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Regular Meeting
Monday, May 17, 2021
6:30 PM
Council Chambers
Meeting Agenda

Call Meeting To Order:

1. Mayor Michael

Special Presentations:

2. Presentation of a City Retirement Certificate to Colleen Conroy - 25 Years of Service
3. Centralina Regional Council Award - COVID-19 Resiliency Award for Remote Learning Center at EE Waddell Community Center
4. National Public Works Week Proclamation
5. NC State University ITRE Road Scholar Program Awards

Approval Of Minutes:

6. Consider Approval of the May 3, 2021 Regular and Closed Meeting Minutes

Public Hearings:

7. Ordinance 21-19 -To Rezone 1611 Almond St from GHBD to R-10
8. Ordinance 21-20 - To Rezone 323 Brooks St from CBD to LID

Agenda Adjustments:

Unannounced Delegations:

Administrative Reports:

9. Preview of Alleyway Design Concept
10. FY2021 Public Housing Agency Plan Update
11. Departmental Spotlight - Public Works Department
12. Departmental Monthly Reports

Consent Agenda:

13. Ordinance 21-21 - To Establish a Special Revenue Fund for the Receipt of American Rescue Plan Funds
14. Resolution Designating Personnel for American Rescue Fund Program

New Business:

15. Information - COVID Impacted Utility Accounts

Adjournment:

16. Adjourn until Tuesday, May 18, 2021 at 4:00 pm for a Budget Workshop

Print

Title – Mayor Michael

Description:

Is this item budgeted?

Not Applicable

Fiscal Impact:

Management Recommendation:

ATTACHMENTS:

Name:	Description:
No Attachments Available	

APPROVALS:

Date/Time:	Approval:	Department:	
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Title – Presentation of a City Retirement Certificate to Colleen Conroy - 25 Years of Service

Description:

Please see the attachment for Ms. Conroy's work history.

Is this item budgeted?

Not Applicable

Fiscal Impact:

Management Recommendation:

ATTACHMENTS:

Name:	Description:
<input type="checkbox"/> C_Conroy_Work_History.pdf	C Conroy Work History

APPROVALS:

Date/Time:	Approval:	Department:	
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Colleen Conroy

Last Working Day: 02/26/2021

Retirement Date: 03/01/2021

02/16/1995	Hired as Accounting Manager
05/31/1996	Terminated
06/02/1996	Re-hired as Temporary Employee (Accounting Manager)
09/30/1996	Terminated
07/15/1997	Re-hired as Accounting Manager
03/01/1998	Appointed Interim Finance Director
06/15/1998	Changed position back to Accounting Manager
10/11/1999	Appointed Interim Finance Director again
11/08/1999	Changed position back to Accounting Manager
03/18/2001	Interim Finance Director
10/07/2001	Hired as Finance Director
03/01/2021	Remained in this position until retirement
03/01/2021	Retired with a total of 25 years of service

Print

Title – Centralina Regional Council Award - COVID-19 Resiliency Award for Remote Learning Center at EE Waddell Community Center

Description:

Parks and Recreation Director Lisa Kiser will present and discuss this award.

Is this item budgeted?

Not Applicable

Fiscal Impact:

Management Recommendation:

ATTACHMENTS:	
Name:	Description:
No Attachments Available	

APPROVALS:			
Date/Time:	Approval:	Department:	
5/11/2021 9:12 AM	Approved	City Clerk	
5/11/2021 9:36 AM	Approved	Administration	

Print

Title – National Public Works Week Proclamation

Description:

American Public Works Association is proud to announce "**Stronger Together**" as the theme for the 2021 National Public Works Week May 16th – 23rd. This year's exciting theme challenges elected officials and community citizens to think about the role public works plays in creating a great place to live. By working together, the impact citizens and public works professionals can have on their communities is magnified and results in the ability to accomplish goals once thought unattainable.

Public Works helps maintain a community's strength by working together to provide an infrastructure of services in transportation infrastructure, fleet maintenance, stormwater management, public buildings & grounds, solid waste & recycling services, and right-of-way management. Public Works provides togetherness needed for collaboration with all the stakeholders and other departments in capital projects, infrastructure solutions, and quality of life services throughout the City of Albemarle.

Is this item budgeted?

Not Applicable

Fiscal Impact:

Management Recommendation:

ATTACHMENTS:	
Name:	Description:
<input type="checkbox"/> National_Public_Works_Week_Proclamation_2021.docx	PW Week Proclamation

APPROVALS:			
Date/Time:	Approval:	Department:	
5/10/2021 3:22 PM	Approved	City Clerk	
5/10/2021 3:22 PM	Approved	Administration	



National Public Works Week Proclamation

May 16 – 23, 2021

“Stronger Together”

WHEREAS, public works professionals focus on infrastructure, facilities and services that are of vital importance to sustainable and resilient communities and to the public health, high quality of life and well-being of the people of Albemarle, North Carolina; and,

WHEREAS, these infrastructure, facilities and services could not be provided without the dedicated efforts of public works professionals, who are engineers, managers and employees at all levels of government and the private sector, who are responsible for rebuilding, improving and protecting our community’s transportation infrastructure, fleet maintenance, storm water management, public buildings & grounds, solid waste & recycling services and right-of-way maintenance that is essential for our citizens; and,

WHEREAS, it is in the public interest for the citizens, civic leaders and children in Albemarle, North Carolina to gain knowledge of and to maintain an ongoing interest and understanding of the importance of public works and public works programs in their respective communities; and,

WHEREAS, the year 2021 marks the 61st annual National Public Works Week sponsored by the American Public Works Association be it now,

RESOLVED, the Albemarle City Council, do hereby designate the week May 16 – 23, 2021 as National Public Works Week; I urge all citizens to join with representatives of the American Public Works Association and government agencies in activities, events and ceremonies designed to pay tribute to our public works professionals, engineers, managers and employees and to recognize the substantial contributions they make to protecting our community health, safety, and quality of life.

Proclaimed, this 17th day of May 2021.

City Of Albemarle

North Carolina

By: _____

□ Print

Title – NC State University ITRE Road Scholar Program Awards

Description:

Public Works Director Ross Holshouser will present and discuss these awards.

Local government agencies in North Carolina who have the responsibility for streets and roads are entrusted to see that these streets and roads are safe and properly constructed and maintained. Employees must be trained in the basics of construction and maintenance as well as staying current in the latest practices.

The Roads Scholar and Advanced Roads Scholar programs provide special training programs administered by North Carolina's Local Technical Assistance Program (NC LTAP) that allow local government agencies access to high quality training for their employees at a reasonable cost.

Roads Scholar

NC LTAP's first level of recognition is the Roads Scholar Program, which provides a curriculum of training to enable Public Works, Street Division workers to study road fundamentals, safety, drainage, snow and ice removal, and training management. Being a Roads Scholar can help employees develop professionalism and advance in their careers. Courses can be taken in any order from any level at any time. You must meet the requirements of a Roads Scholar first, in order to move on to receive recognition as an Advanced Road Scholar.

The Roads Scholar Program consists of one- or two-day training sessions, regularly offered through NC LTAP each year. To become a Roads Scholar, 7 of the 19 offered training sessions identified below must be completed.

Is this item budgeted?

Not Applicable

Fiscal Impact:

Management Recommendation:

ATTACHMENTS:	
Name:	Description:
<input type="checkbox"/> KLuther_Road_Scholar.pdf	Kevin Luther
<input type="checkbox"/> DHatley_Road_Scholar.pdf	Doyle Hatley

APPROVALS:			
Date/Time:	Approval:	Department:	
5/11/2021 3:32 PM	Approved	City Clerk	
5/11/2021 3:32 PM	Approved	Administration	



ITRE

Institute for Transportation Research and Education
North Carolina State University



December 17, 2020

Kevin Luther
City of Albemarle
PO Box 190
Albemarle, NC 28002-0190

RE: Letter of Notification of Roads Scholar Status

Dear Mr. Luther:

Congratulations! You have successfully completed the basic education program requirements for becoming a North Carolina Roads Scholar.

As you know, the Roads Scholar Program is a professional development opportunity offered by the North Carolina Local Technical Assistance Program at ITRE. The purpose of the program is to recognize local government personnel who have significantly increased their knowledge of road maintenance procedures and improved their technical and managerial skills. By successfully completing 7 of the Roads Scholar courses offered through the center, you have earned this professional distinction for yourself and for the City of Albemarle.

As an activity of the NC LTAP, the Roads Scholar Program is funded by a grant from the Federal Highway Administration, U.S. Department of Transportation, through the Local Technical Assistance Program. This program is one of many Roads Scholar initiatives implemented by other technology transfer centers nationwide.

Thank you for your participation in this program, and congratulations once again on becoming a North Carolina Roads Scholar.

Sincerely,

Mr. James B. Martin, P.E.
Program Director, North Carolina Technology Transfer Center

c: Billy Williams, Director, ITRE
Linda Collier, Assistant LTAP Director, ITRE
The Honorable Ronnie Michael, Mayor, City of Albemarle
Ross Holshouser, Director of Public Works, City of Albemarle

A joint activity
of North Carolina
universities
NC A&T State University
NC Central University
NC State University
UNC Charlotte
UNC-Chapel Hill
UNC Greensboro
Wake Forest University



Institute for Transportation Research and Education
North Carolina State University



March 23, 2021

Doyle Hatley
City of Albemarle
704 Arlington Avenue
Albemarle, NC 28001

RE: Letter of Notification of Roads Scholar Status

Dear Mr. Hatley:

Congratulations! You have successfully completed the basic education program requirements for becoming a North Carolina Roads Scholar.

As you know, the Roads Scholar Program is a professional development opportunity offered by the North Carolina Local Technical Assistance Program at ITRE. The purpose of the program is to recognize local government personnel who have significantly increased their knowledge of road maintenance procedures and improved their technical and managerial skills. By successfully completing 7 of the Roads Scholar courses offered through the center, you have earned this professional distinction for yourself and for the City of Albemarle.

As an activity of the NC LTAP, the Roads Scholar Program is funded by a grant from the Federal Highway Administration, U.S. Department of Transportation, through the Local Technical Assistance Program. This program is one of many Roads Scholar initiatives implemented by other technology transfer centers nationwide.

Thank you for your participation in this program, and congratulations once again on becoming a North Carolina Roads Scholar.

