW BUSINESS

Appropriate Fund Balance Arising from State Asset Forfeitures to Fund the Purchase of a Microception Video Recording Unit and a New Computer Server for the Police Department. (Reference: CAF 15-30; Ordinance 15-11; Budget Amendment #22)

Interim City Manager Wyatt said NCGS §15A-211 requires law enforcement agencies to record interviews and interrogations in many investigations. Recordings must be included in information provided the District Attorney and in cases requiring discovery. The DVR

component of the existing Microception Video unit is broken and needs to be replaced as soon as possible. Mr. Wyatt said the cost of replacing the unit is \$13,150.

As were no questions, Mayor O'Geary asked for Council's pleasure.

Motion was made by Council Member Inscoe to approve Ordinance 15-11, *Appropriate Fund Balance Arising from State Asset Forfeitures to Fund the Purchase of a Microception Video Recording Unit and a New Computer Server for the Police Department*. Motion seconded by Council Member Coffey, and APPROVED by the following vote: YES: Rainey, Peace-Jenkins, Daeke, Simmons, Daye, Kearney, Coffey and Inscoe. NO: None. ABSTAIN: None. ABSENT: None. (See Ordinance Book 9, p 215)

Providing for the Disposition of Property Jointly Held by the City of Henderson and Vance County and Located at 255 Andrews Avenue. (Reference: CAF 15-24; Resolution 15-18)

Interim City Manager Wyatt reported the County has received a \$5,000 offer to purchase 255 Andrews Avenue. The property is assessed at \$92,981 and prior to tax foreclosure, the unpaid taxes totaled \$18,880, with the City's portion of unpaid taxes totaling \$8,028. The City has no liens against the property for weed abatement. Approval of this request will allow transfer of 255 Andrews Avenue to Vance County with the understanding the proceeds of the sale will be shared on a pro-rata basis.

Council Member Inscoe asked if the information provided correctly stated the property was foreclosed upon and sold to the County and City for \$18,550. The response was the information is correct.

As the building is currently occupied, Mr. Wyatt noted that through the League of Municipalities, the City has the proper liability insurance coverage

There was a brief discussion regarding the foreclosure process with Council agreeing that the County should consider establishing a minimum bid based on the property value.

Motion was made by Council Member Coffey to *Request the County to Consider Setting a Minimum Bid on Foreclosed Property Based on the Assessed Tax Value*. Motion seconded by Council Member Daeke and APPROVED by the following vote: YES: Peace-Jenkins, Daeke, Simmons, Daye, Kearney, Coffey, Inscoe and Rainey.

Interim City Manager Wyatt thanked Council for its decision.

Award of FY15 Audit Contract Between the City of Henderson and William L. Stark and Company to Conduct the Annual Audit for Fiscal Year 2014-2015. (Reference: CAF 15-36; Resolution 15-21)

Interim City Manager Wyatt said William L. Stark and Company has done an excellent job in completing the City's audit over the last three years. After meeting with Finance Director Brafford and members of the audit firm, Mr. Wyatt recommends Council approve William L.

Stark and Company to conduct the audit for the 4th consecutive year. The fee for FY15 will not exceed \$45,833.

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

Motion was made by Council Member Rainey to approve Resolution 15-21, *Award of FY15 Audit Contract Between the City of Henderson and William L. Stark and Company to Conduct the Annual Audit for Fiscal Year 2014-2015*. Motion seconded by Council Member Daye, and APPROVED by the following vote: YES: Daeke, Simmons, Daye, Kearney, Coffey, Inscoc, Rainey and Peace-Jenkins. NO: None. ABSTAIN: None. ABSENT: None. (See Resolution Book 4, p 183)

Budget the Proceeds of an Insurance Reimbursement to Offset the Cost of Purchasing a New Gator for the Recreation Department. (Reference: CAF 15-34; Ordinance 15-15; Budget Amendment #20)

Interim City Manager Wyatt said in October, a John Deer Gator, stored at the secured maintenance facility at Fox Pond Park, was stolen. The Gator is needed for the upkeep of ball fields as it is used to drag fields. Proceeds of \$5,741.50 have been received from the insurance company and will be used to purchase a new Gator. An additional \$4,800 will be transferred to the capital outlay account via a budget transfer to cover the estimated cost of \$10,500 necessary to replace the Gator.

Council Member Rainey asked if this purchase will be for a new Gator, and Mr. Wyatt said it will be new.

Council Member Daeke asked if there are any plans in place to keep the new Gator in a safer location. Chief Barrow said his officers are working with the Recreation and Parks staff on security issues and establishing a plan. The Chief noted the stolen Gator had been stored in a locked building which was enclosed with a locked fence.

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

Motion was made by Council Member Coffey to approve Ordinance 15-15, *Budget the Proceeds of an Insurance Reimbursement to Offset the Cost of Purchasing a New Gator for the Recreation Department*. Motion seconded by Council Member Daeke, and APPROVED by the following vote: YES: Simmons, Daye, Kearney, Coffey, Inscoc, Rainey, Peace-Jenkins, and Daeke. NO: None. ABSTAIN: None. ABSENT: None. (See Ordinance Book 9, p 223)

Amending the Budget for the 2014 BJA Grant. (Reference: CAF 15-29; Ordinance 15-10; Budget Amendment #21)

Interim City Manager Wyatt explained Council approved in 2014 Resolution 14-39-A to accept a BJA JAG Grant in the amount of \$16,935. The City's portion of \$10,161 was designated to purchase three in-car cameras. The total purchase cost was \$14,460, so Council is being asked to

approve a transfer of \$4,299 from the Police Department's Asset Forfeiture Grant Match Funds Account to the BJA JAG 2014 Grant Account.

Council asked for the Asset Forfeiture Fund balance. Finance Director Brafford will send this information to Council tomorrow.

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

Motion was made by Council Member Rainey to approve Ordinance 15-10, *Amending the Budget for the 2014 BJA Grant*. Motion seconded by Council Member Kearney, and APPROVED by the following vote: YES: Daye, Kearney, Coffey, Inscoe, Rainey, Peace-Jenkins, Daeke and Simmons. NO: None. ABSTAIN: None. ABSENT: None. (See Ordinance Book 9 p 213)

Tax Releases and Refunds from Vance County for the Month of January 2015. (Reference: CAF 15-35) Below are the tax releases and refunds which were found to be in order by the Finance Director for the month of January 2015.

January 2015 Tax Releases & Refunds			
Name	Reason	Tax Year	Amount
Real & Personal Property Releases			
A Colored Strand, Inc	Mass Abatement	2004	\$ 181.54
Alston, D. Bernard	Mass Abatement	2004	\$ 60.42
Brame, James A. Sr. Heirs	Mass Abatement	2004	\$ 41.54
Brown, Rosa E. Heirs	Mass Abatement	2004	\$ 1,976.94
CitiFinancial, Inc.	Mass Abatement	2004	\$ 315.36
Creative Real Estate	Mass Abatement	2004	\$ 320.00
Evans, Wallace	Mass Abatement	2004	\$ 11.94
Gerber, Ralph W.	Mass Abatement	2004	\$ 483.90
Gray, Mary F. Heirs	Mass Abatement	2004	\$ 114.75
Green, James P. Jr. Attorney	Mass Abatement	2004	\$ 8.32
Gupton, Harvey T. Jr.	Mass Abatement	2004	\$ 43.26

January 2015 Tax Release & Refunds Continued

Hendley, Billy Sr.	Mass Abatement	2004	\$ 21.89
Howard, L. T. Jr. Heirs	Mass Abatement	2004	\$ 3.39
Immosquyen T. O.D.P.A.	Mass Abatement	2004	\$ 8.13
Jones, Earnestine	Mass Abatement	2004	\$ 8.13
King, Joseph S.	Mass Abatement	2004	\$ 284.29
Marrow, Alice & Vandergriftj.	Mass Abatement	2004	\$ 8.32
Norwood, Roy J.	Mass Abatement	2004	\$ 4.70
Ramsey, Charles R.	Mass Abatement	2004	\$ 938.75
RDS Corporation T/A CMC	Mass Abatement	2004	\$ 5.38
Riggan, Mattie	Mass Abatement	2004	\$ 84.42
Royster, John Heirs	Mass Abatement	2004	\$ 27.26
Southerland, M. A. Children	Mass Abatement	2004	\$ 7.74
Southerland, Rosa	Mass Abatement	2004	\$ 7.30
Steed, Pauline	Mass Abatement	2004	\$ 10.37
Terry E. C. Funeral Service, Inc.	Lost to Foreclosure	2004	\$ 3,396.18
Williams, Derylvon	Mass Abatement	2004	\$ 453.57
Zuma, LLC	Mass Abatement	2004	\$ 19.26
Terry E. C. Funeral Service, Inc.	Lost to Foreclosure	2005	\$ 102.58
Terry, Ernest C	Lost to Foreclosure	2005	\$ 586.85
Terry E. C. Funeral Service, Inc.	Lost to Foreclosure	2006	\$ 102.58
Terry, Ernest C	Lost to Foreclosure	2006	\$ 586.85
Terry E. C. Funeral Service, Inc.	Lost to Foreclosure	2007	\$ 102.58
Terry, Ernest C	Lost to Foreclosure	2007	\$ 586.85
Stewardardson, Parks M	Lost to Foreclosure	2008	\$ 22.60
Terry E. C. Funeral Service, Inc.	Lost to Foreclosure	2008	\$ 102.27
Terry, Ernest C	Lost to Foreclosure	2008	\$ 525.34
Stewardardson, Parks M	Lost to Foreclosure	2009	\$ 23.40
Terry E. C. Funeral Service, Inc.	Lost to Foreclosure	2009	\$ 105.89
Terry, Ernest C	Lost to Foreclosure	2009	\$ 543.93
Stewardardson, Parks M	Lost to Foreclosure	2010	\$ 23.40
Terry E. C. Funeral Service, Inc.	Lost to Foreclosure	2010	\$ 105.89
Terry, Ernest C	Lost to Foreclosure	2010	\$ 543.93
Stewardardson, Parks M	Lost to Foreclosure	2011	\$ 58.50
Terry E. C. Funeral Service, Inc.	Lost to Foreclosure	2011	\$ 105.86
Terry, Ernest C	Lost to Foreclosure	2011	\$ 543.94
Stewardardson, Parks M	Lost to Foreclosure	2012	\$ 58.50
Terry E. C. Funeral Service, Inc.	Lost to Foreclosure	2012	\$ 224.64
Terry, Ernest C	Lost to Foreclosure	2012	\$ 543.94

January 2015 Tax Release & Refunds Continued

Arias, Gabriela	Correct Ownership	2013	\$ 45.35
Modesto, Mariano Garci	Correct Ownership	2013	\$ (45.35)
Stewardardson, Parks M	Lost to Foreclosure	2013	\$ 62.00
Terry E. C. Funeral Service, Inc.	Lost to Foreclosure	2013	\$ 238.08
Terry, Ernest C	Lost to Foreclosure	2013	\$ 576.48
Valdeolibar, Ivan	Personal Prop Billed in Error	2013	\$ 50.60
Vaughan, Thomas Jackson	Remove Sr. Exemption	2013	\$ (133.02)
Arias, Gabriela	Correct Ownership	2014	\$ 45.35
Baldie's Barbershop	Personal Prop Billed in Error	2014	\$ 54.61
Lotus Lounge	Correct Value	2014	\$ 2,357.69
Modesto, Mariano Garci	Correct Ownership	2014	\$ (45.35)
Ramirez, Jose	Personal Prop Billed in Error	2014	\$ 50.60
Stewardardson, Parks M	Lost to Foreclosure	2014	\$ 62.00
Terry E. C. Funeral Service, Inc.	Lost to Foreclosure	2014	\$ 238.08
Terry, Ernest C	Lost to Foreclosure	2014	\$ 576.48
Vaughan, Thomas Jackson	Remove Sr. Exemption	2014	\$ (133.02)
Total Releases/R & P Property			\$ 18,447.95
Real & Personal Property Refunds			
None			\$ -
Total Refunds/ R & P Property			\$ -
Total Refunds & Releases RP			\$ 18,447.95
Registered Vehicle			
Releases			
Allen, Mary Jones	Mass Abatement	2004	\$ 82.48
Allen, Mary Terry	Mass Abatement	2004	\$ 18.85
Almuwallad, Abdullah A	Mass Abatement	2004	\$ 18.05
Alston, Carolyn Hargrove	Mass Abatement	2004	\$ 14.21
Alston, Cynthia Annette	Mass Abatement	2004	\$ 18.78
Alston, Dorothy Ann	Mass Abatement	2004	\$ 22.57
Alston, James Aaron	Mass Abatement	2004	\$ 21.46
Alston, Jerry	Mass Abatement	2004	\$ 20.82
Alston, Jr. Willie	Mass Abatement	2004	\$ 15.00
Alston, Masonry Service	Mass Abatement	2004	\$ 10.83
Alvarez, Daniel Martin	Mass Abatement	2004	\$ 27.39
Alwardi, Abdo A	Mass Abatement	2004	\$ 34.13
Anderson, Sherrell Ken	Mass Abatement	2004	\$ 34.90
Andrews, Barnett Omari	Mass Abatement	2004	\$ 99.56
Applewhite, Hazelann	Mass Abatement	2004	\$ 197.52