Sincerely,

Mr. James B. Martin, P.E.
Program Director, North Carolina Technology Transfer Center

c: Billy Williams, Director, ITRE
Linda Collier, Assistant LTAP Director, ITRE
The Honorable Ronnie Michael, Mayor, City of Albemarle
Ross Holshouser, Director of Public Works, City of Albemarle
Renee Keziah, Assistant Director of Public Works, City of Albemarle

Print

Title – Consider Approval of the May 3, 2021 Regular and Closed Meeting Minutes

Description:

Is this item budgeted?

Not Applicable

Fiscal Impact:

Management Recommendation:

ATTACHMENTS:

Name:	Description:
<input type="checkbox"/> May_3_2021_REGULAR.docx	May 3, 2021 Regular Minutes

APPROVALS:

Date/Time:	Approval:	Department:	
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REGULAR MEETING CITY COUNCIL

May 3, 2021

The City Council of the City of Albemarle met in a regular session on Monday, May 3, 2021 at 6:30 p.m. in the Council Chambers of City Hall. Mayor Ronnie Michael presided, and the following members were present, to-wit: Mayor Pro Tempore Martha Sue Hall and Councilmembers Martha E. Hughes, Chris Whitley, Benton Dry, Dexter Townsend, and Shirley D. Lowder. Absent: Councilmember Bill Aldridge.

Mayor Michael called the meeting to order.

The Mayor gave the invocation.

Dr. John Enamait, President of Stanly Community College, came in front of Council to announce the recipient of this year's Outstanding Alumnus Award. Dr. Enamait called Councilmember Dexter Townsend forward to accept the award and noted his accomplishments as a SCC graduate through to the present.

Councilmember Townsend graduated from SCC with an Associate of Applied Science Degree in Business Administration. While a student there became involved as an officer in the Phi Beta Lambda chapter. His wife and daughter also are graduates of SCC. He has been employed at Preformed Line Products for 27 years and currently is a Production Supervisor.

Councilmember Townsend has been active in many community-minded pursuits over the years. Appointed to fill the vacant council seat of the late T.E. White, he has represented the constituents of District 1 on City Council since 2008. Among the many memberships and commitments Councilmember Townsend has made to the Albemarle community over the years, a few notable examples include: chairing the Martin Luther King Jr. Community Prayer Breakfast; membership in the Stanly County chapter of the NAACP; member of the Friends of EE Waddell Center; completing Leadership Stanly in 1993; serving on the Albemarle Downtown Development Corporation (ADDC) Board of Directors; and membership on the Stanly County Arts Council and Men Making A Difference in Stanly County. He was named Stanly County Citizen of the Year in 2016.

Councilmember gave a few remarks. He was overwhelmed and surprised by this award. He thanked God, his wife and daughter, Dr. Enamait, Mr. Dan Hazlett and faculty from SCC, City Council and the Mayor, and was humbled and proud to accept the award. He credited his membership in Phi Beta Lambda, where his wife was a member also, in reuniting them together and developing a bond that eventually led to their marriage.

Upon a motion by Councilmember Hughes, seconded by Councilmember Hall, unanimously carried, the minutes of the April 19, 2021 regular and closed meetings as submitted were approved.

ADMINISTRATIVE REPORTS

Minimum Commercial Code Update

The Planning and Development Services Department has the property on Badin Road, the property next to City Lake Park, and the house on West North Street all as the active commercial case focus at the present time. The department is pursuing demolition for the first two.

For the West North Street property, the department is hopeful the owner will obtain permits and start work again. The work that was begun previously was not permitted, but should have shored up the roof and hopefully added to the preservation of the property. This is a property that is salvageable if the owner begins improvements.

Overall, now that the department has the commercial maintenance code, the process is largely the same as that for residential. Asbestos assessments and title searches are underway and will include those two commercial properties mentioned above. Council will be presented with an ordinance soon after the department receives those documents.

In the future there are commercial properties downtown to potentially address as well, but the Economic Development Director Keith Tunnell also is planning to conduct a downtown conditions survey for commercial properties. This will give us an objective way to begin prioritizing these properties. There are many other minimum code cases that do not rise to the level of even considering demolition, but nonetheless need to be addressed. Code Enforcement Officer Tony Evans has proven to be very effective in working with owners to make headway in other cases. If the department needs to take further action on others, having the objective data for the downtown structures will help justify why action is being taken on some and not others.

The Mayor asked if Council had any questions to pose to Planning and Development Services Director Kevin Robinson. Mayor Pro Tem Hall commented that she had requested this item be placed on the agenda as a result of a resident inquiry about a property on Speight Road and 740, and thought Council might need an update even though Planning had presented a minimum code update back in March.

There was no further discussion on the topic.

CONSENT AGENDA

The Mayor asked if Council wanted to move any items on the consent agenda. He noted that for the street name change item requesting Rebel Road become Salvation Way, due to a response today from another property owner who would not be able to be at the May 17th meeting, Council should consider amending the public hearing date to June 7th.

Resolution for Legal Work for Economic Development Project

This resolution, should Council approve it, will authorize the retention of Mr. Ernie Pearson from Nexsen Pruet, LLC as the attorney to conduct economic and business development evaluation related to Project Foam on behalf of the City of Albemarle.

[Resolution 21-08 - To Authorize Nexsen Pruet, LLC to Assist the City Attorney in Handling Legal Affairs for the City]

Set a Public Hearing for May 17 to Consider Renaming Rebel Road to Salvation Way

Cross Community Church is constructing their new facility here and would like to rename the road to Salvation Way. There is no other developed property on the road and therefore no structure addressed off Rebel Road.

Consider Approving a Resolution Opposing HB 401 and SB 349

NC House Bill 401 and Senate Bill 349 are entitled "Increase Housing Opportunities." The bills aim to allow up to 4 housing units on any lot that is served by water and sewer. The City Resolution would oppose this without further clarification from the Legislature on how it affects the City's ability to effectively plan for its own growth and infrastructure.

[Resolution 21-09 – Opposition to NC House Bill 401 and Senate Bill 349]

Letters for Two New Appointees to State Governmental Positions

Letters of congratulations have been drafted to Mr. Jeff Michael as the new Deputy Secretary of Natural Resources and Mr. Gene McLaurin as the new chairman of the Economic Development Partnership of North Carolina.

Upon a motion by Councilmember Hall, seconded by Councilmember Lowder, unanimously carried, Council approved the following:

- Resolution 21-08 authorizing the retention of Mr. Ernie Pearson from Nexsen Pruet, LLC as the attorney to conduct economic and business development evaluations on behalf of the City of Albemarle;
- Amending the public hearing date for consideration of renaming Rebel Road to Salvation Way to Monday June 7th;
- Resolution 21-09 voicing opposition to NC House Bill 401 and Senate Bill 349; and
- Letters of congratulations to Jeff Michael and Gene McLaurin for their new roles.

NEW BUSINESS

Presentation of the Proposed FY 2021-2022 City of Albemarle Budget

Copies of the proposed budget and budget letter were distributed at the meeting.

City Manager Michael J. Ferris presented the proposed FY 2021-2022 budget to Council. The proposed budget totals \$75,667,906 reflecting an overall 4.33% increase from the current fiscal year adjusted budget authority. He announced that the City would close this current fiscal year in a good position with solid balances in City funds.

Mr. Ferris highlighted the accomplishments of the current fiscal year including:

- Receipt of a clean audit report and third consecutive Certified Annual Financing Report designation from the Government Finance Officer Association;
- Acquisition of 6 new Police vehicles allowing the City to have assigned vehicles for all police officers;
- Interior improvements at Fire Station #2, roof repairs at Fire Station #3, and acquisition of extrication and Self Contained Breathing Apparatus (SCBA) equipment for firefighters;
- New roof on the EE Waddell Community Center, new playground equipment at Morehead Park, and new programming through Parks and Recreation including a remote learning program at the EE Waddell Community Center;
- Overhaul of the City's residential land use regulations by the Planning and Development Services Department;
- Completion of the Auria relocation deal, completion and opening of the downtown Pfeiffer Health Sciences campus, continued retention of Retail Strategies to prevent local business leakage to neighboring communities, and in bidding phase for infrastructure development of the Albemarle Business Center by the Economic Development team;
- Refurbishment of a vacuum truck and establishment of a project budget for the City's stormwater management plan;
- In the Electric Fund, continuation of the pole inspection and replacement program and extension of electric services to the Albemarle Business Center, with Public Utilities' Electric Division winning the Public Power Award of Excellence in Grid Modernization, Value of Public Power, Wholesale Power Cost and Workforce Development, along with the prestigious RP3 Diamond designation from the American Public Power Association;
- In the Water and Sewer Fund, the City received state funding approval for Phase 3 inflow and infiltration project, and re-evaluated plans for the improvements to the wastewater treatment plant to address electrical reliability, flow management, and compliance. We also replaced the fluoride tank and purchased leak detection equipment for the Jack F. Neel Water Treatment Plant.; and
- No reduction of services or staff layoffs as a result of COVID19.

For the upcoming fiscal year, Mr. Ferris is recommending a reduced tax rate of 61-cents per \$100 of assessed value which generates revenue for the City's General Fund. To put the General Fund in perspective as it relates to City expenditures, Mr. Ferris explained that operation of the Police and Fire Departments alone account for 56.30% of the General Fund expenditures.

Additionally, there will be a proposed slight increase in the solid waste collection fee, but not the solid waste disposal fee, and no change to the planning and zoning or motor vehicle registration fees.

More specific considerations in the proposed budget were summarized as follows:

- A \$75,000 increase in the General Fund share of the street preservation program;
- A \$25,000 increase in the Powell Bill Fund from the current fiscal year, although receiving continually lesser amounts from the state in recent years;
- An increase in meter and tap fees for the first time in over a decade;
- A 1% rate decrease in Electric rates, with an accumulated 10.5% rate decrease in the last 6 years for the average residential customer;
- Recommendation for the implementation of the compensation study to bring all City staff positions to market rate with a provision that all employees increase at least 1.5%;
- A 3.1% increase in rates per person in the self-funded health insurance program. This is the fifth straight year of the City's self-funded health insurance program which has realized a cost savings to the City since it has operated.

Mr. Ferris thanked retired Finance Director Colleen Conroy, interim Finance Director Sarah Richards, Assistant Finance Director Jacob Weavil, and Assistant City Manager Nyki Hardy for their roles in supporting the budget development process, as well as the City's Leadership Team and the Mayor and City Council for their contributions to development of the proposed budget during the strategic planning sessions and in other forums.

The Mayor added that budget workshop sessions will be held on May 18th and 19th starting at 4:00 pm in City Hall.

Upon a motion by Councilmember Townsend, seconded by Councilmember Whitley, unanimously carried, Council approved setting the public hearing for the FY 21/22 budget for Monday, June 7, 2021 at 6:30 pm in Council Chambers.

The Mayor asked if Council had any questions thus far. Mayor Pro Tem Hall inquired whether there was funding for a Public information Officer (PIO) in the proposed budget. Mr. Ferris replied that there will be some funding for those activities. Further discussions will occur in the announced budget sessions.

Consider Setting Public Hearing for Voluntary Annexation of 1.15 Acres on Anderson

Road

A voluntary annexation petition has been submitted by Olde South Land Partners LLC to request the City to annex 1.15 acres of unincorporated property into the City Limits for the purpose of developing a subdivision with this parcel and an adjoining one within the City limits.

Upon a motion by Councilmember Hall, seconded by Councilmember Whitley, unanimously carried, Council approved Resolution 21-10 authorizing the setting of a public hearing for Monday, June 7, 2021 at 6:30 pm in Council Chambers for the petitioned annexation of 1.15 acres on Anderson Road.

[Resolution 21-10 – To Set a Public Hearing for an Annexation of Property Situated on Anderson Road]

Discussion of May 25th Council of Governments Meeting

It is the City's turn to host the quarterly meeting among neighboring municipalities and the County. Council will need to determine if they would like to proceed. The Clerk/Assistant to the City Manager provided initial results of polling of surrounding municipalities and the County about the proposed event prior to the meeting.

Mayor Pro Tem Hall noted that as she mentioned in an email to Council, she would like to recommend that the meeting be hosted in person outside at Market Station with a boxed meal provided.

Council discussed logistics and a potential conflict with the operation of the Farmer's Market the next day. Councilmember Dry offered to donate disinfectant products for the group in order to safely hold an in person meeting. A Councilmember asked what the proposed topic would be. Per the email poll taken among the group, the American Rescue Plan funds were a much-noted item.

Upon a motion by Councilmember Hall, seconded by Councilmember Hughes, with a vote of 5 Councilmembers for the motion and 1 against the motion, Council approved hosting the May 25th quarterly Stanly County Council of Governments meeting outside on the Market Station property with boxed meals to be provided. Council members in favor of the motion were Councilmembers Hall, Hughes, Townsend, Lowder, and Whitley. Councilmember Dry voted against the motion.

Information – Budget Workshops Set for May 18th and 19th at 4:00 pm

The Mayor announced again that budget workshops will be held on Tuesday and Wednesday, May 18th and 19th. The workshops will begin at 4:00 pm and will be held in Council Chambers.

COMMENTS

The Mayor began by sharing that he had participated recently in a US Conference of Mayors conference call, and among the items discussed was the American Rescue Plan. More is

expected to be known about how the funds can be used next week with the anticipated release of IRS guidelines.

Councilmember Townsend:

- He wanted to acknowledge the Fire Department’s nighttime training exercises which are being posted on Facebook. He wanted to make the public aware.
- He thanked North Albemarle Baptist Church for honoring the Police Department with a meal last Friday.

Mayor Pro Tem Hall:

- Re: North Albemarle Baptist Church – there is a new minister so there are plans to do different things to reach out to the community, such as participating in the vendor market for this coming Saturday’s Cruise-In event. The Cruise-In will have an-ADDC sponsored vendor set up with over 20 vendors there.
- This Saturday, May 8 is the Beach Blast 5k, which starts at Second Street.
- Thursdays at Station concert series begins this Thursday May 6th at 7:30 pm with live entertainers performing.
- This Friday May 7th is Food Truck Friday at City Lake Park with musical guest The Entertainers. There also will be a dozen vendors there. Windstream is a premier sponsor for this month’s Food Truck Friday.
- She inquired about whether the City could use the reverse 911 system to advertise for events based on a suggestion initially raised by Councilmember Hughes. Councilmember Hughes noted that she raised this issue because a resident had posed the question to her. The Mayor noted that there is a local 911 Committee which includes APD Chief Dulin, and that the question should be raised with that committee.
- Re: recent audit letter provided to Council – she reminded her colleagues on Council that the auditor works for the public body and that if anyone on Council had questions to feel comfortable posing them to the audit firm.
- Re: Charters of Freedom update – she noted that the brickwork is going in right now. There is a new foundation contact for Charters of Freedom Charlie Unruh. He will be in town on May 27th and so there will be a Charters of Freedom Committee meeting that day to set the Dedication Day date.
- She congratulated Councilmember Townsend on his Alumnus of the Year award from SCC.
- She noted that she may have a conflict on May 12th for the Employee Appreciation event.

CLOSED SESSION

Upon a motion by Councilmember Dry, seconded by Councilmember Lowder, unanimously carried, Council approved moving into closed session pursuant to N.C.G.S. 143-318.11(a)(4) Economic Development and N.C.G.S. 143-318.11(a)(6) Personnel.

RETURN TO OPEN SESSION

Upon motion by Councilmember Dry, seconded by Councilmember Lowder, unanimously carried, City Council reconvened to open session.

The Mayor stated that a closed session was held pursuant to N.C.G.S. 143-318.11(a)(4) Economic Development and N.C.G.S. 143-318.11(a)(6) Personnel.

The Mayor called for a motion to set a public hearing for Monday, June 7, 2021 at 6:30 pm for an economic development incentive package for Project Foam. Upon a motion by Councilmember Whitley, seconded by Councilmember Lowder, unanimously carried, the motion passed.

Upon a motion by Councilmember Dry, seconded by Councilmember Whitley, unanimously carried, the meeting was adjourned to the next regular City Council meeting on Monday, May 17, 2021 at 6:30 p.m. in City Council Chambers.

Print

Title – Ordinance 21-19 -To Rezone 1611 Almond St from GHBD to R-10

Description:

Consider a request for a Zoning Map Amendment ZMA21-06 to rezone Tax Parcel 155 from GHBD/General Highway Business District to R-10/General Residential District. On May 6, 2021, the Planning and Zoning Board held a public hearing and unanimously recommended City Council approve ZMA21-06 with the adopted consistency statement.

Is this item budgeted?

Not Applicable

Fiscal Impact:

Management Recommendation:

ATTACHMENTS:	
Name:	Description:
<input type="checkbox"/> Ord_21-19_(ZMA21-06).docx	ORD 21-19 (ZMA21-06)
<input type="checkbox"/> ZMA21-06_ORD21-19_Compiled_final(1).pdf	ZMA21-06_TR_155_Compiled_Council

APPROVALS:			
Date/Time:	Approval:	Department:	
5/12/2021 10:50 AM	Approved	City Clerk	
5/12/2021 10:50 AM	Approved	Administration	

ORDINANCE 21-19

AN ORDINANCE OF THE CITY OF ALBEMARLE, NORTH CAROLINA, PROVIDING THAT ITS CODE OF ORDINANCES BE AMENDED BY CHANGING THE BOUNDARIES OF A CERTAIN DISTRICT ESTABLISHED UNDER THE ZONING ORDINANCE OF THE CITY OF ALBEMARLE, NORTH CAROLINA, SO AS TO TRANSFER THE FOLLOWING:

FROM GHBD GENERAL HIGHWAY BUSINESS DISTRICT TO R-10 GENERAL RESIDENTIAL DISTRICT A +/- 11,250 SQ FOOT (0.25 ACRE) PARCEL ADDRESSED AS 1611 ALMOND STREET ALSO DEFINED AS TAX PARCEL 155.

BE IT ORDAINED by the Council of the City of Albemarle, North Carolina, as follows:

SECTION 1. TITLE IX: Planning and Regulation of Development, Chapter 92, of the City of Albemarle, North Carolina, Code of Ordinances, shall be and the same is hereby amended as follows:

That tax record 155 also defined in Plat Book 2 Page 63 Lots Nos. 22, 23, and 24 is transferred from GHBD/ General Highway Business District to R-10/ General Residential District.

SECTION 2. All ordinances and parts of ordinances in conflict with this ordinance are hereby repealed.

SECTION 3. This ordinance shall be effective as of the date of final adoption.

This ordinance was introduced and signed by Councilmember _____,
a member of the Council of the City of Albemarle, North Carolina.

Member of Council

At the meeting of the Council held on _____, this ordinance
was introduced, adopted and ordered published as by law provided.

Dated _____.

Mayor

Attest:

Clerk



ALBEMARLE

NORTH CAROLINA
Water. Air. Land. Opportunity.

CITY COUNCIL: ZONING MAP AMENDMENT STAFF ANALYSIS

Prepared by: Ellie Sheild

Case: ZMA21-06

Ordinance # 21-19

Date: April 28, 2021, May 11, 2021

APPLICATION

Zoning map amendment request for tax record 155 (Deed Book 1641 Page 827) from GHBD/General Highway Business District to R-10/General Residential District.

Location: 1611 Almond Street Albemarle, NC

Parcel Size: Approximately 11,250 square feet (0.25 acres)

APPLICANT(S)

Applicant and owner: John Huneycutt, Applicant and owner of Almond St General Partnership

REQUESTED ZONING CHANGE

Existing: GHBD/General Highway Business District

Proposed: R-10/General Residential District

APPLICANT STATEMENT FOR PROPOSED REQUEST

“The petitioner requests a rezoning because the property has always been residential, but is zoned GHBD due to proximity to US 52. The property is located within an established neighborhood and in order to complete the renovation of the property, it must be rezoned.”

PROPERTY INFORMATION

Background and Existing Use: The home located on the property was built in approx. 1935. It has been vacant since the early 2000s, and has not had an active utility account since at least 2002. The prolonged discontinuance of residential use in GHBD requires a rezoning to a residential district to be legally resumed per §92.022.