January 2015 Tax Release & Refunds Continued

Aquino, Guillermo Leon	Mass Abatement	2004	\$ 20.69
Arakachi, Yayoiti Yoshi	Mass Abatement	2004	\$ 45.38
Arias, Karetina Martin	Mass Abatement	2004	\$ 33.91
Associates Leasing, Inc	Mass Abatement	2004	\$ 91.34
Ayscue, James Reuben	Mass Abatement	2004	\$ 15.70
Ayscue, Sharon Ellington	Mass Abatement	2004	\$ 22.82
Azez, Mohamed Abdu	Mass Abatement	2004	\$ 72.72
Bailey, Haile Richards	Mass Abatement	2004	\$ 24.34
Barham, Charles Robert	Mass Abatement	2004	\$ 29.26
Barrera Gabino Ramirez	Mass Abatement	2004	\$ 21.65
Baskett, Ieshia Marlin	Mass Abatement	2004	\$ 24.14
Bean, Felicitas Webeck	Mass Abatement	2004	\$ 22.61
Benedict, Hilda Mireya	Mass Abatement	2004	\$ 17.44
BLT School of the Performing Arts	Mass Abatement	2004	\$ 21.97
Blue, Riceardi	Mass Abatement	2004	\$ 85.52
Bodi, Francis	Mass Abatement	2004	\$ 70.50
Bobbitt, Onzaria Marcel	Mass Abatement	2004	\$ 62.40
Bolanos-Salazar Arturo	Mass Abatement	2004	\$ 18.06
Bowen, Jr. David Wayne	Mass Abatement	2004	\$ 24.27
Brame, James Arthur	Mass Abatement	2004	\$ 14.48
Branch, Sharonda Lenice	Mass Abatement	2004	\$ 29.71
Brown, Craig Antonio	Mass Abatement	2004	\$ 14.54
Brown, Robert Donnell	Mass Abatement	2004	\$ 19.28
Bullock, Michael Leon	Mass Abatement	2004	\$ 22.57
Bullock, Pamela Crudup	Mass Abatement	2004	\$ 54.48
Bullock, Willie	Mass Abatement	2004	\$ 13.14
Burchette, Antonia Person	Mass Abatement	2004	\$ 29.39
Burwell, Elliott	Mass Abatement	2004	\$ 14.42
Canty III, David	Mass Abatement	2004	\$ 77.65
Cardenas, Ezequiel	Mass Abatement	2004	\$ 20.74
Carpenter, Jr. Jerry Lee	Mass Abatement	2004	\$ 85.28
Carpenter, Lesel	Mass Abatement	2004	\$ 16.08
Carroll, Tracey Shenee	Mass Abatement	2004	\$ 50.83
Caudill, Deborah Tillotson	Mass Abatement	2004	\$ 13.14
Celia, Gerardo Maria	Mass Abatement	2004	\$ 44.74
Champion, Cora Jones	Mass Abatement	2004	\$ 76.88
Champion, Jr. Leamon	Mass Abatement	2004	\$ 14.64
Champion, Mary Jones	Mass Abatement	2004	\$ 15.18

January 2015 Tax Release & Refunds Continued

Chan, Stephanie Elizabeth	Mass Abatement	2004	\$ 17.26
Chanchava, Joel Lopez	Mass Abatement	2004	\$ 26.00
Chavez, Victor Ramos	Mass Abatement	2004	\$ 17.55
Chavis, Cynthia Elaine	Mass Abatement	2004	\$ 16.66
Chavis, Ervin	Mass Abatement	2004	\$ 12.73
Cheek, Harry Lee	Mass Abatement	2004	\$ 20.13
Cheek, Sophia Louise	Mass Abatement	2004	\$ 19.54
Cisneros, Julio Prieto	Mass Abatement	2004	\$ 17.36
Clark, Waynette Buoshea	Mass Abatement	2004	\$ 12.88
Cooper, Anthony Thomas	Mass Abatement	2004	\$ 15.89
Cooper, Darnell	Mass Abatement	2004	\$ 18.51
Cordoba, Fidel	Mass Abatement	2004	\$ 39.89
Cousins, Earl Sylvester	Mass Abatement	2004	\$ 20.07
Cross, Jr. Stanley McCoy	Mass Abatement	2004	\$ 33.68
Crosson, Georgianna Woodard	Mass Abatement	2004	\$ 16.53
Crudup, Barbara Smithwick	Mass Abatement	2004	\$ 63.49
Cruz, Peter Martin	Mass Abatement	2004	\$ 95.31
Cruz, Rigoberto Moreno	Mass Abatement	2004	\$ 25.42
Curtis-Desouza Lashawn Cheree	Mass Abatement	2004	\$ 22.48
Davis, Louis Henderson	Mass Abatement	2004	\$ 19.15
Davis, Robin Laverne	Mass Abatement	2004	\$ 17.50
De Lara Margarita Fernandez	Mass Abatement	2004	\$ 16.28
Debnam, Michael Anthony	Mass Abatement	2004	\$ 54.74
Dillard, Shirley Mae	Mass Abatement	2004	\$ 11.92
Diraz, Nahed Taha Moha	Mass Abatement	2004	\$ 5.54
Dorsey, Robert Sherwood	Mass Abatement	2004	\$ 15.61
Dunston, John Beford	Mass Abatement	2004	\$ 14.22
Dupree, Steve E	Mass Abatement	2004	\$ 14.48
Edwards, Anthony Garland	Mass Abatement	2004	\$ 15.44
Epps, Humberto Jesus	Mass Abatement	2004	\$ 45.71
Epps, Robert Louis	Mass Abatement	2004	\$ 15.49
Escamilla, Maria Rafaela Rodri	Mass Abatement	2004	\$ 33.91
Etchegoyen, Watler	Mass Abatement	2004	\$ 29.33
Everette, Joan Harris	Mass Abatement	2004	\$ 6.52
Fells, Marcia Ann	Mass Abatement	2004	\$ 25.74
Ferrusca, Jose Garcia	Mass Abatement	2004	\$ 27.02
Finch, Joseph Eugene	Mass Abatement	2004	\$ 72.46
Flora, Allen Randolph	Mass Abatement	2004	\$ 70.42
Flores, Ruben Jeovany	Mass Abatement	2004	\$ 24.09

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23 February, 2015 Short Regular and Work Session Meeting

January 2015 Tax Release & Refunds Continued

Ford, Amy Darlene	Mass Abatement	2004	\$ 31.25
Foster, Geraldean Renee	Mass Abatement	2004	\$ 26.84
Francis, Dustin Ike	Mass Abatement	2004	\$ 144.02
Fuentes, Miguel Angel Reyes	Mass Abatement	2004	\$ 23.82
Fuentes-Martinez Santiago	Mass Abatement	2004	\$ 19.54
Future Communications	Mass Abatement	2004	\$ 57.82
Galindo, Charro Lei Madden	Mass Abatement	2004	\$ 22.20
Glamich-S Baudel	Mass Abatement	2004	\$ 20.30
Garcia, Felipe De Jesu	Mass Abatement	2004	\$ 16.47
Gay, Brenda	Mass Abatement	2004	\$ 19.15
General Motors Acceptance Corp	Mass Abatement	2004	\$ 157.74
Glasco, Otis Nathaniel	Mass Abatement	2004	\$ 36.96
Gooch, James Edward	Mass Abatement	2004	\$ 30.43
Gregory, Jr. Preston	Mass Abatement	2004	\$ 17.81
Grissom, Sr. Mitchael David	Mass Abatement	2004	\$ 40.38
Hallums, Jocilan Nichol	Mass Abatement	2004	\$ 26.51
Hargrove, Diane Mitchell	Mass Abatement	2004	\$ 16.08
Hargrove-Amer, Tammy	Mass Abatement	2004	\$ 15.37
Harris, Tederal Monroe	Mass Abatement	2004	\$ 17.04
Harris, Vonya Lynette	Mass Abatement	2004	\$ 133.40
Harrison, Patricia Eaddy	Mass Abatement	2004	\$ 17.62
Hatcher, Ralph	Mass Abatement	2004	\$ 22.93
Hathorn, Jeffrey Davis	Mass Abatement	2004	\$ 241.81
Hau Mui Fong	Mass Abatement	2004	\$ 40.56
Henderson, Alex White	Mass Abatement	2004	\$ 4.72
Hernandez, Eleno Guadalupe Uscang	Mass Abatement	2004	\$ 45.38
Hernandez, Jose Juan Hernandez	Mass Abatement	2004	\$ 20.88
Hernandez, Julio Silva	Mass Abatement	2004	\$ 16.85
Hernandez, Manuel	Mass Abatement	2004	\$ 27.69
Hester, Gabriel Antonio	Mass Abatement	2004	\$ 13.97
Hewitt, Hesron Luke	Mass Abatement	2004	\$ 35.22
Hicks, Kacey	Mass Abatement	2004	\$ 34.90
Hill, Darrell Judson	Mass Abatement	2004	\$ 14.93
Holder, Jr. Leroy John	Mass Abatement	2004	\$ 36.69
Houston, Clifford Darnell	Mass Abatement	2004	\$ 21.83
Howard-Fritz Joyce Ann	Mass Abatement	2004	\$ 23.10
Hunt, George Lee	Mass Abatement	2004	\$ 78.54

January 2015 Tax Release & Refunds Continued

Jackson Enterprises Inc.	Mass Abatement	2004	\$ 67.66
Jacome, Sanquino Tinoco	Mass Abatement	2004	\$ 27.41
Jiggetts, Michael	Mass Abatement	2004	\$ 36.84
Jimenez, Roman Franco	Mass Abatement	2004	\$ 44.85
Johnson, Helen Watson	Mass Abatement	2004	\$ 19.21
Jones, Earnest	Mass Abatement	2004	\$ 23.73
Jones, James Clemon	Mass Abatement	2004	\$ 199.28
Jones, Kevin Demill	Mass Abatement	2004	\$ 25.87
Jones, Lisa Michele	Mass Abatement	2004	\$ 16.21
Jones, Priscilla Sneed	Mass Abatement	2004	\$ 17.78
Jorge, Eseban Bernabe	Mass Abatement	2004	\$ 66.36
Juarez, Gumerindo Galvan	Mass Abatement	2004	\$ 29.07
Juliano, Anthony Harry	Mass Abatement	2004	\$ 100.28
Kearney, Jr. John Henry	Mass Abatement	2004	\$ 3.66
Kenneth, Twan Rhodezia	Mass Abatement	2004	\$ 23.50
King, Ritchie Hamilton	Mass Abatement	2004	\$ 26.51
Laboy, Frank Reyes	Mass Abatement	2004	\$ 19.14
Lemay, Pamela	Mass Abatement	2004	\$ 84.24
Lewis, Annie Perry	Mass Abatement	2004	\$ 20.86
Lilley, Karen Gregg	Mass Abatement	2004	\$ 15.25
Little, Stanley	Mass Abatement	2004	\$ 22.07
Lopez, Rafael De La Paz	Mass Abatement	2004	\$ 37.20
Lopez, Roberto Medardo Niz	Mass Abatement	2004	\$ 19.60
Luna, Leonel Antonio	Mass Abatement	2004	\$ 19.73
Lyons, Stanford Demoris	Mass Abatement	2004	\$ 13.90
Lyons, Teresa Victoria	Mass Abatement	2004	\$ 18.64
Maldonado, Angel Manuel	Mass Abatement	2004	\$ 80.46
Maldonado, Sonia Rosales	Mass Abatement	2004	\$ 18.38
Maple, Joe Lewis	Mass Abatement	2004	\$ 13.90
Marchena Manuel Villa	Mass Abatement	2004	\$ 99.79
Marshall, Plummer Edward	Mass Abatement	2004	\$ 26.00
Martin, Gonzalez Seferino Mart	Mass Abatement	2004	\$ 19.52
Martinez, Paco	Mass Abatement	2004	\$ 34.45
Massenburg, Christopher Marcus	Mass Abatement	2004	\$ 55.84
Mayo, David	Mass Abatement	2004	\$ 13.58
McFaddin, James Roosevelt	Mass Abatement	2004	\$ 42.26
McGillicuddy & Company	Mass Abatement	2004	\$ 41.88