Proposed Use: The property owner intends to use as single-family dwelling per §92.094 (B) (2)

Adjacent Zoning:

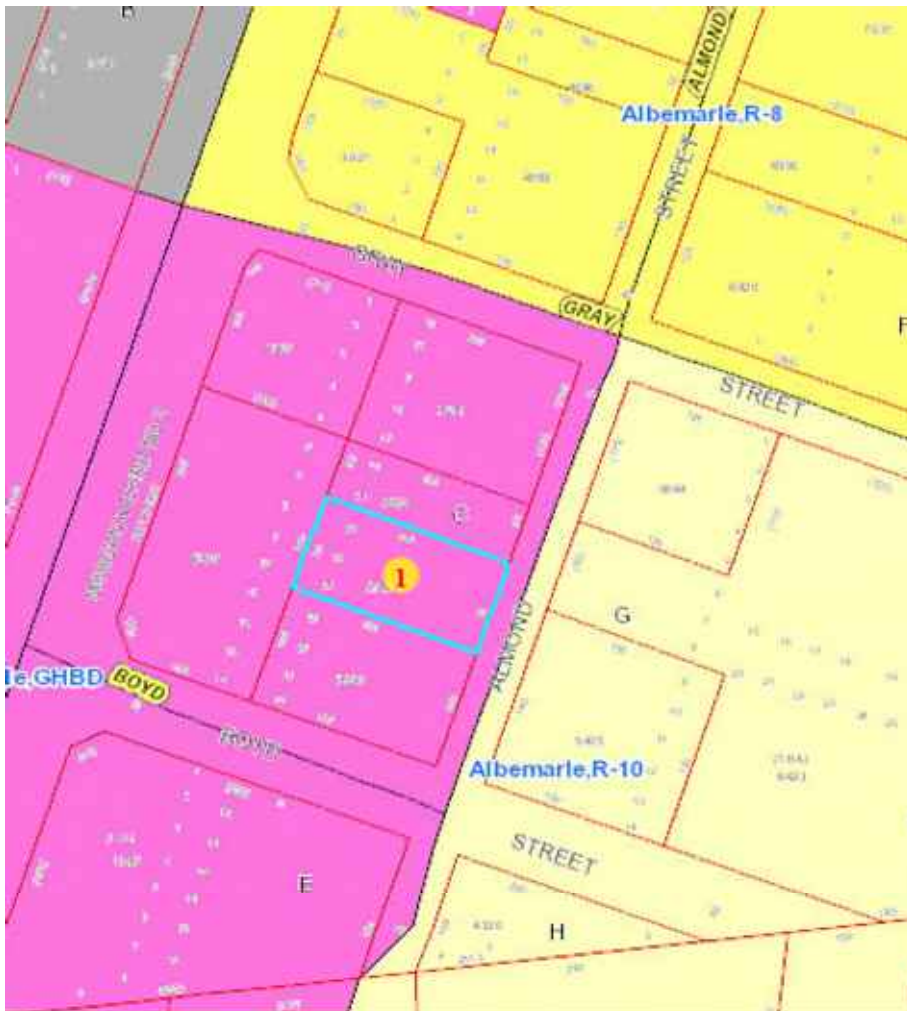
North: GHBD/General Highway Business District	East: R-10 / General Residential District
South: GHBD/General Highway Business District	West: GHBD/General Highway Business District

Utilities: The property has access to utilities, but service has not been provided since the early 2000s.

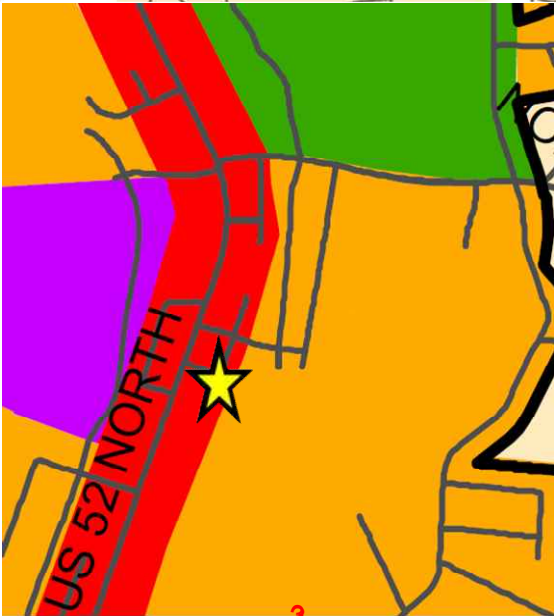
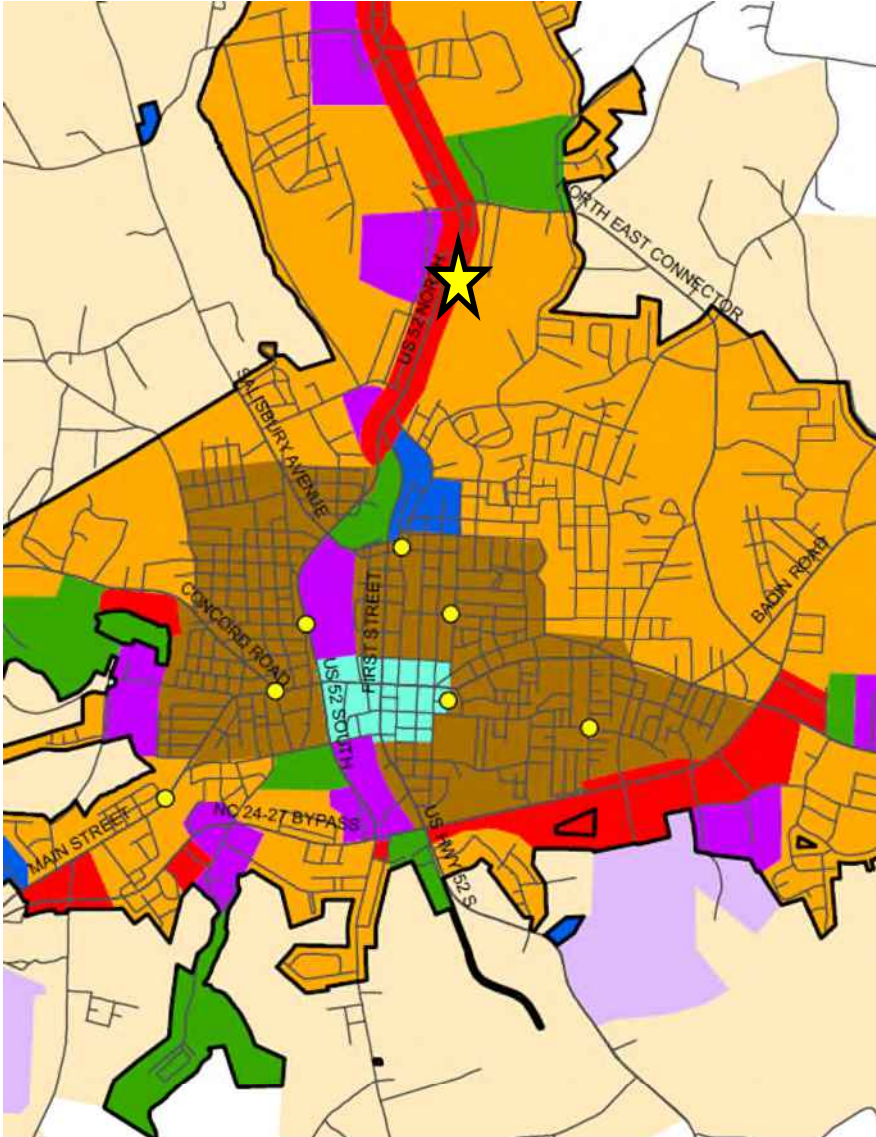
2028 Land Use Plan: The Future Land Use Map designates areas generally located along major thoroughfares, such as US 52 N, as Commercial. However, the surrounding area east of this parcel is classified as General Residential, which is defined as areas located within the City’s corporate limits and public utilities are provided. Areas classified as general residential typically consist of lots ranging from one-quarter to one-half acre in size and have an established network of roads that are well-connected, but often lack sidewalks. The General residential classification also features areas of low-density development with roads that are not well connected and frequently terminate in cul-de-sacs. Compact residential neighborhoods that set aside significant natural vistas, parkland, landscape features and other rural heritage features for permanent conservation are encouraged. Development considerations include environmental impacts, urban sprawl, road connectivity, impact on adjoining neighborhoods, protection of natural features and vistas, and the availability of adequate infrastructure.

Environment: This property is not located in any regulated floodplain or watershed.

CURRENT ZONING MAP



FUTURE LAND USE MAP



STAFF COMMENTS

All public hearing notice requirements have been met for the May 6, 2021 Planning Board meeting, and May 17th City Council Meeting (see attachments after application).

Current Zoning District Description: 92.102 GHBD

The GHBD General Highway Business Districts are designed to serve those commercial activities which function relatively independent of intense pedestrian traffic and which should not be located in the Central Business District or in the Neighborhood Business District. The General Highway Business Districts shall be located along state and federal highways or other highways designated as major streets, and should be established in zones of two acres or larger.

§92.102 GHBD currently permits high-intensity commercial uses, including offices, retail establishments, hotels/motels, restaurants, service stations, medical and dental facilities and laboratories, theaters, and other similar establishments. The following uses are permitted with Conditional Use Permits (CUPs): wholesale and warehousing establishments, pilot plant manufacturing, coal and wood sales, self-storage facilities, telecommunication towers, flea markets, donation drop boxes, emergency temporary housing, go-cart tracks, and billiard halls.

Proposed Zoning District Description: 92.094 R-10

The R-10 General Residential District is intended to emphasize a priority on quiet residential neighborhoods well outside of the urban core of the city and outside of watershed and other environmentally sensitive areas, but still well connected to collector streets with easy access to the larger city. This low density district features some small variation in housing types, but overall maintains a predominantly low intensity residential character consisting of single family detached and two family dwellings along with limited home occupations and private and public community uses. This district will accommodate residences with access to both public water and sewerage.

R-10 permits by right: Accessory buildings or structures, single family dwellings, two-family dwellings, accessory dwelling units, residential cluster developments as provided for in Chapter 91. The following uses are permitted with Conditional Use Permits (CUPs): churches and customary related uses, educational facilities and related uses, parks and related recreational uses, public safety facilities, public works and public utility facilities, daycares, telecommunications towers, funeral homes, camps and retreats.

Rezoning to R-10 for single-family dwelling use will have the following dimensional requirements:

District & Use Category	Lot Size per Unit	Max Density (units/acre)	Front Set back (feet)	Side Set back (feet)	Rear Set back (feet)	Max. Height (feet)	Additional Requirements
R-10 - General Residential							
Single Family Detached	10,000	4.35	30	10(a)	30	35	
Duplex or 2nd Detached	7,500	5.8	30	10(a)	30	35	
Detached Accessory Dwelling Unit			(k)	10(a)	10	25	* Only located entirely in the rear or sideyard
Accessory Structures			75(j)	5(a)	5	25	* Unless located entirely in the rear or sideyard

Given the proposed use, the parcel’s proposed use under the future land use plan, and its proximity within an existing established neighborhood; there are merits for the proposed rezoning to be consistent with the City’s future land use plan.