January 2015 Tax Release & Refunds Continued

McKnight, Deborah Lyon	Mass Abatement	2004	\$ 96.68
McKnight, Leticia Michelle	Mass Abatement	2004	\$ 98.63
McKnight, Nathaniel Junious	Mass Abatement	2004	\$ 37.73
Mederos, Juan Carlos Paredes	Mass Abatement	2004	\$ 90.39
Medlin, Peggy Elaine Neal	Mass Abatement	2004	\$ 23.31
Mendoza-Gegorio Gumaro	Mass Abatement	2004	\$ 19.94
Midkiff, Michael Scott	Mass Abatement	2004	\$ 107.54
Milargo, Domingo Morales	Mass Abatement	2004	\$ 25.81
Miller, James Lee	Mass Abatement	2004	\$ 79.72
Mireles, Silverio	Mass Abatement	2004	\$ 41.81
Montiel, Rivera Miguel Angel	Mass Abatement	2004	\$ 36.85
Moore, Garry Brendell	Mass Abatement	2004	\$ 39.12
Morales, Alducin Jorge	Mass Abatement	2004	\$ 74.68
Morales, Edgar Reyes	Mass Abatement	2004	\$ 18.36
Morales, Jose	Mass Abatement	2004	\$ 25.74
Moreno, Ruben Saturnino	Mass Abatement	2004	\$ 119.71
Muffler Express	Mass Abatement	2004	\$ 22.03
Muffler Express, Inc.	Mass Abatement	2004	\$ 138.77
Neals, Dorothy Lee	Mass Abatement	2004	\$ 23.64
Nelson, Tonia Katrice	Mass Abatement	2004	\$ 28.37
Newcomb, Jay Bradley	Mass Abatement	2004	\$ 52.37
Niniz, Juan Gembe	Mass Abatement	2004	\$ 14.21
Obery, Pamela Denise	Mass Abatement	2004	\$ 19.15
Ocampo, Humberto Abarca	Mass Abatement	2004	\$ 30.56
Ortiz, Juan Martinez	Mass Abatement	2004	\$ 84.25
Palacios, Roberto	Mass Abatement	2004	\$ 68.30
Palmer, Faydrea Denise	Mass Abatement	2004	\$ 52.53
Parker, Leon Hayes	Mass Abatement	2004	\$ 13.01
Parks, Barney Lee	Mass Abatement	2004	\$ 38.92
Parra Lopez Jose Juan	Mass Abatement	2004	\$ 34.13
Patterson, Linda Edwards	Mass Abatement	2004	\$ 19.22
Patton, Jr. Jesse Calvin	Mass Abatement	2004	\$ 12.44
Perez, Abiran	Mass Abatement	2004	\$ 115.10
Perry, Delvon Donnell	Mass Abatement	2004	\$ 17.30
Piper, Kristen Danelle	Mass Abatement	2004	\$ 15.12
Plummer, Lewis Faulkner	Mass Abatement	2004	\$ 14.99
Powell, Tyrone Douglas	Mass Abatement	2004	\$ 158.76
Powell, Victoria Maria	Mass Abatement	2004	\$ 35.32
Price, Elroy	Mass Abatement	2004	\$ 1.98

January 2015 Tax Release & Refunds Continued

Quarles, William	Mass Abatement	2004	\$ 16.08
Ragland, Alice Gill	Mass Abatement	2004	\$ 28.37
Ragland, Vivian Renee	Mass Abatement	2004	\$ 15.76
Rainey, Mary Denise	Mass Abatement	2004	\$ 29.58
Ramey, Jenaya Sophia	Mass Abatement	2004	\$ 75.70
Ramirez, Rolando Sanchez	Mass Abatement	2004	\$ 21.20
Reyes Auturo Ortiz	Mass Abatement	2004	\$ 24.46
Reyes-Jaine Edmundo	Mass Abatement	2004	\$ 15.31
Riggan, Michael Scott	Mass Abatement	2004	\$ 14.54
Ritzie, Rita Verlene	Mass Abatement	2004	\$ 17.36
Rivera Onorato, Pena	Mass Abatement	2004	\$ 29.33
Rivera, Rogelio Munoz	Mass Abatement	2004	\$ 22.20
Roberts, Quincy Jamar	Mass Abatement	2004	\$ 17.75
Roberts, Timothy Wayne	Mass Abatement	2004	\$ 40.62
Robets, Ricky T	Mass Abatement	2004	\$ 11.92
Roblero, Samuel Ortiz	Mass Abatement	2004	\$ 27.66
Robles, Jonathan River	Mass Abatement	2004	\$ 25.86
Rockwell, Rocky	Mass Abatement	2004	\$ 37.88
Rodrigues, Vedison Timbo	Mass Abatement	2004	\$ 22.80
Rodriguez, Alfonso Tejada	Mass Abatement	2004	\$ 17.87
Rodriguez, Juan Olmos	Mass Abatement	2004	\$ 17.69
Rosenblook, Jonas	Mass Abatement	2004	\$ 69.78
Royster, Joseph Nathaniel	Mass Abatement	2004	\$ 106.87
Royster, Mary Frances	Mass Abatement	2004	\$ 14.67
Rubio, Oralia Ponce	Mass Abatement	2004	\$ 19.02
Russell, John Henry	Mass Abatement	2004	\$ 16.16
Russell, Richard Carol	Mass Abatement	2004	\$ 32.14
Saiz, Fidencio Verdinez	Mass Abatement	2004	\$ 17.08
Salazar, Felipe Bolanos	Mass Abatement	2004	\$ 19.36
Salazar, Vazquez Eleazar	Mass Abatement	2004	\$ 23.18
Sales, Fatimah Maytisha	Mass Abatement	2004	\$ 29.58
Salinas, Francisco Reyes	Mass Abatement	2004	\$ 25.68
Salmon, Harold	Mass Abatement	2004	\$ 12.18
Sanchez, Hector Manuel Alicea	Mass Abatement	2004	\$ 18.38
Sanchez, Herminio Vasquez	Mass Abatement	2004	\$ 15.55
Sanchez, Israel Robles	Mass Abatement	2004	\$ 41.79
Sanchez, Jose Antonio	Mass Abatement	2004	\$ 15.70

January 2015 Tax Release & Refunds Continued

Sanders, Gladys Johnson	Mass Abatement	2004	\$ 64.72
Santiago, German Mora	Mass Abatement	2004	\$ 52.88
Santillan, Jr. Federico	Mass Abatement	2004	\$ 25.23
Santos, Mario Hernandez	Mass Abatement	2004	\$ 30.98
Santos, Saul Vasconcelos	Mass Abatement	2004	\$ 23.91
Sawyer, George Russell	Mass Abatement	2004	\$ 231.12
Scipio, Yolanda Renee	Mass Abatement	2004	\$ 144.18
Scraps Is Us	Mass Abatement	2004	\$ 95.03
Serafin, Fernando Tellez	Mass Abatement	2004	\$ 49.22
Shearin, Denis Duke	Mass Abatement	2004	\$ 13.88
Short, Eddie Stokes	Mass Abatement	2004	\$ 33.49
Short, Joseph Preston	Mass Abatement	2004	\$ 44.53
Short, Jr. Jesse	Mass Abatement	2004	\$ 46.42
Small, Rhonda Ann	Mass Abatement	2004	\$ 40.21
Smith, Emma Jean	Mass Abatement	2004	\$ 33.55
Smith, Tina Delores	Mass Abatement	2004	\$ 16.66
Taylor, Joan Stallings	Mass Abatement	2004	\$ 22.16
Terry, Marie	Mass Abatement	2004	\$ 18.00
Terry, May Lizzie Taylor	Mass Abatement	2004	\$ 22.80
Thompson, Angela Jones	Mass Abatement	2004	\$ 31.76
Thorpe, Tracy Tarrell	Mass Abatement	2004	\$ 26.58
Tomas, J Jesus Garcia	Mass Abatement	2004	\$ 25.04
Tomas, Sanchez Fidel	Mass Abatement	2004	\$ 27.54
Torres, Martin	Mass Abatement	2004	\$ 33.17
Torress, Othon Rodriguez	Mass Abatement	2004	\$ 61.39
Turner, Darian Jermaine	Mass Abatement	2004	\$ 17.99
Urps, Dianne Glover	Mass Abatement	2004	\$ 32.41
Vasconcelos, Ruben Cruz	Mass Abatement	2004	\$ 120.31
Vasanai, Chandra Khemchand	Mass Abatement	2004	\$ 68.56
Vazquez, jr. Ismael Rivera	Mass Abatement	2004	\$ 50.70
Vazquez-Castillo Maria Guadal	Mass Abatement	2004	\$ 15.80
Velazques-Elias Miguel Angel	Mass Abatement	2004	\$ 20.55
Vidal, Primitivo Martinez	Mass Abatement	2004	\$ 17.30
Ward, III James Fedie	Mass Abatement	2004	\$ 36.88
Warren, Janet Marie	Mass Abatement	2004	\$ 13.78
Warren, Ronald Keith	Mass Abatement	2004	\$ 16.66
Watkins, Nathaniel	Mass Abatement	2004	\$ 67.09

January 2015 Tax Release & Refunds Continued

Webb, Jason Carmicheal	Mass Abatement	2004	\$ 13.73
White, Lynn Roxana	Mass Abatement	2004	\$ 94.67
White, Margaret Katherine	Mass Abatement	2004	\$ 15.67
Williams, Alonzo Junius	Mass Abatement	2004	\$ 58.85
Williams, Anthony Miracal	Mass Abatement	2004	\$ 20.50
Williams Funeral Home	Mass Abatement	2004	\$ 55.99
Williams, Joyce Brown	Mass Abatement	2004	\$ 37.48
Williams, Lillie Richards	Mass Abatement	2004	\$ 104.66
Williams, Marcus Antwan	Mass Abatement	2004	\$ 16.10
Williams, Royce Isabel	Mass Abatement	2004	\$ 44.05
Williams, Thomas Lee	Mass Abatement	2004	\$ 80.27
Williamson, Donald Way	Mass Abatement	2004	\$ 10.07
Wilson, Yolanda Rochel	Mass Abatement	2004	\$ 15.38
Wimbush, Sidney Rochel	Mass Abatement	2004	\$ 15.73
Winston, Artelia Hendricks	Mass Abatement	2004	\$ 47.43
Wrangler Plumber & Heat LLC	Mass Abatement	2004	\$ 40.26
Wright, Troy Robert	Mass Abatement	2004	\$ 16.89
Young, Jr. Boyd F.	Mass Abatement	2004	\$ 28.50
Zuno, Jose Ramon Velazco	Mass Abatement	2004	\$ 41.60
			\$ 11,454.91
Registered Vehicle			
Refunds			
Hill, Genelle Aleece	Pro-Rate	2012	\$ 7.29
Total Reg Veh Releases			\$ 7.29
Total Reg Veh Releases			
& Refunds			\$ 11,462.20
Total All Release & Refunds			\$ 29,910.15

Interim City Manager Wyatt provided a general overview of the mass abatement and asked Finance Director Brafford to explain further.

Finance Director Brafford broke down the January releases and refunds by real and personal property lost, the foreclosure costs related to the Andrews Avenue property and other properties associated with its owner, along with the mass abatement total for registered vehicles.

Council Member Daeke asked for an explanation of the \$2,357.69 called *Correct Value* associated with the Lotus Lounge. Ms. Brafford said she would contact the tax collector and notify Council of her findings.

Council Member Coffey recognized names of city employees and convicts on the list.

With no further questions, Mayor O'Geary asked for Council's pleasure.

Motion was made by Council Member Peace-Jenkins to approve the *Tax Releases and Refunds from Vance County for the Month of January 2015*. Motion seconded by Council Member Kearney, and APPROVED by the following vote: YES: Coffey, Inscoe, Rainey, Peace-Jenkins, Simmons, Daye and Kearney. NO: Daeke. ABSTAIN: None. ABSENT: None. *(Clerk's Note: Several Council Members voiced their hesitancy/reluctance to approve these tax releases and refunds.)*

This item led to a discussion regarding the outstanding personal property settlement regarding the Maria Parham Medical Center. Mr. Wyatt applauded the County for taking the initiative to hire an outside attorney to resolve this issue. Council requested the Mayor to contact the County to offer the City's assistance and involvement to help Attorney Meeker obtain a positive result in favor of the County and City with the following consensus: YES: Kearney, Coffey, Inscoe, Rainey, Peace-Jenkins, Daeke, Simmons and Daye.

PUBLIC COMMENT PERIOD ON AGENDA ITEMS

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

REPORTS

- a) Mayor/Mayor Pro-Tem – Mayor Pro-Tem Rainey attended two events that were free to the public and presented over the weekend. He said both were excellent. One event was the Navy Band and the other was part of the VGCC Concert Series. Hopefully, the concert series will be held in the new Performing Arts Center next year.
- b) City Manager (No Report)
- c) City Attorney (No Report)
- d) City Clerk – Ms. McCrackin reminded Council to RSVP to the Human Resources Department regarding the upcoming Employee Service Awards Banquet.

OTHER

Council Member Coffey said she was in court and heard a case dismissed regarding a stolen water meter and asked why no one from the City was in attendance. Finance Director Brafford will follow up and report back to Council.

CLOSED SESSION

Council Member Coffey moved for Council to convene in closed session pursuant to G.S. §143-318.11(a)(3) for two Attorney-Client Privilege Matters. Motion seconded by Council Member Daye, and unanimously approved.

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

WORK SESSION

Directing the Clerk for the City of Henderson, North Carolina to Investigate the Sufficiency of an Annexation Petition. (Reference: CAF 15-09; Resolution 15-08)

Interim City Manager Wyatt is pleased a new dialysis center is requesting annexation and asked Council to approval this resolution directing the City Clerk to investigate the sufficiency of the petition.

There was no discussion. Mayor O'Geary asked for the consensus of Council to bring this before Council at the 9 March 2015 meeting which was as follows: YES: Kearney, Coffey, Inscoe, Rainey, Peace-Jenkins, Daeke, Simmons and Daye. NO: None. ABSTAIN: None. ABSENT: None. (See Resolution Book 4, p 159)

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

ADJOURNMENT

Council Member Inscoe moved for adjournment. Motion seconded by Council Member Coffey, and unanimously approved. The meeting adjourned at 8:42 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: 9 March 15 Reg. Meeting

23 February 2015

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

FR: Edward A. Wyatt, Interim City Manager

RE: CAF: 15-38

Consideration of Approval of Resolution 15-23 Authorizing Change Order #3 for an Additional Area for Water Main and Services Replacement to the 2" Water Main and Services Replacement Project Subject to Approval from DWSRF and Availability of Remaining Funds

Ladies and Gentlemen:

Council Goals Addressed By This Item:

- **KSO 5** – Provide Reliable, Dependable and Environmentally Compliant Infrastructure Systems.
- **KSO 8** – Provide Sufficient Funding for Municipal Services.

Recommendation:

Approval of:

- Resolution 15-23, Authorizing Change Order #3 for an Additional Area for Water Main and Services Replacement to the 2" Water Main and Services Replacement Project Subject to Approval from DWSRF and Availability of Remaining Funds

Executive Summary

The original contract is complete as well as the additional work defined in Change Order #2. The project cost to date is approximately \$1,744,387, which is 90% of the total project cost (\$1,937,571.00).

City Staff has been in contact with NCDENR Drinking Water State Revolving Fund about the replacement of the 6-inch asbestos cement water line under a drive lane of Beckford Drive from Parrish Mill Road to Hwy 39 (Andrews Ave). This additional work has received approval to proceed dependent on existing funding. This water line has been identified as a high priority due to the age, condition, location and depth of bury. Council may recall that there have been a number of repairs along this section of Beckford Drive which resulted in a great amount of asphalt repair due to the depth of the waterline and the extent of excavation necessary for a safe working environment. The new main would be installed under the existing sidewalk on the north side of the street, which will be replaced in conjunction with the construction.

Change order #3 will include the replacement of 1,480 LF of the 6-inch asbestos cement line with an 8-inch ductile iron water line at the cost of \$186,041.

Engineering has been completed, approval has been obtained by the funding agency and all regulatory agencies and the contractor has submitted pricing for this Beckford Drive water line improvement.

It is recommended that City Council approve Change Order #3 to HG Reynolds in the amount of \$186,041 for the Beckford Drive water line improvement as listed above and use the approved funding until exhausted.

Based on the unit prices that have been quoted as part of Change Order #3 there will be approximately \$7,144 of a funding surplus which the city would like to be used on the replacement of the 2-inch water line on Walnut Street. The 2-inch water line on Walnut has had multiple leaks in the past and is the next priority if DWSRF funds do not get exhausted in Change order #3.

Attachments:

1. Resolution 15-23
2. Resolution 14-19-A & 14-19
3. Resolution 12-62

RESOLUTION 15-23

AUTHORIZING CHANGE ORDER #3 FOR THE WATER MAIN AND SERVICES REPLACEMENT ON BECKFORD DRIVE AS A PART OF THE 2" WATER MAIN AND SERVICES REPLACEMENT PROJECT

WHEREAS, the Henderson City Council (Council) identified eight Key Strategic Objectives (KSO) at its 2015 Strategic Planning Retreat; *and*

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

WHEREAS, the Federal Safe Drinking Water Act Amendments of 1996 and the NC 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 of drinking water system improvements, *and*

WHEREAS, the City received an offer and accepted the loan for a water system project (project number WIF-1694) and in the amount of \$1,726,000 per Resolution 12-62; *and*

WHEREAS the City Council approved to accept an additional loan amount to increase the overall project cost from \$1,726,000 to \$1,898,571; *and*

WHEREAS, DWSRF approved the additional loan amount totaling \$1,898,571 for the 2-Inch Watermain & Services Project; *and*

WHEREAS, the City wants to utilize 100% of the loan amount or close thereof including the use of contingency funds; *and*

NOW THEREFORE BE IT RESOLVED, BY THE HENDERSON CITY COUNCIL THAT IT HEREBY APPROVES Change Order #3 to HG Reynolds, being more fully articulated in **Attachment A** to this Resolution, to make water system improvements to the Beckford Drive water line and Walnut Street water line replacement subject to DWSRF approval and availability of remaining project funds including contingency; *and*

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

The foregoing Resolution 15-23, introduced by Council Member ** and seconded by Council Member ** on this the * day of *, 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 43, p. **.)

**STATE OF NORTH CAROLINA
CITY OF HENDERSON**

I, Esther J. McCrackin, the duly appointed, qualified City Clerk of the City of Henderson, do hereby certify the foregoing is a true and exact copy of *Resolution 15-23*, adopted by the Henderson, City Council in Regular Session on * 2015 (*See Minute Book 43, p. **.*). This Resolution is recorded in *Resolution Book # 4*, pp. **.

Witness my hand and corporate seal of the City, this ** day of *** 2015.

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

CHANGE ORDER

CITY OF HENDERSON • ENGINEERING DEPARTMENT
PO BOX 1434 • 134 ROSE AVENUE
HENDERSON, NC 27536



CHANGE ORDER NO.: 3
DATE: February 27, 2015

PROJECT NAME: 2-Inch Watermain & Services Replacement Project
PROJECT NO.: 12-001

CONTRACTOR: HG Reynolds Company, Inc.
CONTRACT FOR: 2-Inch Watermain & Services Replacement Project
CONTRACT DATE: September 10, 2013

Under the terms of the Contract and without invalidating the original provisions thereof, the following change(s) in work is(are) authorized for the change in contract amount herein set forth: (Description of change order with detailed breakdown attached)

Additional funds added to construction as pending approval by DWSRF and approved by City of Henderson per Resolution 15-23.

CONTRACT COST/PRICE SUMMARY TOTALS

1. Original Contract Amount					\$1,568,267
2. Amt. of Previous Orders	ADD	\$ 65,384	Deduct	\$	
3. Amt. of This Order:	ADD	\$ 186,041	Deduct	\$	
4. Total adds/deducts lines 2 & 3		\$ 251,425		\$0	\$ 251,425
(Line 4 shall show the net amount to be added or (deducted) from the contract amount.)					
5. Revised Contract Total Amount					\$1,819,692
6. Original Contract Time					240
7. Add/Deduct Time	ADD	360	Deduct	0	0
8. Revised Contract Time					600

I certify that my Bonding Company will be notified forthwith that my contract has been (increased) (decreased) by the amount of this change order, and that a copy of the approved change order will be mailed upon receipt by me to my surety.

HG Reynolds Company, Inc. By: _____
(Contractor) Kenneth L. Long (Date)

By: _____
(Designer) (Date)

City of Henderson By: _____
(Owner) James D. O'Geary, Mayor (Date)

By: _____
Other approving Agency (if needed) (Date)

DISTRIBUTION: 1-City of Henderson
1-HG Reynolds Co. Inc.

 City of Henderson Engineering Department PO Box 1434 / 134 Rose Street Henderson, NC 27536		2-INCH WATERMAIN & SERVICE REPLACEMENT			
No.	Item/Description	Quantity	Unit	Cost/Unit	Cost
BECKFORD DRIVE					
1	Connect to existing 6" at Andrews Av. (Fittings & pipe by units)	1	LS	\$ 1,800.00	\$ 1,800.00
2	Connect to existing 8" @Parrish Mill RD (Fittings & pipe by units)	1	LS	\$ 1,500.00	\$ 1,500.00
3	6" MJ Gate valve with valve box at FH	2	EA	\$ 978.00	\$ 1,956.00
4	8" DIP Watermain with bedding	1480	LF	\$ 37.00	\$ 54,760.00
5	8" MJ GV with valve box	1	EA	\$ 1,188.00	\$ 1,188.00
6	new Fire Hydrant	1	EA	\$ 3,088.00	\$ 3,088.00
7	12" Steel Casing Pipe for Watermain (if watermain is under ex. sewermain)	0	LF	\$ 50.00	\$ -
8	Water Taps (3/4" and 1")	6	EA	\$ 398.00	\$ 2,388.00
9	3/4" Water Meter Boxes and connection to existing house services (includes any extensions as necessary)	6	EA	\$ 424.00	\$ 2,544.00
10	3/4" Type "K" Copper Service (same side)	3	EA	\$ 115.00	\$ 345.00
11	1" Type "K" Copper Service (same side)	1	EA	\$ 168.00	\$ 168.00
12	2" Type "K" Copper Service (same side)	1	EA	\$ 510.00	\$ 510.00
13	3/4" Type "K" Copper Service (opposite side) - bore under road	2	EA	\$ 418.00	\$ 836.00
14	Misc. Fittings	1039	LBS	\$ 10.00	\$ 10,390.00
15	2" meter tap	1	EA	\$ 1,388.00	\$ 1,388.00
16	Disconnect on both ends and abandon existing 6" Watermain in place with grout fill	1480	LF	\$ 4.25	\$ 6,290.00
17	Concrete Sidewalks/paved ditch (4" - 3,000 psi, 4" ABC)	440	SY	\$ 45.00	\$ 19,800.00
18	Asphalt Driveway (2" SF9.5A, 6" ABC)	219	SY	\$ 90.00	\$ 19,710.00
19	Concrete driverways 6" 3000 psi, 4" cabc	110	SY	\$ 85.00	\$ 9,350.00
20	NCDOT Asphalt Road (with flowable fill)	125	SY	\$ 262.00	\$ 32,750.00
21	Concrete curb and gutter replacement	110	LF	\$ 30.00	\$ 3,300.00
22	Select borrow for trench backfill	100	CY	\$ 14.00	\$ 1,400.00
23	Traffic Control	1	LS	\$ 5,655.00	\$ 5,655.00
24	Seeding & Mulching	0.75	AC	\$ 2,500.00	\$ 1,875.00
25	Mulch Log/Silt Fence	500	LF	\$ 4.00	\$ 2,000.00
26	Temporary Erosion Lining (if needed)	50	SY	\$ 3.00	\$ 150.00
27	Block and Gravel Inlet Protection	6	EA	\$ 150.00	\$ 900.00
TOTAL BASE BID					\$ 186,041.00

ORDINANCE 14-47

AN AMENDMENT TO THE FY 2014-2015 BUDGET BUDGET AMENDMENT #12 AMENDING THE 2" WATER LINE REPLACEMENT PROJECT

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

WHEREAS, the Council has created and uses a Capital Improvements Fund for active capital projects related to the Water Fund, said fund referred to as 43: CIP Water 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, said amendment incorporated in this Ordinance.

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

FUND: 43: CIP Water Fund			Ordinance 14-47 FY 14-15 Budget Amendment #12			
43: CIP WATER FUND REVENUES			Approved 9-Jan-12	Current Budget	Amendment	Revised
Department	Line Item	Code				
850: 2" Line Replace	State Revolving Loan	43-850-458100	\$ -	\$ 1,898,571	\$ -	\$ 1,898,571
850: 2" Line Replace	Trans from: 30 Water Fund	43-850-369030	\$ 39,000	\$ 39,000	\$ -	\$ 39,000
			\$ -	\$ -	\$ -	\$ -
Total			\$ 39,000	\$ 1,937,571	\$ -	\$ 1,937,571
						\$ 1,937,571
43: CIP WATER FUND EXPENDITURES			Approved 9-Jan-12	Current Budget	Amendment	Revised
Department	Line Item	Code				
850: 2" Line Replace	Legal/Admin	43-850-510200	\$ -	\$ 5,800	\$ -	\$ 5,800
850: 2" Line Replace	Engineering Design	43-850-510301	\$ 32,000	\$ 36,000	\$ -	\$ 36,000
850: 2" Line Replace	Construction	43-850-510400	\$ -	\$ 1,732,940	\$ 83,660	\$ 1,816,600
850: 2" Line Replace	Construction/Admin	43-850-510800	\$ -	\$ -	\$ -	\$ -
850: 2" Line Replace	SRF Admin/Closing Fee	43-850-504514	\$ -	\$ 37,971	\$ -	\$ 37,971
850: 2" Line Replace	Contingency	43-850-999010	\$ 5,000	\$ 83,660	\$ (83,660)	\$ -
850: 2" Line Replace	Permit Fees	43-850-461001	\$ 2,000	\$ 2,200	\$ -	\$ 2,200
850: 2" Line Replace	Trans to: 30 Water Fund	43-850-561030	\$ -	\$ 39,000	\$ -	\$ 39,000
Total			\$ 39,000	\$ 1,937,571	\$ -	\$ 1,937,571
						\$ 1,937,571
Variance					\$ -	
Reference:		Notes:				
CAF 11-118; Res 11-88; 26 Sept 11 Meeting		Council approved application for \$3M in funding for various water & sewer projects, with one being the replacement of various 2" water mains located in various locations throughout the City with larger mains as well as replacing service lines and meters that were connected to existing 2" or smaller mains.				
1 Dec 11; Letter from NCDENR		City advised NCDENR is considering application section for 2" water line replacement which, if funds are awarded, will result in a \$1.726M project.				
CAF: 12-91; Ordinance 12-50; BA#7; 13 Aug 12 Meeting		On 17 July 2012, the City received notification that a DWSRF loan in the amount of \$1.726M had been approved for the replacement of 2" water lines with 6" water lines. This serves to amend the original project budget; transferring the \$39,000 which was originally budgeted to cover preliminary engineering costs, back to the Water Fund, as those costs are included within the scope of the \$1.726M budget.				
CAF: 13-65; Ordinance 13-36; BA#11; 9 Sept 13 Meeting		To re-align project budget based on actual expenditures and final construction costs, which involves using \$54,900 of contingency funds.				
CAF: 14-26; Ordinance 14-14; BA#26; 24 February 14 Meeting		To update project budget based on notification from NCDENR dated November 26, 2013 that the DWSRF loan amount and corresponding project budget have been increased from the initial approved amount of \$1,726,000 to \$1,898,571 to allow for the replacement of an additional 13,000 linear feet of existing 2" or smaller water mains with larger mains.				
CAF: 14-26-B; Res 14-19B; Ord 14-47; BA#12; 22 Sept 14 Mtg		To update project budget based on Change Order #2. The remaining contingency funds are being transferred to the construction line item to allow for the replacement of water lines on additional streets.				