On May 6th, 2021, Planning and Zoning Board held a public hearing, and unanimously recommended City Council approve ZMA21-06 with the adopted consistency statement.

STATEMENT OF ZONING CONSISTENCY WITH ADOPTED PLANS
--

Per G.S. §160A-383 Purposes in view.

Zoning regulations shall be made in accordance with a comprehensive plan. Prior to adopting or rejecting any zoning amendment, the governing board shall adopt one of the following statements which shall not be subject to judicial review:

- (1) A statement approving the zoning amendment and describing its consistency with an adopted comprehensive plan and explaining why the action taken is reasonable and in the public interest.
- (2) A statement rejecting the zoning amendment and describing its inconsistency with an adopted comprehensive plan and explaining why the action taken is reasonable and in the public interest
- (3) A statement approving the zoning amendment and containing at least all of the following:
 - a. A declaration that the approval is also deemed an amendment to the comprehensive plan. The governing board shall not require any additional request or application for amendment to the comprehensive plan
 - b. An explanation of the change in conditions the governing board took into account in amending the zoning ordinance to meet the development needs of the community.
 - c. Why the action was reasonable and in the public interest.

Following are three statements for City Council to consider. Any of the statements may be used, partially or in their entirety, by City Council.

CONSISTENCY STATEMENT

The Albemarle City Council finds the action to amend tax record 155 from GHBD/General Highway Business District to R-10/General Residential District to be consistent with the adopted 2028 Land Use Plan. Council finds the General Residential District zoning on this parcel not to be reasonable and in the public interest.

INCONSISTENCY STATEMENT

The Albemarle City Council finds the action to amend tax record 155 from GHBD/General Highway Business District to R-10/General Residential District to be inconsistent with the adopted 2028 Land Use Plan. Council finds the General Residential District zoning on this parcel not to be reasonable and in the public interest.

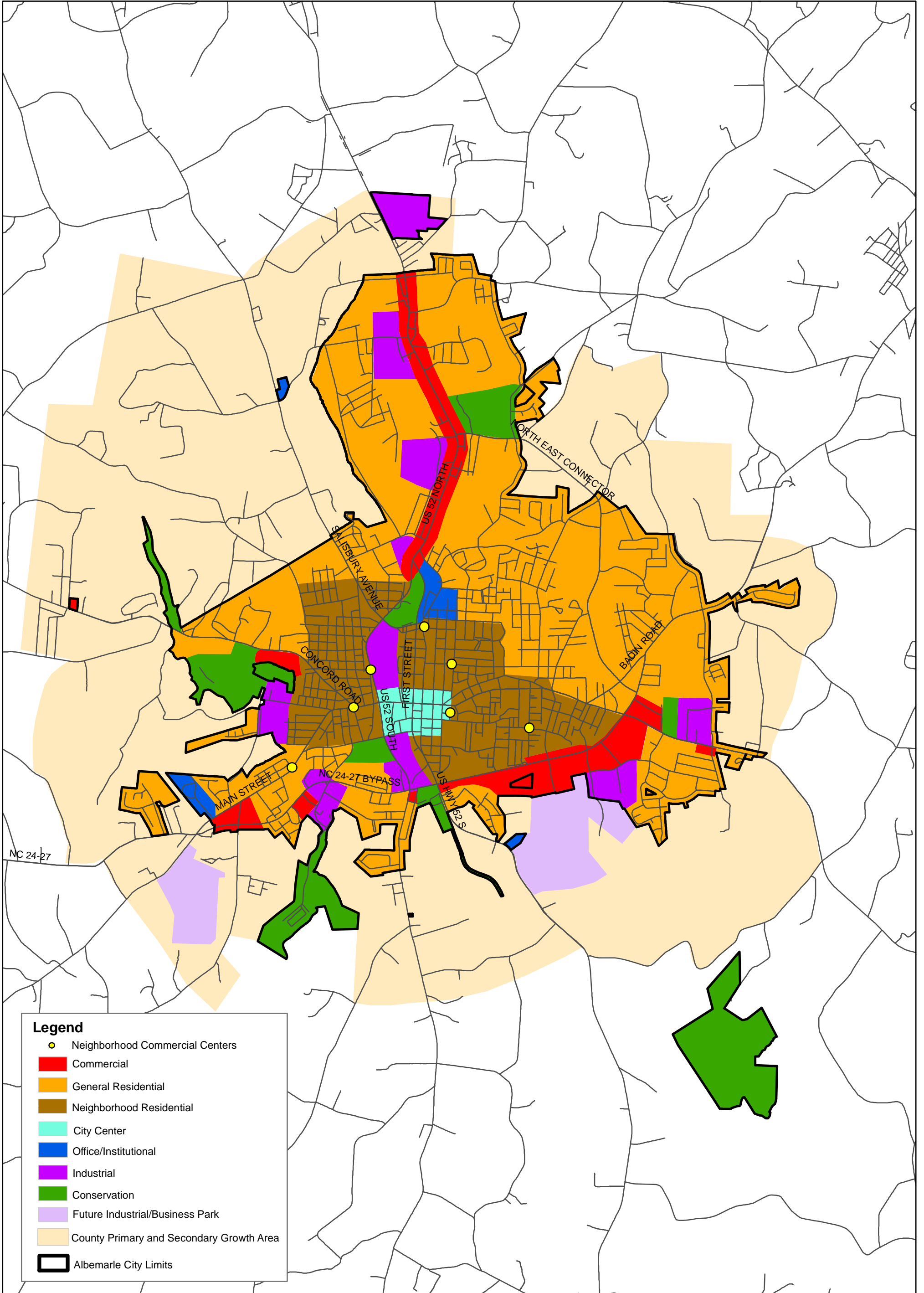
ZONING AMENDMENT STATEMENT

The Albemarle City Council finds the action to amend tax record 155 from GHBD/General Highway Business District to R-10/General Residential District to be inconsistent with the adopted 2028 Land Use Plan; however, rezoning the property will achieve the public interest and shall be deemed reasonable. The aforementioned map amendment shall amend the City’s Land Use Plan.



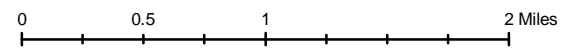
Photo of property taken by staff on 4/22/21

City of Albemarle: Future Land Use



Legend

- Neighborhood Commercial Centers
- Commercial
- General Residential
- Neighborhood Residential
- City Center
- Office/Institutional
- Industrial
- Conservation
- Future Industrial/Business Park
- County Primary and Secondary Growth Area
- Albemarle City Limits



CITY OF ALBEMARLE
ZONING MAP CHANGE APPLICATION
(Submit in Duplicate)

Application # ZMA21-06

Date of Application 4/22/21

I. Applicant / Owner Information

- A. Applicant's Name: John Huneycutt
Address: 34127 Herlocker Rd New London 28127
Phone: 980-581-1041 johnhuneycutt@yahoo.com
Connection to Property if not Owner Property owner in partnership
- B. Owner's Name: _____
Address: _____
Phone: _____

II. Property Information

- A. Property Location:

Off of US 52 N between Boyd Street and Grey Street
--
- B. Tax Record Number: 155
- C. Deed Book 1641 Page 827
- D. Existing Zoning GHBD Proposed Zoning R-10
- E. Existing Use Vacant Proposed Use Single-Family Residential
- F. Property Size 11,250 sq ft (.258 acre) (Sq. Ft./Acres)

III. Other Required Information (Attach the Following)

- A. The application shall be accompanied by two (2) copies of a map, drawn to an appropriate scale. The map shall contain the following:
1. All property lines with dimensions, including a north arrow.
 2. Adjoining streets with rights-of-way and paving widths.
 3. The location of all structures and the use of all land.
 4. Zoning classification of all abutting zoning districts.
 5. Comprehensive site plan if the application is for commercial, industrial, or multi-family development.

- B. A statement regarding the changing conditions, if any, in the area or in the city generally, that makes the proposed amendment reasonably necessary to the promotion of the public health, safety, and general welfare.

The use of this property has always been residential, but it has been vacant and needs to be rezoned to complete a renovation of this home. The parcel is zoned GHBD based on its proximity to US 52, but it sits in an established neighborhood. I would like to renovate the home for single-family use and resell the property.

- C. Does this zone change request also contain a request for a conditional use permit? Yes No. If yes, please attach Conditional Use Permit application.
- IV. Application processing fee. Attach check, payable to the City of Albemarle in the amount of 500.
- V. Applicant must attend all meetings.

I, the undersigned owner or authorized representative, hereby submit this application with the attached information. The information and documents provided are complete and accurate to the best of my knowledge.