The foregoing Ordinance 14-47, 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 22 day of September 2014: YES: ***. NO: **. ABSTAIN: **. ABSENT: **.

James D. O'Geary, Mayor

ATTEST:

Esther J. McCrackin, City Clerk

*Reference: Minute Book 42 p. ***; CAF 14-26-B*

**STATE OF NORTH CAROLINA
CITY OF HENDERSON**

I, Esther J. McCrackin, the duly appointed, qualified City Clerk of the City of Henderson, do hereby certify the attached is a true and exact copy of Ordinance 14-47 adopted by the Henderson, City Council in Regular Session on 22 September 2014 (*Minute Book ** p.***). This Ordinance is recorded in *Ordinance Book ***, p. ***.

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

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

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

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

RESOLUTION 14-19-A

AUTHORIZING ADDITIONAL AREAS FOR WATERMAIN AND SERVICES REPLACEMENT TO BE ADDED TO THE 2" WATER MAIN AND SERVICE REPLACEMENT PROJECT SUBJECT TO APPROVAL FROM DWSRF AND AVAILABILITY OF REMAINING FUNDS

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

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

WHEREAS, the Federal Safe Drinking Water Act Amendments of 1996 and the NC 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 of drinking water system improvements, *and*

WHEREAS, the City received an offer and accepted the loan for a water system project (project number WIF-1694) and in the amount of \$1,726,000 per Resolution 12-62; *and*

WHEREAS the City Council approved to accept an additional loan amount to increase the overall project cost from \$1,726,000 to \$1,898,571; *and*

WHEREAS, DWSRF has approved the additional loan amount totaling \$1,898,571 for the 2-Inch Watermain & Services Project; *and*

WHEREAS, the current contractor, H.G. Reynolds Inc., is steadily working on the project with the potential for substantial savings to the project; *and*

WHEREAS, the City wants to utilize 100% of the loan amount or close thereof; *and*

WHEREAS, the City staff has reviewed additional areas that meet the original project scope for watermain and service replacements that includes the following: Orchard Road; Railroad Street; Vicksboro Road; Eaton Street; Walnut Street; Mulberry Street; Montgomery Street.

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

1. Approves adding Orchard Road, Railroad Street, Vicksboro Road, Eaton Street, Walnut Street, Mulberry Street and Montgomery Street subject to DWSRF approval and availability of remaining project funds; *and*

2. Approves to proceed with the design work for the above listed streets, including obtaining permits and other approvals, through DENR and DWSRF.
3. The Mayor is authorized to sign all agreements and documents necessary to effect said Agreement.

The foregoing Resolution 14-19-A introduced by Council Member Daeke and seconded by Council Member Daye, on this the 9th day of June 2014, and having been submitted to a roll call vote, was APPROVED by the following votes: YES: Daeke, Simmons, Daye, Kearney, Coffey, Inscoe, Rainey and Peace-Jenkins. NO: None. ABSTAIN: None. ABSENT: None.

James D. O'Geary, Mayor

ATTEST:

Esther J. McCrackin, City Clerk

Approved to Legal Form:

John H. Zollicoffer, Jr., City Attorney

(Reference: Minute Book 43, p 253)

**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 is a true and exact copy of *Resolution 14-19-A*, adopted by the Henderson, City Council in Regular Session on 9 June 2014 (*See Minute Book 43, p 253.*). This Resolution is recorded in *Resolution Book #3, p 303-A*.

Witness my hand and corporate seal of the City, this 10th day of June 2014.

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

RESOLUTION 14-19

AUTHORIZING ADDITIONAL AREAS FOR WATERMAIN AND SERVICES REPLACEMENT TO BE ADDED TO THE 2" WATER MAINS AND SERVICES REPLACEMENT PROJECT SUBJECT TO APPROVAL FROM DWSRF AND AVAILABILITY OF REMAINING FUNDS

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

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

WHEREAS, the Federal Safe Drinking Water Act Amendments of 1996 and the NC 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 of drinking water system improvements, *and*

WHEREAS, the City received an offer and accepted the loan for a water system project (project number WIF-1694) and in the amount of \$1,726,000 per Resolution 12-62; *and*

WHEREAS the City Council approved to accept an additional loan amount to increase the overall project cost from \$1,726,000 to \$1,898,571; *and*

WHEREAS, DWSRF has approved the additional loan amount totaling \$1,898,571 for the 2-Inch Watermain & Services Project; *and*

WHEREAS, the current contractor, H.G. Reynolds Inc., is steadily working on the project with the potential for substantial savings to the project; *and*

WHEREAS, the City wants to utilize 100% of the loan amount or close thereof; *and*

WHEREAS, the City staff has reviewed additional areas that meet the original project scope for watermain and service replacements that includes Zollicoffer Avenue, Crestwood Drive, Cedarwood Drive and Lynn Avenue.

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

4. Approves adding the streets Zollicoffer Avenue, Crestwood Drive, Cedarwood Drive and Lynn Avenue to the 2-Inch Watermain & Services Replacement Project, subject to DWSRF approval and availability of remaining project funds, *and*

5. Approves to proceed with the design work for the above listed streets, including obtaining permits and other approvals, through DENR and DWSRF.
6. The Mayor is authorized to sign all agreements and documents necessary to effect said Agreement.

The foregoing Resolution 14-19 introduced by Council Member Peace-Jenkins and seconded by Council Member Daye on this the 24th day of February 2014, and having been submitted to a roll call vote, was APPROVED by the following votes: YES: Peace-Jenkins, Daeke, Daye, Kearney and Inscoe. NO: None. ABSTAIN: None. ABSENT: Coffey and Simmons.

D. Michael Rainey, Mayor Pro-Tem

ATTEST:

Esther J. McCrackin, City Clerk

Approved to Legal Form:

John H. Zollicoffer, Jr., City Attorney

(Reference: Minute Book 44, p 128)

**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 is a true and exact copy of *Resolution 14-19*, adopted by the Henderson, City Council in Regular Session on 24 February 2014 (*see Minute Book 43, p 128*). This Resolution is recorded in *Resolution Book # 3*, p 303.

Witness my hand and corporate seal of the City, this 25th day of February 2014.

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

RESOLUTION 12-62

ACCEPTANCE OF A LOAN FROM THE NC DRINKING WATER STATE REVOLVING FUND FOR 2" WATER MAINS AND SERVICES REPLACEMENT PROJECT

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

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

WHEREAS, the Federal Safe Drinking Water Act Amendments of 1996 and the NC 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 of drinking water system improvements, *and*

WHEREAS, the City received an offer of acceptance of a loan for a water system project (project number WIF-1694); *and*

WHEREAS, the City deems it in the best interest to complete this work in order to provide reliable, dependable and environmentally compliant infrastructure systems, *and*

WHEREAS, the amount of the loan is \$1,726,000 for twenty years with a 0.00% interest rate; *and*;

WHEREAS, the new water mains will help with water pressure and water quality for the customers and with maintenance and repair reduction in various locations throughout the City.

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

1. That the City of Henderson (Applicant) will arrange financing for all remaining costs of the project.
2. That the Applicant will adopt and place into effect on or before completion of the project a schedule of fees and charges and other available funds which will provide adequate funds for proper operation, maintenance, and administration of the system and the repayment of all principal and interest on the debt.
3. That the City Council (governing body) of the Applicant agrees to include in the loan agreement a provision authorizing the State Treasurer, upon failure of the City of Henderson to make scheduled repayment of the loan, to withhold from the City of Henderson any State funds that would otherwise be distributed to the local government unit in an amount sufficient to pay all sums then due and payable to the State as a repayment of the loan.
4. That the Applicant will provide for efficient operation and maintenance of the project

on completion of construction thereof.

5. That Mayor James D. O'Geary, the Authorized Official, and successors so titled, is hereby authorized to execute the acceptance of the loan, being more fully articulated in **Attachment A** of this Resolution.
6. 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 application.
7. 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 12-62 introduced by Council Member Peace-Jenkins and seconded by Council Member Coffey on this the 13th day of August 2012, and having been submitted to a roll call vote, was APPROVED by the following votes: YES: Peace-Jenkins, Daeke, Brown, Daye, Coffey and Inscoe. NO: None. ABSTAIN: None. ABSENT: Kearney and Rainey.

James D. O'Geary, Mayor

ATTEST:

Esther J. McCrackin, City Clerk

Approved to Legal Form:

John H. Zollicoffer, Jr., City Attorney

(Reference: Minute Book 42, p. 548)

City Council Action Form

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



Council Meeting: 9 Mar 15 Reg. Meeting

19 February 2015

TO: The Honorable Mayor James D. O'Geary and Members of City Council
FR: Edward A. Wyatt, Interim City Manager
RE: **CAF: 15-37 Consideration of Approval of Resolution 15-22, Authorizing the Mayor and Interim City Manager to Sign the State Archives Records Retention Schedule Amendment**

Ladies and Gentlemen:

Council Retreat Goals Addressed By This Item:

- KSO 1: *Implement Performance Excellence* – Implement Process Improvements

Recommendation:

- Approval of Resolution 15-22, Authorizing the Mayor and Interim City Manager to Sign the State Archives Records Retention Schedule Amendment
- **Executive Summary**

According to NCGS 121-5 and NCGS 132-3, without official approval of the Records Retention Schedule, each municipality is obligated to obtain the Department of Cultural Resource's permission to destroy any record, no matter how insignificant. Periodically amendments are made to the Schedule which need to be brought before Council.

The most recent amendment was received on February 19, 2015, by the City Clerk. The sections being amended are as follows:

- Standard 9, Item 136, ***Law Enforcement Audio and Video Recordings: and***
- Standard 12: Item 19, ***Employee Eligibility Records***

This Resolution will allow the Mayor and Interim City Manager to sign the Records Retention Schedule Amendment.

Attachments:

1. Resolution 15-22

RESOLUTION 15-22

A RESOLUTION AUTHORIZING THE MAYOR AND INTERIM CITY MANAGER TO SIGN THE STATE ARCHIVES RECORDS RETENTION SCHEDULE AMENDMENT

WHEREAS, the City Council conducted its Annual Planning Retreat in January 2015, and during said Retreat identified Strategic Objectives and Goals; *and*

WHEREAS, this Resolution addresses KSO 1: *Implement Performance Excellence* – Implement Process Improvements; *and*

WHEREAS, according to G.S. §121-5 and G.S. §132-3 of the State of North Carolina, public records may only be destroyed with the consent of the Department of Cultural Resources; *and*

WHEREAS, the State Archives of North Carolina recently published amendments to the 2015 Municipal Schedule.

NOW, THEREFORE BE IT RESOLVED BY THE HENDERSON CITY COUNCIL THAT IT DOES HEREBY RATIFY AND APPROVE the City Manager's and Mayor's signature on the Records Retention Schedule Amendment, being more fully articulated in *Attachment A* of this Resolution.

The foregoing Resolution 15-22, introduced by Council Member ** and seconded by Council Member ** on this the 9th day of March, 2015, and having been submitted to a roll call vote, was APPROVED 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 43, p.**)*

Municipal
Records Retention Schedule Amendment

Amending the Municipal Records Retention and Disposition Schedule published September 10, 2012.

STANDARD 4. BUDGET, FISCAL AND PAYROLL RECORDS

Amending item 32 Escheat and Unclaimed Property File as shown on substitute page 29.

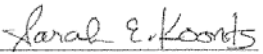
STANDARD 12. PERSONNEL RECORDS

Adding item 1-A Accreditation Records as shown on substitute page 101. ^{Superseded}
~~Amending item 19 Employee Eligibility Records as shown on substitute page 105.~~ January 5, 2015
Amending Items 36 Family Medical Leave Act (FMLA) Records, 42 Leave File, and 43 Leave Without Pay
File as shown on substitute pages 110-111.

APPROVAL RECOMMENDED

City/Town Clerk

Chief Administrative Officer/
City Manager


Sarah E. Koonts, Director
Division of Archives and Records

APPROVED

Mayor


Susan W. Klutz, Secretary
Department of Cultural Resources

August 29, 2013

Municipality

ITEM #	STANDARD-4: BUDGET, FISCAL AND PAYROLL RECORDS		
	RECORD SERIES TITLE	DISPOSITION INSTRUCTIONS	CITATION
27.	DAILY DETAIL REPORTS	Destroy in office after 1 year.*	
28.	DEPOSITS	a) Destroy in office official/ audit copies after 3 years.* b) Destroy in office remaining records after 1 year.	G.S. § 159-32
29.	DETAIL REPORT FILE (FINANCIAL RECORDS FOR GENERAL FUND OR GENERAL LEDGER)	a) Destroy in office annual reports after 3 years.* b) Destroy in office all other reports after 1 year.	
30.	DIRECT DEPOSIT APPLICATIONS/ AUTHORIZATIONS Includes related records such as bank account numbers and routing numbers.	Destroy in office when superseded or obsolete.	Comply with applicable confidentiality provisions of G.S. §132-1.10(b)(5) regarding personal identifying information.
31.	DISTRICT INVESTMENT RECORDS	Destroy in office after 3 years.*	
32.	ESCHEAT AND UNCLAIMED PROPERTY FILE	a) Destroy in office after 10 years if report was filed prior to July 16, 2012.* b) Destroy in office after 5 years if report was filed after July 16, 2012.*	Comply with applicable provisions of G.S. §116B-60 and §116B-73.
33.	EXPENDITURE REPORTS	Destroy in office after 3 years.*	
34.	FACILITY SERVICE AND MAINTENANCE AGREEMENTS See also GRANTS: FINANCIAL item 36, page 30.	a) Destroy in office depreciation schedules 3 years after asset is fully depreciated or disposed. b) Destroy in office remaining records after 3 years.*	

*See *AUDITS, LITIGATION, AND OTHER OFFICIAL ACTIONS*, page vi.

† See signature page. The agency hereby agrees that it will establish and enforce internal policies setting minimum retention periods for the records that Cultural Resources has scheduled with the disposition instruction "destroy when administrative value ends." Please use the space provided.

29

ITEM #	STANDARD-12. PERSONNEL RECORDS		
	RECORD SERIES TITLE	DISPOSITION INSTRUCTIONS	CITATION
1.	ABOLISHED POSITION FILE	Destroy in office when administrative value ends.† Agency Policy: Destroy in office after _____	
1-A.	ACCREDITATION RECORDS Records concerning compliance with those standards outlined by professional accreditation programs.	Destroy in office 1 year after accreditation is obtained, renewed, or no longer valid.*	
2.	ADDRESS FILE	Destroy in office when superseded or obsolete.	
3.	ADS AND NOTICES OF OVERTIME, PROMOTION, AND TRAINING OPPORTUNITIES	Destroy in office 1 year from date record was made.	29 CFR 1627.3
4.	AFFIRMATIVE ACTION FILE	a) Destroy in office all reports, analyses, and statistical data after 5 years. b) Destroy in office affirmative action plans 5 years from date superseded.	29 CFR 30.8(b)(e) 29 CFR 1608.4
5.	APPRENTICESHIP PROGRAM RECORDS	Destroy in office 5 years from the date of enrollment.	29 CFR 30.8(e)
6.	APTITUDE AND SKILLS TESTING RECORDS Records concerning aptitude and skills tests required of job applicants or of current employees to qualify for promotion or transfer. May include civil service examinations. See also <u>EMPLOYMENT SELECTION RECORDS</u> item 32, page 109.	a) Destroy in office applicant and employee test papers 2 years from date record was created. b) Destroy in office validation studies and copies of tests 2 years after no longer in use. c) Destroy in office records relating to the planning and administration of tests in office after 2 years.	29 CFR 1602.31 29 CFR 1602.40 29 CFR 1602.49

*See *AUDITS, LITIGATION, AND OTHER OFFICIAL ACTIONS*, page vi.

† See signature page. The agency hereby agrees that it will establish and enforce internal policies setting minimum retention periods for the records that Cultural Resources has scheduled with the disposition instruction "destroy when administrative value ends." Please use the space provided.

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ITEM #	STANDARD 12. PERSONNEL RECORDS		
	RECORD SERIES TITLE	DISPOSITION INSTRUCTIONS	CITATION
35.	EQUAL PAY RECORDS Includes reports, studies, aggregated or summarized data, and similar documentation compiled to comply with the Equal Pay Act.	Destroy in office after 2 years.	29 CFR 1620.32
36.	FAMILY MEDICAL LEAVE ACT (FMLA) RECORDS Records concerning leave taken, premium payments, employer notice, medical examinations considered in connection with personnel action, disputes with employees over FMLA and other related records.	Item discontinued. See LEAVE FILE item 42, page 111.	
37.	FRINGE BENEFITS FILE	Destroy in office when administrative value ends. [†] Agency Policy: Destroy in office after _____	
38.	GRIEVANCE FILE Includes initial complaint, investigations, actions, summary, and disposition. May include disciplinary correspondence, including email. See also DISCIPLINARY FILE item 11, page 102 and PERSONNEL RECORDS (OFFICIAL COPY) item 47, page 112.	Destroy in office after 2 years.	
39.	HEALTH INSURANCE FILE Completed claim forms and other records concerning employees covered by health plans.	Destroy in office after 2 years.*	
40.	INCREMENTS FILE	Destroy in office when released from all audits.	
41.	INTERNSHIP PROGRAM FILE Records concerning interns and students.	Destroy in office after 3 years.	

*See AUDITS, LITIGATION, AND OTHER OFFICIAL ACTIONS, page vi.

[†] See signature page. The agency hereby agrees that it will establish and enforce internal policies setting minimum retention periods for the records that Cultural Resources has scheduled with the disposition instruction "destroy when administrative value ends." Please use the space provided.

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ITEM #	STANDARD-12. PERSONNEL RECORDS		
	RECORD SERIES TITLE	DISPOSITION INSTRUCTIONS	CITATION
42.	LEAVE FILE Records concerning employee leave, including requests for and approval of sick, vacation, overtime, buy-back, shared, donated, military, etc. Includes premium payments, employer notice, medical examinations considered in connection with personnel action, disputes with employees over the Family Medical Leave Act (FMLA), and other related records.	Destroy in office 3 years after return of employee or termination of employment.*	29 CFR 825.110(b)(2)(i) 29 CFR 825.500(b)
43.	LEAVE WITHOUT PAY FILE	Item discontinued. See LEAVE FILE, item 42, page 111.	
44.	LONGEVITY PAY REQUESTS	Destroy in office when released from all audits.	
45.	MERIT AND SENIORITY SYSTEM RECORDS	a) Destroy in office employee-specific records after 3 years. b) Destroy in office system and plan records 1 year after no longer in effect.	29 CFR 1627.3
46.	PERSONNEL ACTION NOTICES Records used to create or change information in the personnel records of individual employees concerning such issues as hiring, termination, transfer, pay grade, position or job title, name change and leave.	a) Transfer records as applicable to PERSONNEL RECORDS (OFFICIAL COPY) item 47, page 112. b) Destroy in office all remaining records 2 years from date record was created, received, or the personnel action involved.	

*See *AUDITS, LITIGATION, AND OTHER OFFICIAL ACTIONS*, page vi.

† See signature page. The agency hereby agrees that it will establish and enforce internal policies setting minimum retention periods for the records that Cultural Resources has scheduled with the disposition instruction "destroy when administrative value ends." Please use the space provided.

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City Council Action Form

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



Council Meeting: 9 Mar 15 Short Reg. Meeting

19 February 2015

TO: The Honorable Mayor James D. O'Geary and Members of City Council
FR: Ed Wyatt, Interim City Manager
RE: **CAF: 15-09**
Consideration of Approval of Resolution 15-08, Directing the Clerk for the City of Henderson, North Carolina (City) to Investigate the Sufficiency of an Annexation Petition

Ladies and Gentlemen:

Council Retreat Goals Addressed By This Item:

- **Key Strategic Objective 3:** Enhance Economic Development - AP: 3-7- Develop Annexation Plan

Recommendation:

- Approval of Resolution 15-08, Directing the Clerk for the City of Henderson, North Carolina (City) to Investigate the Sufficiency of an Annexation Petition

Executive Summary:

A dialysis center is being constructed on Toyota Lane and currently is outside the City limit. This property is in the process of being annexed by the City. A new sanitary sewer main was installed to the site on the condition a voluntary annexation petition was submitted. In accord with the requirements of North Carolina General Statute §160A-31, "Annexation by Petition", this resolution directs the City Clerk to investigate the sufficiency of the petition and to certify to the Council the result of her investigation.

This action is one of several steps that will be taken during this annexation process.

Attachments:

1. Resolution 15-08

RESOLUTION 15-08

DIRECTING THE CLERK TO INVESTIGATE AN ANNEXATION PETITION RECEIVED UNDER N.C.G.S. § 160A-31

WHEREAS, the City Council (Council) conducted its Annual Planning Retreat in 2015 and identified eight Key Strategic Objectives (KSOs) and Goals; *and*

WHEREAS, this Resolution addresses KSO-3: Enhanced Economic Development; *and*

WHEREAS, a petition requesting annexation, which is attached, was received by the Council on 1 October 2014; *and*

WHEREAS, North Carolina General Statute §160A-31 requires the City Clerk to investigate the sufficiency of the petition and certify the results of her investigation

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL that the City Clerk is directed to investigate the sufficiency of the attached petition (**Attachment A**) and certify the result of her investigation to the Council.

Resolution 15-08, 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: 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, p ***; CAF 15-09*

PETITION FOR VOLUNTARY ANNEXATION TO THE CITY OF HENDERSON
OF A NONCONTIGUOUS AREA (SATELLITE)

To the Mayor and Members of the City Council of the City of Henderson, N.C.:

The undersigned respectfully petition the City Council of the City of Henderson to annex the hereinafter described property to the City of Henderson, such annexation to be pursuant to Part 4, Article 4A, Chapter 160A of the North Carolina General Statutes (G.S. 160A-58-et seq.) In support of this petition and pursuant to G.S. 160A-58-1, the undersigned do hereby respectfully submit the following information:

1. The undersigned whose names are signed to this petition own all real estate in the area described herein, with the exception of the following: Owners of real property that is wholly exempt from property taxation under the Constitution and laws of North Carolina; Railroad Companies; Public Utility as defined in G.S. 62-3(23); Electric Membership Corporation; and Telephone Membership Corporations.
2. The nearest point of the area described herein to the primary corporate limits of the City of Henderson is not more than three (3) miles.
3. No part of the area described herein is closer to the primary corporate limits of another city than to the primary corporate limits of the City of Henderson.
4. If any part of the area described herein is a part of a subdivision as defined in G.S. 160A-376, then all of said Subdivision is included within the area described.
5. This area proposed for annexation under this petition is described by metes and bounds as follows:

(ATTACH A METES AND BOUNDS DESCRIPTION FOR THE AREA TO BE ANNEXED)

Respectfully submitted this 1 day of October, 20 14.

Type or Print Name of Property Owner(s)	Address and Phone Number:	Property PIN# Parcel ID#
1) <u>Ruin Creek Investments LLC</u>	<u>PO Box 706</u>	<u>411 04006</u>
2) _____	<u>Henderson NC</u>	<u>411 04007</u>
3) _____	<u>919-610-1033</u>	_____
4) _____	_____	_____
5) _____	_____	_____

Please sign and complete the requested information on the Signature page of this petition

(For City Use Only)

Date Received: _____ Total Land Mass: _____
Received By: _____ % Satellite _____ If > 10% return

ALL SIGNATURES MUST BE NOTARIZED!!!

ANNEXATION PETITION SIGNATURE PAGE - Continued -

CORPORATION: Affix Seal:
Rwin Creek Investments LLC
Name of Corporation (Type or Print)
By: Samuel M Watkins III M Manager
Signature and Title
Samuel M Watkins III
(Type or Print Name)

Attested By: _____
Signature and Title

(Type or Print Name)

NOTARIZATION

NORTH CAROLINA

Vance COUNTY

I, the undersigned Notary Public in and for the aforesaid County and State, certify that Samuel M Watkins III
personally came before me this day and acknowledged the due execution of the foregoing instrument.

Witness my hand and notarial seal this the 1st day of October, 20 14.



Shelley Alford
Notary Public
My commission expires 3-17-16

PARTNERSHIP

Name of Partnership (Type or Print)

By: _____
Signature and Title

(Type or Print Name)

_____ general partnership

_____ limited partnership

Attested By: _____
Witness, Signature and Title

(Type or Print Name)

NOTARIZATION

NORTH CAROLINA

_____ COUNTY

I, the undersigned Notary Public in and for the aforesaid County and State, certify that _____
personally came before me this day and acknowledged the due execution of the foregoing instrument.

Witness my hand and notarial seal this the _____ day of _____, 20 _____.

Notary Public

My commission expires _____

Parcel Description:

A New Lot being all of Parcel II and a portion of Parcel III in P.B. X, Pg. 545, containing 2.20 acres as further described below:

Beginning at a point in the Northwestern corner of the intersection of Toyota Lane (Private) and Ruin Creek Road (S.R. 1128), being the Southeastern most corner of the New Lot. From the Point of Beginning run thence along the Northern right-of-way of Ruin Creek Road $S74^{\circ}05'17''W$ 244.40' to an existing concrete monument, $S70^{\circ}47'58''W$ 107.83' to an existing concrete monument, $S85^{\circ}55'29''W$ 1.24' to an existing iron pipe being the Southeastern corner of the tract of Henderson United Church of Christ. Thence along the line with Henderson United Church of Christ $N01^{\circ}26'31''W$ 210.07' to an existing metal rebar, $N01^{\circ}26'31''W$ 210.22' to a new point being the Northwest corner of the New Lot. Thence $N88^{\circ}33'29''E$ 190.01' along the proposed New Lot line to a point in the Western right-of-way of Toyota Lane. Thence along the Western right-of-way of Toyota Lane $S01^{\circ}26'31''E$ 14.07' to a point, continuing along the Western right-of-way of Toyota Lane on a curve with a chord of $S17^{\circ}49'32''E$ 143.94', a radius of 255.00', and an arc length of 145.92' to an iron pipe, $S34^{\circ}13'10''E$ 97.22' to an iron pipe, $S33^{\circ}16'28''E$ 108.72' to an existing concrete monument, being the Point of Beginning.