4/22/21

DATE


SIGNATURE OF OWNER OR AUTHORIZED REPRESENTATIVE

PAYMENT SUMMARY RECEIPT

CITY OF ALBEMARLE
144 NORTH SECOND STREET
ALBEMARLE NC 28001

DATE: 04/22/21 CUSTOMER#: 000009999
TIME: 10:23:28 CITY OF ALBEMARLE
CLERK: crussell

RECPT#: 52252 PREV BAL: 500.00
TP/YR: P/2021 AMT PAID: 500.00
BILL: 52252 ADJSTMNT: .00
EFF DT: 04/22/21 BAL DUE: .00
Misc Cash Receipts
-----TOTALS-----

PRINCIPAL PAID: 500.00
INTEREST PAID: .00
ADJUSTMENTS: .00
DISC TAKEN: .00

AMT TENDERED: 500.00
AMT APPLIED: 500.00
CHANGE: .00

PAID BY: zma1-06
PAYMENT METH: CASH
PAYMENT REF:

TOT PREV BAL DUE: 500.00
TOT BAL DUE NOW : .00



Certificate of Service

I hereby certify that on April 30, 2021 I served a copy of the foregoing notice of a Zoning Map Amendment request for ZMA21-06 property tax record 155, upon the following persons by depositing a true and correct copy thereof in an envelope bearing sufficient postage in the United States mail at Albemarle, North Carolina, addressed as follows:

Tax Record	Owner Name	Owner Name 2	Mailing Address	City	State	Zip	Physical Address	Deed Acres
155	ALMOND ST GENERAL PARTNERSHIP	C/O ANGELA HUNEYCUTT	PO BOX 107	NORWOOD	NC	28128	1611 ALMOND ST	0
35274	WANDA M LOWDER		1608 ALMOND ST	ALBEMARLE	NC	28001	1608 ALMOND ST	0
4597	JEFFREY G COLEY		414 OLD SALISBURY RD	RICHFIELD	NC	28137	1615 ALMOND ST	0
14188	PETER C KOUVARIS & VASILLIOUS	C/O ESTON WEST	PO BOX 69	ALBEMARLE	NC	28002	1614/1626 US 52 HWY	0
6454	SHANNON PATTY DOBY ET AL		1607 ALMOND ST	ALBEMARLE	NC	28001	1607 ALMOND ST	0
8797	MARSHA WATSON MOORE	KACIE A WATSON LER	2283 STORY ST	LINCOLNTON	NC	28092	1632 US 52 HWY N	0
35971	ROBERT LEE JORDAN	ANGELA MAE JORDAN	200 GRAY ST	ALBEMARLE	NC	28001	200 GRAY ST	0
27175	BILLY J WHITLEY LER	SMITH TERESA WHITLEY ET AL	40083 OLD SALISBURY RD	NEW LONDON	NC	28127	108 GRAY ST	0
30769	GERALD R & SARAH C MICHAEL		1007 ELAINE DR	ALBEMARLE	NC	28001	1610 ALMOND ST	1.58

Ashlie Tolliver Jones
City of Albemarle

P | 704.984.9424
F | 704.984.9435



www.albemarlenc.gov
PO Box 190
Albemarle, NC 28002

ALBEMARLE

NORTH CAROLINA
Water. Air. Land. Opportunity.

Planning and Development Services

April 30, 2021

PUBLIC NOTICE - REVISION

There will be two meetings to consider a request by Almond St General Partnership to rezone a property located at 1611 Almond Street (Tax Record 155) from GHBD/General Highway Business District to R-10/Neighborhood Residential District.

The meetings are as follow:

- City of Albemarle Planning Board meeting will be held in the City Hall Council Chambers, 144 North Second Street, on **Thursday, May 6, 2021, at 6:30 p.m.**
- City Council public hearing to consider approval of those items will be held in the City Hall Council Chambers, 144 North Second Street, on **Monday, May 17, 2021, at 6:30 p.m.**

The application and associated information may be reviewed at Planning and Development Services Department, 144 North Second Street, second floor, between 8:00 a.m. and 5:00 p.m. Monday through Friday, excluding holidays. If you have any interest in this matter you should appear at the meeting and present your views.

Due to COVID-19, we ask that you contact staff prior to attending meeting so we can make safe accommodations. Please let us know if we may be of any assistance.

Please let us know if we may be of any assistance.

Planning and Development Services
704-984-9424

NOTICE OF ALBEMARLE CITY COUNCIL PUBLIC HEARINGS

NOTICE IS HEREBY GIVEN to the general public that the Albemarle City Council will conduct public hearings concerning the item(s) listed below at the date, time and location provided herein:

1. **ZMA #21-06** Request for a Zoning Map Amendment of approximately 0.25 acre parcel, addressed as 1611 Almond Street (Tax Record 155), from GHBD/General Highway Business District to R-10/General Residential District.
2. **ZMA #21-07** Request for a Zoning Map Amendment of approximately 0.43 acre parcel, addressed as 323 Brooks Street (Tax Record 17648), from CBD/Central Business District to LID/Light Industrial District.

Hearings will be conducted by City Council in Council Chambers of City Hall, located at:

144 North Second Street, Albemarle, N.C. 28001
on Monday, May 17, 2021, at 6:30 p.m.

All interested parties are invited to attend hearings. Anyone wishing to speak for or against any of the aforementioned cases shall adhere to all applicable City and State statutes regarding open meeting laws.

City Council's approved agenda, including applications for the items above can be found on the city's website, <http://coanovuspublic.com/>. Applications for all items above are also kept on file at the City of Albemarle Planning and Development Services Department in the City Hall, which is open between 8:00 a.m. and 5:00 p.m., Monday through Friday. Please contact City Staff if you wish to attend the meeting or with any questions or comments, 704-984-9424.

Dated: April 28, 2021

13

Publish: Tuesday, May 4 & Tuesday, May 11, 2021

Print

Title – Ordinance 21-20 - To Rezone 323 Brooks St from CBD to LID

Description:

Consider a request for Zoning Map Amendment ZMA21-07 to rezone Tax Parcel 17648 from CBD/Central Business District to LID/Light Industrial District. On May 6, 2021, the Planning and Zoning Board held a public hearing, and unanimously recommended City Council approve ZMA21-07 with the Zoning Amendment Statement.

Is this item budgeted?

Not Applicable

Fiscal Impact:

Management Recommendation:

ATTACHMENTS:	
Name:	Description:
<input type="checkbox"/> Ord_21-20_(ZMA21-07).docx	ORD 21-20 (ZMA21-07)
<input type="checkbox"/> ZMA21-07_ORD21-20_Council_Compiled_final.pdf	ZMA21-07_TR_17648_Compiled_Council

APPROVALS:			
Date/Time:	Approval:	Department:	
5/12/2021 10:45 AM	Approved	City Clerk	
5/12/2021 10:45 AM	Approved	Administration	

ORDINANCE 21-20

AN ORDINANCE OF THE CITY OF ALBEMARLE, NORTH CAROLINA, PROVIDING THAT ITS CODE OF ORDINANCES BE AMENDED BY CHANGING THE BOUNDARIES OF A CERTAIN DISTRICT ESTABLISHED UNDER THE ZONING ORDINANCE OF THE CITY OF ALBEMARLE, NORTH CAROLINA, SO AS TO TRANSFER THE FOLLOWING:

FROM CBD CENTRAL BUSINESS DISTRICT TO LID LIGHT INDUSTRIAL DISTRICT A +/- 18,900 SQ FOOT (0.43 ACRE) PARCEL ADDRESSED AS 323 BROOKS STREET ALSO DEFINED AS TAX PARCEL 17648.

BE IT ORDAINED by the Council of the City of Albemarle, North Carolina, as follows:

SECTION 1. TITLE IX: Planning and Regulation of Development, Chapter 92, of the City of Albemarle, North Carolina, Code of Ordinances, shall be and the same is hereby amended as follows:

That tax record 17648 also defined in Deed Book 368 Page 972 is transferred from CBD/ Central Business District to LID/ Light Industrial District.

SECTION 2. All ordinances and parts of ordinances in conflict with this ordinance are hereby repealed, and the presently effective City of Albemarle 2028 Future Land Use Map is hereby amended.

SECTION 3. This ordinance shall be effective as of the date of final adoption.

This ordinance was introduced and signed by Councilmember _____,
a member of the Council of the City of Albemarle, North Carolina.

Member of Council

At the meeting of the Council held on _____, this ordinance
was introduced, adopted and ordered published as by law provided.

Dated _____.

Mayor

Attest:

Clerk



ALBEMARLE

NORTH CAROLINA
Water. Air. Land. Opportunity.

CITY COUNCIL: ZONING MAP AMENDMENT STAFF ANALYSIS

Prepared by: Ellie Sheild

Case: ZMA21-07

Ordinance # 21-20

Date: April 28, 2021, May 11, 2021

APPLICATION

Zoning map amendment request for 323 Brooks Street, tax record 17648 (Deed 368 Book Page 972) from CBD/Central Business District to LID/Light Industrial District.

Location: 323 Brooks Street Albemarle, NC

Parcel Size: Approx. 18,900 Sq ft (0.43 acres)

APPLICANT(S)

Applicant and owner: Crook Motor Company, applicant and Stokes Construction Company, owner.

REQUESTED ZONING CHANGE

Existing: CBD/Central Business District

Proposed: LID/Light Industrial District

APPLICANT STATEMENT FOR PROPOSED REQUEST

“Petitioner requests zoning change because Crook Motor Company has leased this property to wash heavy duty trucks. The electricity was disconnected several years ago, and upon attempt to reconnect, it was discovered that the proposed use is no longer permitted. The property directly across the street is zoned Light Industrial.”

PROPERTY INFORMATION

Background and Existing Use: It was utilized as a heavy duty truck washing station for over thirty years prior to the electricity being disconnected in 2016, and has since been vacant. The prolonged discontinuance of use requires a rezoning to an industrial district to be legally resumed per §92.022.

Proposed Use: Heavy duty truck washing stations permitted per 92.106 (B)(35).

Adjacent Zoning:

North: CBD/Central Business District	East: CBD/Central Business District
South: CBD/Central Business District	West: LID/Light Industrial District

Utilities: No services are currently provided for the parcel but are available.

2028 Land Use Plan: Future Land Use Map classifies parcels south of Old Charlotte as Industrial, however this parcel and surrounding area as City Center, which is defined as the traditional and historic center of the City that encompasses Albemarle’s downtown and contains a variety of office, retail, service and residential uses. Central to the success of the City Center area are its unique architectural features, historic integrity, attached buildings, pedestrian atmosphere, and symbiotic uses. Development considerations include design and use compatibility with the historic, urban framework.