Meetings and Events Calendar

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

Date	Time	Event	Location
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	 Good Friday 	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
Apr 13 th	9:30 AM	KLRWS Advisory Board Meeting	City Hall Large Conference Room
Apr 13 th	6:00 PM	City Council Regular Meeting	City Council Chambers
Apr 14 th	3:00 PM	Henderson Appearance Committee Meeting	City Council Chambers
Apr 27 th	6:00 PM	City Council Short Reg. Meeting Work Session to Immediately Follow	City Council Chambers
May 4 th	3:30 PM	Henderson Planning Board Meeting	City Council Chambers
May 5 th	3:30 PM	Henderson Zoning Advisory Board Meeting	City Council Chambers
May 11 th	5:00 PM	Perry Memorial Library Advisory Board Meeting	Perry Memorial Library
May 11 th	6:00 PM	City Council Regular Meeting	City Council Chambers
May 14 th	12:00 PM	Henderson-Vance Parks & Recreation Commission Meeting	Aycock Recreation Center
May 21 st	7:00 PM	Human Relations Commission Meeting	City Council Chambers
May 25 th	Council Meeting Cancelled	HAPPY  MEMORIAL DAY	City Hall Closed
May 29 th	10:00 AM	Henderson-Vance 911 Advisory Board Meeting	E-911 Operations Center
Jun 1 st	3:30 PM	Henderson Planning Board Meeting	City Council Chambers
Jun 2 nd	3:30 PM	Henderson Zoning Advisory Board Meeting	City Council Chambers

Last Updated 3 March 2015



Henderson Fire Department

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

Daniel E. Wilkerson
Fire Chief

TO: ED WYATT, INTERIM CITY MANAGER
FROM: DANIEL E. WILKERSON, FIRE CHIEF
DATE: MARCH 3, 2015

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

FIRE SUPPRESSION AND RESCUE ACTIVITY REPORT FOR: February 2015

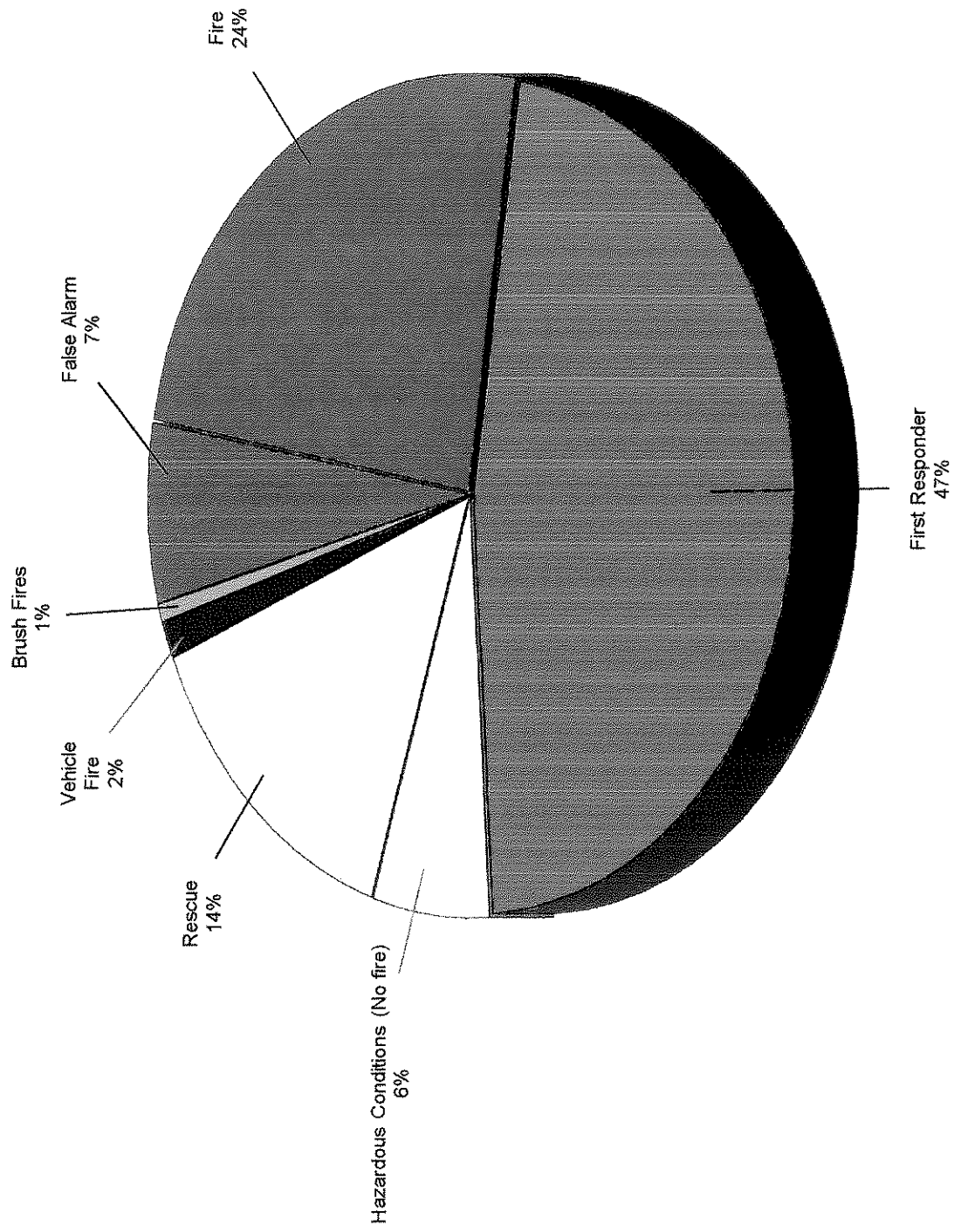
TYPE OF CALL	PRESENT MONTH	PREVIOUS MONTH	YEAR-TO-DATE
PRIVATE DWELLINGS (1 or 2 Family), Including Mobile Homes	31	23	54
APARTMENTS (3 or More Families)	3	12	15
HOTELS AND MOTELS	3	0	3
ALL OTHER RESIDENTIAL (Dormitories, Boarding Houses, Tents, etc.)	0	0	0
PUBLIC ASSEMBLY (Church, Restaurant, Clubs, etc.)	5	4	9
SCHOOLS AND COLLEGES	0	0	0
HEALTH CARE AND PENAL INSTITUTIONS (Hospitals, Nursing Homes, Prisons, etc.)	5	2	7
STORES AND OFFICES	3	2	5
INDUSTRY, UTILITY, DEFENSE, LABORATORIES, MANUFACTURING	2	2	4
STORAGE IN STRUCTURES (Barns, Vehicle storage Garages, General Storage, etc.)	0	0	0
OTHER STRUCTURES (Outbuildings, Bridges, etc.)	0	0	0
WORKING STRUCTURE FIRE	5	2	7
FIRES IN HIGHWAY VEHICLES (Autos, Trucks, Buses, etc.)	2	3	5
FIRES IN OTHER VEHICLES (Planes, Trains, Ships, Construction or Farm Vehicles)	0	0	0

FIRE OUTSIDE OF STRUCTURES WITH VALUE INVOLVED, BUT NOT VEHICLES (Outside Storage, Crops, Timber, etc.)	0	0	0
FIRES IN BRUSH, GRASS, WILD LAND (Excluding Crops and Timber) With No Value Involved	4	1	5
FIRES IN RUBBISH, INCLUDING DUMPSTERS (Outside structures), With No Value Involved	0	3	3
ALL OTHER FIRES	0	3	3
RESCUE	40	27	67
FIRST RESPONDER	135	200	335
FALSE ALARM RESPONSES (Malicious or Unintentional False Calls, Malfunctions, Bomb Scares)	20	19	39
MUTUAL AID OR ASSISTANCE RESPONSES	11	6	17
HAZARDOUS MATERIALS RESPONSES (Spills, Leaks, etc.)	5	1	6
OTHER HAZARDOUS RESPONSES (Arcing wires, Bomb Removal, Power Line Down, etc.)	12	5	17
ALL OTHER RESPONSES (Smoke Scares, Lock-Outs, Animal Rescues, etc.)	3	7	10
TOTALS	289	322	611

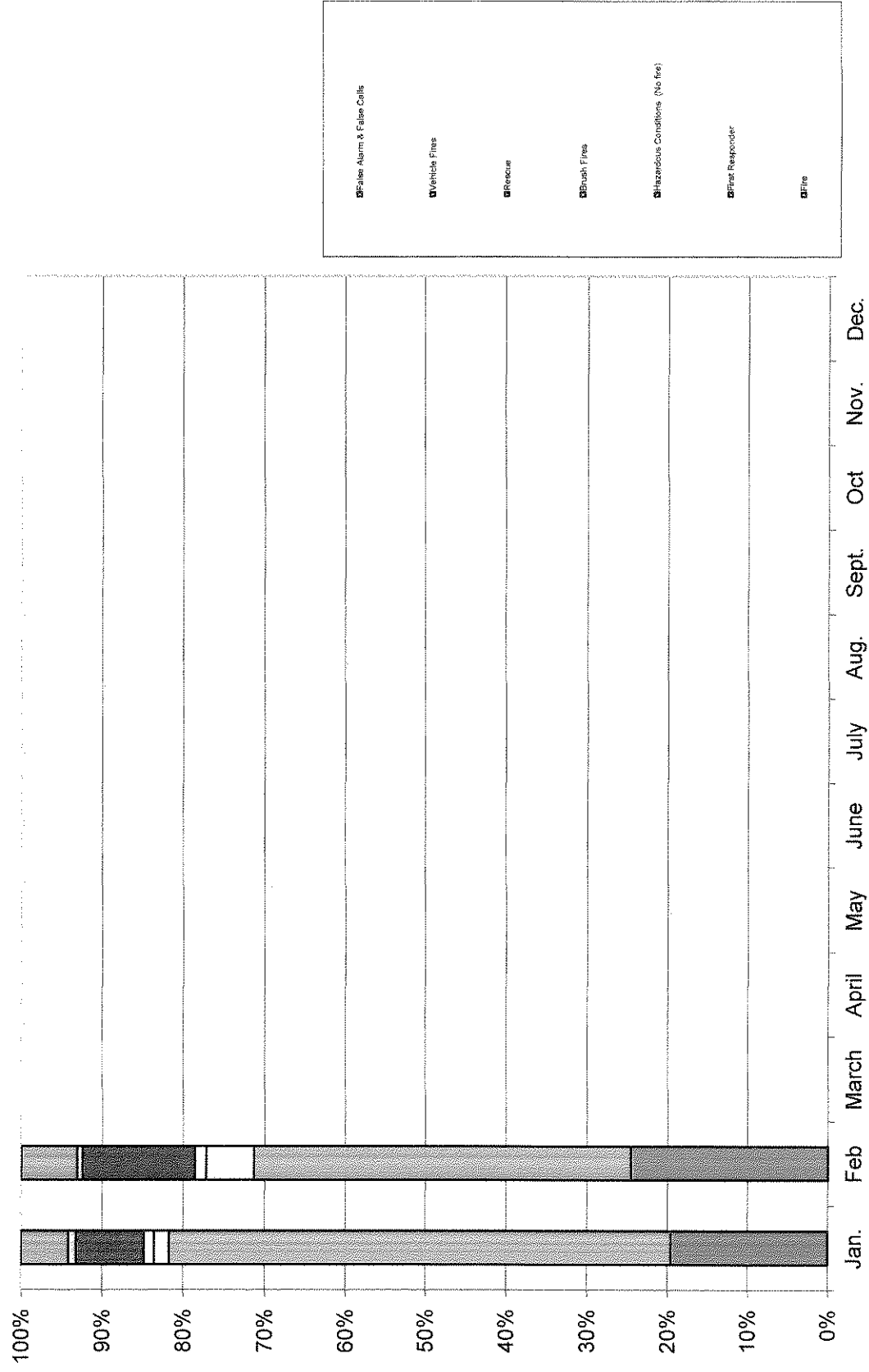
	PRESENT MONTH	PREVIOUS MONTH	YEAR-TO-DATE
Total Fire Incidents With Property and/or Contents Loss	12	9	21
Total of Property and Contents Value Saved	\$ 863,668.00	\$ 1,332,455.00	\$ 2,196,123.00

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

Incident Summary For February



YEAR TO DATE SUMMARY BY MONTH FOR 2015



INSPECTION ACTIVITIES REPORT FOR: February, 2015

INSPECTIONS	PRESENT MONTH	PREVIOUS MONTH	YEAR-TO-DATE
ASSEMBLY	4	6	10
BUSINESS	24	11	35
EDUCATIONAL	0	0	0
HAZARDOUS	0	0	0
INDUSTRIAL	3	0	3
INSTITUTIONAL	4	1	5
MERCANTILE	9	11	20
RESIDENTIAL	5	5	10
STORAGE	0	0	0
DAY CARE	0	0	0
HOME CARE	0	0	0
FOSTER CARE	0	0	0
VACANT	0	0	0
TOTALS	49	34	83

	PRESENT MONTH	PREVIOUS MONTH	YEAR-TO-DATE
CODE VIOLATIONS	22	24	46
FOLLOW UP INSPECTIONS	11	6	17

FIRE PREVENTION ACTIVITY REPORT FOR YEAR OF: 2015

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEPT	OCT	NOV	DEC	TOTALS
Service Calls to Residents	20	10											30
Home Inspections / Door Hanger Follow Ups	2	0											2
Smoke Alarms Installed	11	5											16
Batteries Installed in Smoke Alarms	9	5											14
Fire Extinguisher Classes	0	2											2
School / Daycare Presentations	1	2											3
Community / Civic Group Presentations	0	3											3
Station Tours	1	0											1
Total Participants in Fire & Life Safety Programs	200	400											600
Community / Business Displays	1	0											1
Child Safety Seat Clinics	0	0											0
Child Safety Seats Inspected	6	3											9
Child Safety Seats Distributed	0	0											0
Shift Coverage Hours	48	0											48
Fire Inspections	24	45											69