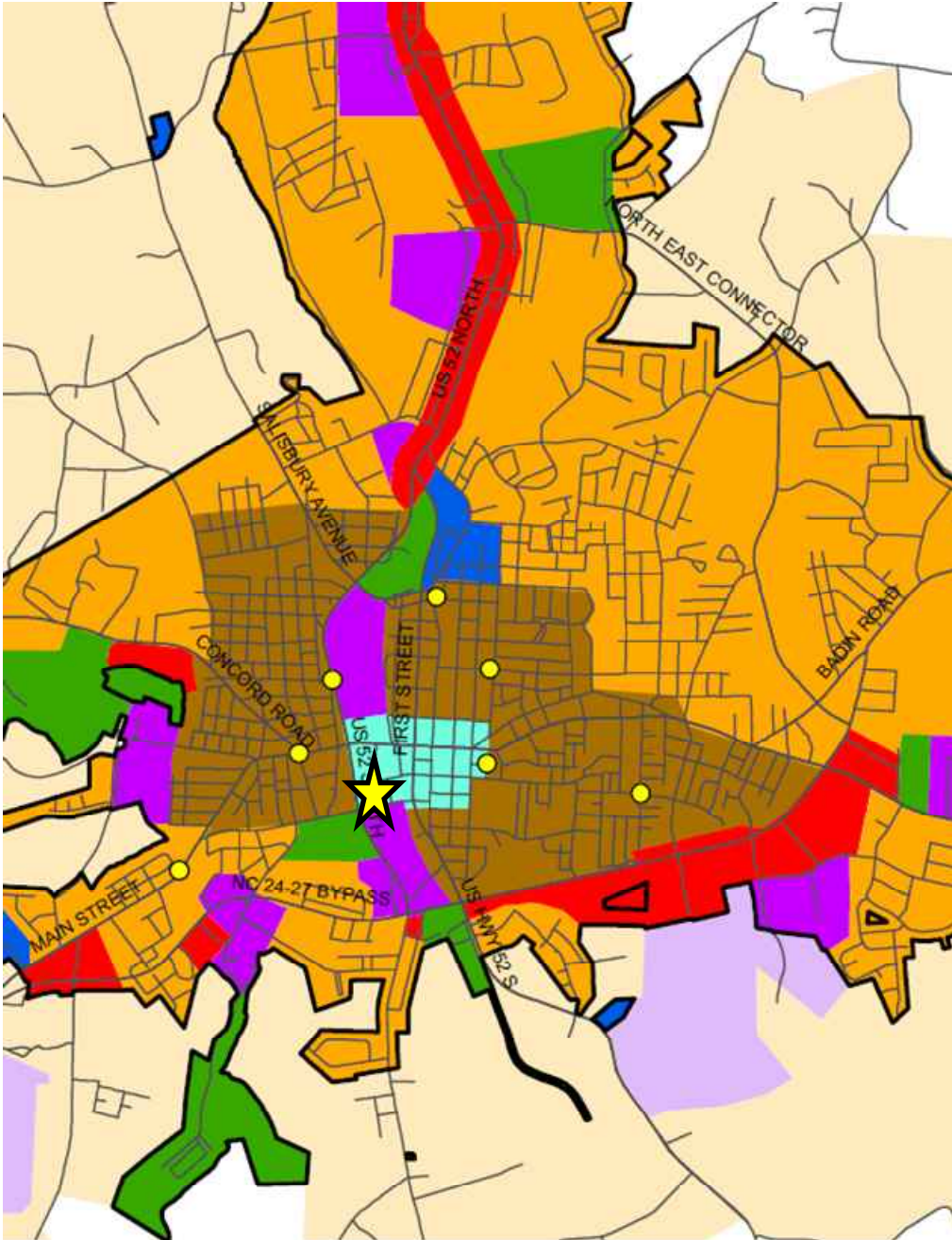
The 2028 Land Use Plans defines Industrial and Heavy Commercial as these areas that are intended to accommodate traditional industrial uses and commercial uses such as warehousing and distribution centers on individual tracts of land or on land located within coordinated industrial parks. Such uses may have health or safety hazards, have greater than average impacts on the environment, or diminish the use and enjoyment of nearby property by generation of noise, smoke, fumes, odors, glare, vibration, industrial vehicle traffic, or similar nuisances. Development considerations include access to adequate highways, water and sewer capacity and minimizing impacts to adjoining uses.

Environment: This property is not located in any regulated floodplain or watershed.

CURRENT ZONING MAP



FUTURE LAND USE MAP



STAFF COMMENTS

All public hearing notice requirements have been met for the May 6, 2021 Planning Board meeting, and May 17, 2021 City Council Meeting (reference attachments after application).

Recent text amendments that adopted by City Council in 2019 sought to encourage pedestrian-scaled city center, and eliminated a handful of auto-related uses in the Central Business District, including washing establishments. This created a non-conforming use on the property, which due to being discontinued for more than 180 continuous days, requires the proposed use to be brought into conformity with zoning code (92.022).

Brooks street is currently a substandard city street, and staff has concerns of this rezoning's impact directing increased truck traffic on this street and expanding/encroaching industrial uses in proximity to city center.

Current Zoning District Description: 92.100 CBD

The regulations of this district are intended to permit the convenient performance of functions requiring a location near the transportation and population center of a large trade area and to provide the City of Albemarle with a compact and efficient retail shopping, consumer services, financial and governmental center.

§92.100 CBD currently permits the convenient performance of functions requiring a location near the transportation and population center of a large trade area, including accessory buildings and structures, efficient retail establishments, banks, churches, chiropractic/dental clinics, multi-family dwellings, offices, and clubs/non-profit organizations. The following uses are permitted with Conditional Use Permits (CUP): educational facilities, light manufacturing, pilot plant manufacturing, bed and breakfasts, and telecommunication towers.

Proposed Zoning District Description: 92.106 LID

The LID Light Industrial District is designed to accommodate industries and warehousing operations which can be operated in a relatively clean and quiet manner and which will not be obnoxious to adjacent residential and business districts.

LID permits by right: storage facilities, recycling collection/crushing/distribution, automobile sales, automobile parking lots and structures, bakeries, boat works and sales, building materials and equipment sales, contractors offices and storage yards, industrial supplies and equipment, service stations and automobile repair garages, wholesale and warehousing establishments. Uses permitted with a CUP include: educational facilities, automobile towing and temporary storage services, go-cart tracks, flea market – outdoor, and telecommunications towers

There are currently no minimum lot size or setback requirements in CBD. Rezoning to LID will have the following dimensional requirements: 30' front setback, 0' side setback, and 20' rear setback with no maximum height.

Given the proposed use, the parcel’s proposed use under the future land use plan, and its location within the existing Central Business District; staff finds the proposed rezoning is inconsistent with the City’s future land use plan.

On May 6, 2021, Planning and Zoning board held a public hearing and unanimously recommended Council approve ZMA21-07 with the adopted Zoning Amendment Statement.

STATEMENT OF ZONING CONSISTENCY WITH ADOPTED PLANS
--

Per G.S. §160A-383 Purposes in view.

Zoning regulations shall be made in accordance with a comprehensive plan. Prior to adopting or rejecting any zoning amendment, the governing board shall adopt one of the following statements which shall not be subject to judicial review:

- (1) A statement approving the zoning amendment and describing its consistency with an adopted comprehensive plan and explaining why the action taken is reasonable and in the public interest.
- (2) A statement rejecting the zoning amendment and describing its inconsistency with an adopted comprehensive plan and explaining why the action taken is reasonable and in the public interest
- (3) A statement approving the zoning amendment and containing at least all of the following
 - a. A declaration that the approval is also deemed an amendment to the comprehensive plan. The governing board shall not require any additional request or application for amendment to the comprehensive plan
 - b. An explanation of the change in conditions the governing board took into account in amending the zoning ordinance to meet the development needs of the community.
 - c. Why the action was reasonable and in the public interest.

Following are three statements for City Council to consider. Any of the statements may be used, partially or in their entirety, by City Council.

CONSISTENCY STATEMENT

The Albemarle City Council finds the action to amend tax record 17648 from CBD/Central Business District to LID/Light Industrial District to be consistent with the adopted 2028 Land Use Plan. Council finds the Light Industrial District zoning on this parcel to reasonable and in the public interest.

INCONSISTENCY STATEMENT

The Albemarle City Council finds the action to amend tax record 17648 from CBD/Central Business District to LID/Light Industrial District to be inconsistent with the adopted 2028 Land Use Plan. Council finds the Light Industrial District zoning on this parcel not to be reasonable and in the public interest.

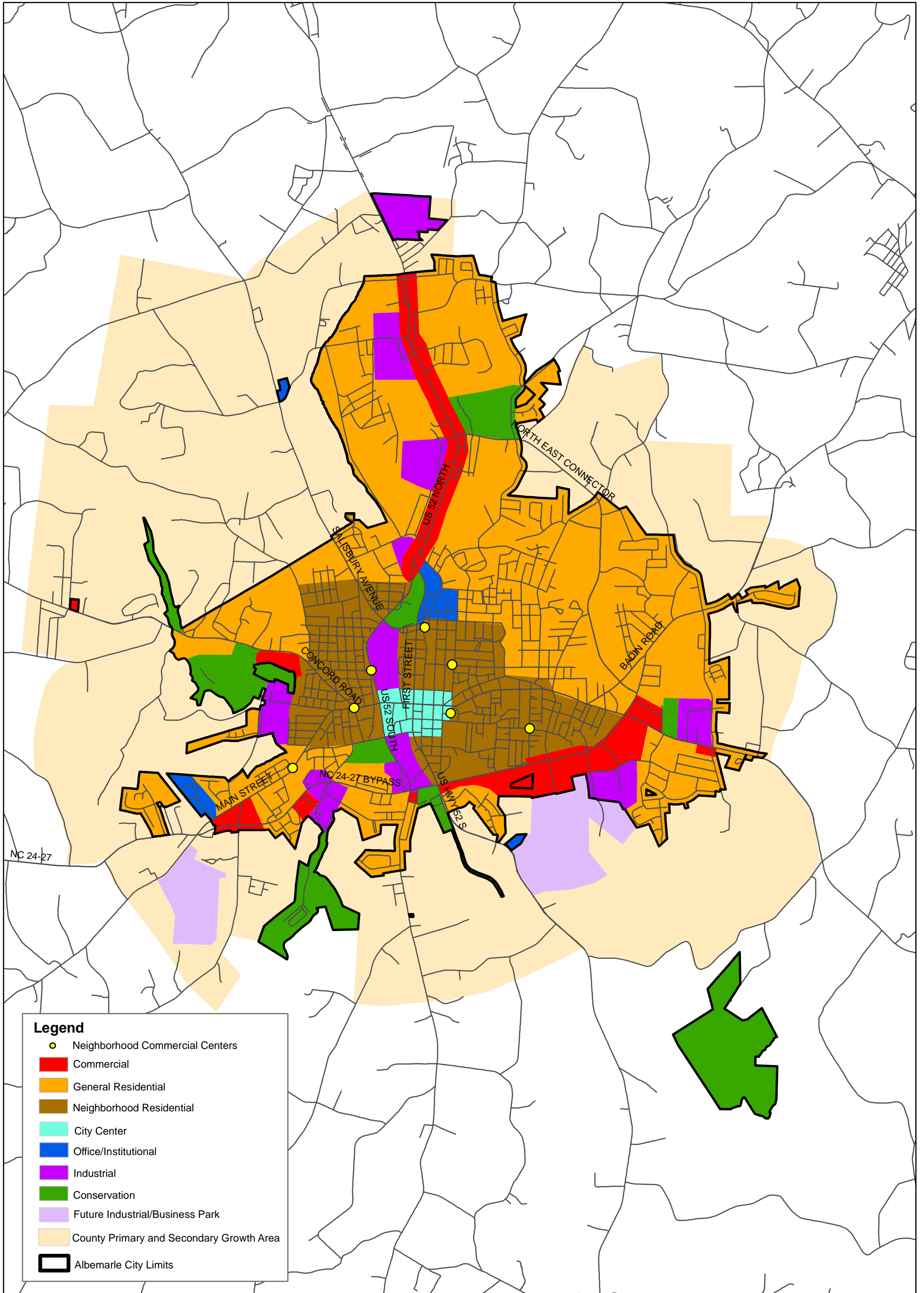
ZONING AMENDMENT STATEMENT

The Albemarle City Council finds the action to amend tax record 17648 from CBD/Central Business District to LID/Light Industrial District to be inconsistent with the adopted 2028 Land Use Plan; however, rezoning the property will achieve the public interest and shall be deemed reasonable. The aforementioned map amendment shall amend the City’s Land Use Plan.