MONTHLY CITATION REPORT FOR THE MONTH OF: JANUARY 2015

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

TRAINING DIVISION PRODUCTIVITY - FEBRUARY 2015

Henderson Fire Department

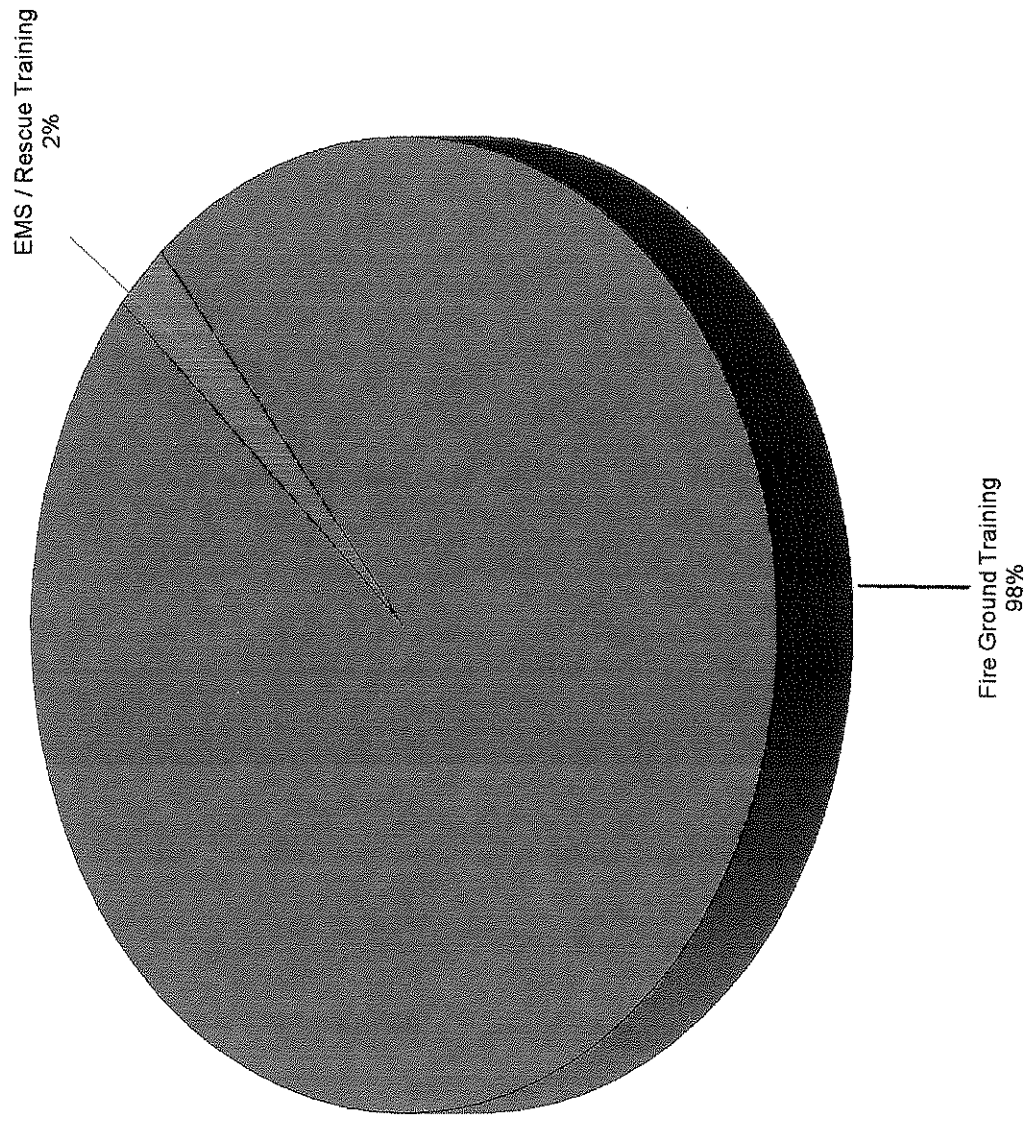
Types of Courses Taught	Course Hours Taught	Man-hours of Training
Fire Ground Training	163.5	652
EMS / Rescue Training	4	48
Special Training	0	0

Totals	167.5	700
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	Course Hours Taught	Man-hours of Training
PREVIOUS MONTH TOTAL	107.5	722

YEAR - TO - DATE TOTAL	275	1422
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Training Hours by Category - February 2015



Fire Department Regulatory Compliance

The Fire Department has met all regulatory compliance items for the month of February 2015



Proclamation 15-02

PROCLAMATION
MULTIPLE SCLEROSIS AWARENESS WEEK
March 2-8, 2015

WHEREAS, Multiple Sclerosis (MS) is a neurological disease of the central nervous system which affects someone new hourly; *and*

WHEREAS, the National Multiple Sclerosis Society - Greater Carolinas Chapter reports that the disease generally strikes people between 20 and 50, and causes unpredictable effects in which the progression, severity and specific systems cannot be foreseen, and the cause and cure for this often debilitating disease remains unknown; *and*

WHEREAS, since 1946, the National Multiple Sclerosis Society has been a driving force for MS research, relentlessly pursuing prevention, treatment and a cure by investing more than 868 million dollars in groundbreaking research; *and*

WHEREAS, funds raised through the National Multiple Sclerosis Society fuel the efforts of nearly 380 research projects at the best medical centers, universities and other institutions globally; *and*

WHEREAS, discovering the cause, finding a cure and preventing future generations from being diagnosed with MS is an important task that all Americans and North Carolinians should support; *and*

WHEREAS, the City of Henderson, North Carolina recognizes the importance of finding the cause and cure of MS, and expresses its appreciation and admiration for the dedication that the National Multiple Sclerosis Society – Greater Carolinas Chapter has shown toward a future free of MS.

NOW THEREFORE, I, JAMES D. O'GEARY, Mayor of the City of Henderson, North Carolina, do hereby proclaim March 2-8, 2015, as *MS Awareness Week* and encourage all citizens of Henderson, North Carolina to learn more about multiple sclerosis and what can be done to support individuals with MS and their families.

James D. O'Geary, Mayor

IN TESTIMONY WHEREOF, I have hereunto set my hand and caused to be affixed the Great Seal of the City of Henderson in the State of North Carolina this the 1st day of March 2015.

Esther J. McCrackin City Clerk



Proclamation 15-04

PROCLAMATION
ST. BALDRICK'S FOUNDATION DAY
❧

WHEREAS, worldwide, more than 175,000 children are diagnosed with cancer each year; *and*

WHEREAS, childhood cancer is the number one cause of death by disease of children in the United States; *and*

WHEREAS, the St. Baldrick's Foundation is the largest volunteer-driven charity committed to funding the most promising research to find cures for childhood cancers and give survivors long and healthy lives; *and*

WHEREAS, the St. Baldrick's Foundation currently funds more in childhood cancer research grants than any organization except the U.S. government; *and*

WHEREAS, in keeping with the long-standing and selfless commitment to the citizens they serve, the Henderson Police Department, in conjunction with the Fraternal Order of Police Hubert E. Tyndall Lodge #33 and the Henderson-Vance Downtown Development Commission, is supporting the St. Baldrick's Foundation by hosting a St. Baldrick's event in downtown Henderson on Saturday, April 11, 2015; *and*

WHEREAS, enlisting the recognition and support of elected officials in the City of Henderson will help to raise awareness and move us closer to finding cures and better treatment options for kids battling this disease.

NOW THEREFORE, I, Mayor James D. O'Geary, do hereby proclaim Saturday, April 11, 2015, to be ***ST. BALDRICK'S FOUNDATION DAY*** and urge all the citizens of the City of Henderson to recognize the seriousness of childhood cancers and the meritorious work of the St. Baldrick's Foundation.

James D. O'Geary, Mayor

IN TESTIMONY WHEREOF, I have hereunto set my hand and caused to be affixed the Great Seal of the City of Henderson in the State of North Carolina on this the 5th day of March, 2015.

Esther J. McCrackin City Clerk

City Council Memo

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



Council Meeting: 9 Mar 2015 Regular Meeting

2 March 2015

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

FR: Edward A. Wyatt, Interim City Manager

RE: CM: 15-03
Consideration of a Work Order/Asset Management System

Ladies and Gentlemen:

As part of our never ending process improvement efforts, the engineering department has researched software that better documents work orders in the Public Service department against multiple asset classes (i.e. water lines, sewer lines, fire hydrants, streets, storm sewers, trucks, equipment etc.) The information in the work order is then compiled and uploaded to an asset management program within the same piece of software and ultimately capital improvement projects can be identified based on empirical evidence (i.e. historical costs, service age, rate of failure, is this a high priority line, technical complications that would require a specialist etc.

The current process of assigning work is for a supervisor or citizen to identify an asset that needs repairing then call the operations center. The administrative dispatcher then writes up a paper work order and if the need is immediate, assigns the work order to a crew leader and notifies the supervisor. If the need is not so immediate the dispatcher forwards the work order to the supervisor who assigns this work to a crew leader. Once the work is complete the crew leader gives the work order to the dispatcher and notifies the supervisor. All work orders only have an original and a back-up which makes follow through of the repair a difficult item to track.

The existing paper work order system does not tie the work to a specific asset at a specific location. Work orders typically do not contain materials, labor and equipment which are documented on another form that does not directly correlate with the asset/work order.

An interactive work order/asset management system will integrate the assignment of work to a specific person, on a specific asset (i.e. water line, sewer, street, truck, pump building etc.) , at a specific location, with a detailed listing of costs (man-hours, equipment and parts) then ensure quality assurance through a notification system to supervisors. The work order system will track the parts taken from inventory and notify the stock room supervisor when stock is getting low, so that individual can reorder and have the parts on hand in the event of an emergency. This will also aid the administrative staff who dispatches the calls in the event the citizen requesting the

assistance inquires about the status of the repair. The program can be set up to notify the citizen if they have an email address when the repair is completed. When staff becomes more versed in the use of the program, citizens can access the work order from the City's web site and input the work request directly but, this work will not be dispatched until staff has elevated the request to an actual work order.

The benefits to a program of this type is that it allows preventative maintenance to be scheduled, work to be assigned and better documentation of the work performed by crews and provide identifiers or triggers to define the need for a Capital Project to meet the long term needs of the City. Reports and costs can be generated easily for short term and long term projects.

The Work Order/Asset Management System is a significant step and would be phased in two steps

- 1) Phase 1 will involve integrating our existing systems with the program, developing reports layouts, training, system permissions user roles.
- 2) The second 2 phase will be to use the system in the field with a small initial roll out and then bring in more users as the kinks get worked out.

The initial implementation Phase 1 will take approximately 6 to 9 months depending on how quick we relay the information to them and how quickly we learn the program. As staff becomes more comfortable with the program and the learning curve flattens out; modules can be rolled out by staff to other departments. The cost for the Phase 1 implementation is \$26,700 which the developers will begin this work as soon as we sign the contract and then the first year's annual cost will be due in the Fiscal Year (July 1) which is \$16,000. The annual renewal cost will then become due every July from that point forward. The data will be hosted on the City's servers and can be accessed via the internet.

Year 1 cost \$42,700 (\$26,700 implementation + \$16,000)

Year 2 cost \$10,000

Year 3 cost \$16,000

Year 4 costs (\$1/ citizen per year)

The implementation costs would be paid for by using the remaining funds (approximately \$30,000) from the Julia Avenue capital improvement project. Some of the Julia Avenue funds were used to develop the standard specifications with McGill Associates and the Engineer Joint Council Document Committee (EJCDC). Once the program is up and running with most of the kinks worked out then other departments can be brought on-line and ultimately all departments can cost share so that one department is not bearing all the expense.

The annual expense provides the City technical support, free training, free upgrades to the software, upgrades that provide seamless integration with other software (i.e. windows operating system upgrade, iPad software upgrades). The benefits are extensive and can provide the City with a quick accounting tool in the event an emergency happens and costs need to be levied against the party that caused the incident.

I would request to bring this back before council for a vote at the next meeting.



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March 4, 2015

To: Mayor O'Geary and Members of City Council
From: Ed Wyatt, Interim City Manager
Re: M/CC-51: Green Rural Development Co-Op

Enclosed you will find a letter from Mr. Henry Crews of the Green Rural Development Co-Op that is essentially a follow up to interested parties comments at the last Council meeting.

This item will be discussed with as a work session item at the end of the regular Council meeting Monday night. Please note that time is of the essence in conjunction with this organizations grant application and their need to establish an in kind match.

There are apparently a number of City/County owned lots within the City including the lot at the corner of Pearl and Lone Streets. (See enclosure). In order to facilitate this discussion, I have asked Corey Williams to identify such lots.

As mentioned, the products grown on these lots would be in accord with the Good Agriculture Practice (GAP). A state agency would develop a conservation plan for each lot.

It is acknowledged that there is a possibility that consideration of these surplus lots will need to be reviewed by the Land Planning Committee. In the meantime, I will confer with the Rix Edwards, City Attorney, relative to the procedure required to donate surplus property to a non-profit agency. Of course, the City and County would need to work together in this regard!

I will be meeting on Monday morning with Mr. Crews to follow up our discussion in light of addressing this multi-dimensional subject. I have taken the liberty of asking Council Member James Kearny to assist me in this regard.

I sensed from the last Council meeting, a great interest in assisting with this important program that would be an asset to neighborhoods.

Enclosure:

cc: Corey Williams, Development Services Director
Frank Frazier, Assistant City Manager
D. Rix Edwards, City Attorney