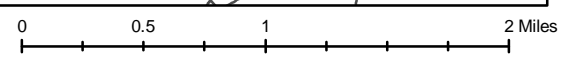
Photo of property taken by staff on 4/23/21

City of Albemarle: Future Land Use



Legend

- Neighborhood Commercial Centers
- Commercial
- General Residential
- Neighborhood Residential
- City Center
- Office/Institutional
- Industrial
- Conservation
- Future Industrial/Business Park
- County Primary and Secondary Growth Area
- ▭ Albemarle City Limits



CITY OF ALBEMARLE
ZONING MAP CHANGE APPLICATION
(Submit in Duplicate)

Application # 21-07

Date of Application 4/23/21

I. Applicant / Owner Information

- A. Applicant's Name: Crook Motors Company, LLC
Address: 1483 US Hwy 52 North, Albemarle, NC 28001
Phone: 704-982-8188
Connection to Property if not Owner Leased property from Stokes Construction for 20 years
- B. Owner's Name: Stokes Construction Co Inc.
Address: 619 N. 2nd Street, Albemarle, NC 28001
Phone: 704-982-5213

II. Property Information

- A. Property Location: 323 Brooks St, Albemarle, NC 28001
- B. Tax Record Number: 17648- Map #654803138428
- C. Deed Book 368 Page 972
- D. Existing Zoning CBD Proposed Zoning LID
- E. Existing Use Vacant Proposed Use HD Truck Washing Facility
- F. Property Size 90' by 210' (Sq. Ft./Acres)

III. Other Required Information (Attach the Following)

- A. The application shall be accompanied by two (2) copies of a map, drawn to an appropriate scale. The map shall contain the following:
1. All property lines with dimensions, including a north arrow.
 2. Adjoining streets with rights-of-way and paving widths.
 3. The location of all structures and the use of all land.
 4. Zoning classification of all abutting zoning districts.
 5. Comprehensive site plan if the application is for commercial, industrial, or multi-family development.

- B. A statement regarding the changing conditions, if any, in the area or in the city generally, that makes the proposed amendment reasonably necessary to the promotion of the public health, safety, and general welfare.

Crook Motor Company has leased this property for over 30 years and has used this facility to wash heavy duty trucks. The electricity was disconnected several years ago. We plan to continue using the facility as we have for nearly 30 years to wash equipment. Crook Motor Company was unaware of the zoning change or the electricity would have remained active. The company has been located in Albemarle for over 75 years with 35 employees. The property across the street is Light Industrial.

- C. Does this zone change request also contain a request for a conditional use permit? Yes No. If yes, please attach Conditional Use Permit application.
- IV. Application processing fee. Attach check, payable to the City of Albemarle in the amount of \$500.00.
- V. Applicant must attend all meetings.

I, the undersigned owner or authorized representative, hereby submit this application with the attached information. The information and documents provided are complete and accurate to the best of my knowledge.

4/23/21
DATE

Ry Man - VP - Crook Motor Corp LLC
SIGNATURE OF OWNER OR AUTHORIZED REPRESENTATIVE



This map is prepared for the inventory of Real Property found within this jurisdiction, and is compiled from recorded deeds, plats and other public records and data. Users of the map are hereby notified that the aforementioned public primary information sources should be consulted for verification of the information contained on this map. The Stanly County Geographic Information Systems Division of the Office of Information Technology assumes no legal responsibility for the information contained on this map. Also, when the deeds and or plats are viewed for a parcel, the Stanly County Register of Deeds Office makes no guarantees regarding the collection, accuracy, authenticity, or use of these records. The web site is for informational use and convenience only. The Register of Deeds shall in no way be held responsible for errors or omissions in these records nor for any actions resulting from their use. The official records are kept in the Stanly County Register of Deeds Office. To view deeds on this site you must install the AlternatIFF viewer. To install, please visit <http://www.alternatiff.com/install-ie/> Warning: City of Norwood: Within the city limits of Norwood any improvements such as boathouses or piers that have been built on land owned by Duke Energy are considered to be located on leased land and therefore will not be found using this program. These improvements are also not considered to be located within the city limits of Norwood and are taxed accordingly. These leased land records can be identified by going to StanlyTax.com. If a property is located on Lake Tillery in Norwood has a parcel number of 1234 then the tax bill for the waterfront improvements located on Duke Energy property could be found by placing an LL01 after the parcel number. On StanlyTax.com search by Parcel / Record number and enter 1234LL01 for this example.

PAYMENT SUMMARY RECEIPT

CITY OF ALBEMARLE
144 NORTH SECOND STREET
ALBEMARLE NC 28001

DATE: 04/23/21 CUSTOMER#: 000009999
TIME: 10:22:45 CITY OF ALBEMARLE
CLERK: crussell

RECPT#: 52254 PREV BAL: 500.00
TP/YR: P/2021 AMT PAID: 500.00
BILL: 52254 ADJSTMNT: .00
EFF DT: 04/23/21 BAL DUE: .00
Misc Cash Receipts
-----TOTALS-----

PRINCIPAL PAID: 500.00
INTEREST PAID: .00
ADJUSTMENTS: .00
DISC TAKEN: .00

AMT TENDERED: 500.00
AMT APPLIED: 500.00
CHANGE: .00

PAID BY: CROOK MOTOR CO
PAYMENT METH: CHECK
PAYMENT REF: 079489

TOT PREV BAL DUE: 500.00
TOT BAL DUE NOW : .00



Certificate of Service

I hereby certify that on April 30, 2021 I served a copy of the foregoing notice of a Zoning Map Amendment request for ZMA21-07 property tax record 17648, upon the following persons by depositing a true and correct copy thereof in an envelope bearing sufficient postage in the United States mail at Albemarle, North Carolina, addressed as follows:

Tax Record	Owner Name	Owner Name 2	Mailing Address	City	State	Zip	Physical Address	Deed Acres
7636	ANTHONY LANE LOWDER		PO BOX 2351	ALBEMARLE	NC	28002	306 OLD CHARLOTTE RD	0
4491	ATLANTIC PACIFIC HOLDINGS LLC		PO BOX 1727	ALBEMARLE	NC	28002	328 S FIRST ST	0
7070	HOUSTON B CLARK II	TODD J HOPKINS	229 BROOKS ST	ALBEMARLE	NC	28001	329 BROOKS ST	0
28423	JOSEPH P PICKLER	PEGGY B PICKLER	29501 KENDALLS CH RD	NEW LONDON	NC	28127	332 S FIRST ST	0
534	ROBERT L GARMON JR		PO BOX 1136	ALBEMARLE	NC	28002	330 OLD CHARLOTTE RD	0
28496	ROBERT L GARMON JR		PO BOX 1136	ALBEMARLE	NC	28002	320 BROOKS ST	0
23106	ROBERT L GARMON JR		PO BOX 1136	ALBEMARLE	NC	28002	401 W SOUTH ST	0
23108	ROBERT L GARMON JR		PO BOX 1136	ALBEMARLE	NC	28002	W SOUTH ST	0
345	ROBERT L GARMON JR		PO BOX 1136	ALBEMARLE	NC	28002	318 BROOKS ST	0
17648	STOKES CONSTRUCTION CO INC		619 N 2ND ST	ALBEMARLE	NC	28001	323 BROOKS ST	0

Ashlie Tolliver Jones
City of Albemarle

P | 704.984.9424
F | 704.984.9435



ALBEMARLE
NORTH CAROLINA
Water. Air. Land. Opportunity.

www.albemarlenc.gov
PO Box 190
Albemarle, NC 28002

Planning and Development Services

April 30, 2021

PUBLIC NOTICE - REVISION

There will be two meetings to consider a request by Crook Motors Company, LLC to rezone a property located at 323 Brooks Street (Tax Record 17648) from CBD/Central Business District to LID/Light Industrial District.

The meetings are as follow:

- City of Albemarle Planning Board meeting will be held in the City Hall Council Chambers, 144 North Second Street, on **Thursday, May 6, 2021, at 6:30 p.m.**
- City Council public hearing to consider approval of those items will be held in the City Hall Council Chambers, 144 North Second Street, on **Monday, May 17, 2021, at 6:30 p.m.**

The application and associated information may be reviewed at Planning and Development Services Department, 144 North Second Street, second floor, between 8:00 a.m. and 5:00 p.m. Monday through Friday, excluding holidays. If you have any interest in this matter you should appear at the meeting and present your views.

Due to COVID-19, we ask that you contact staff prior to attending meeting so we can make safe accommodations. Please let us know if we may be of any assistance.

Please let us know if we may be of any assistance.

Planning and Development Services
704-984-9424

NOTICE OF ALBEMARLE CITY COUNCIL PUBLIC HEARINGS

NOTICE IS HEREBY GIVEN to the general public that the Albemarle City Council will conduct public hearings concerning the item(s) listed below at the date, time and location provided herein:

1. **ZMA #21-06** Request for a Zoning Map Amendment of approximately 0.25 acre parcel, addressed as 1611 Almond Street (Tax Record 155), from GHBD/General Highway Business District to R-10/General Residential District.
2. **ZMA #21-07** Request for a Zoning Map Amendment of approximately 0.43 acre parcel, addressed as 323 Brooks Street (Tax Record 17648), from CBD/Central Business District to LID/Light Industrial District.

Hearings will be conducted by City Council in Council Chambers of City Hall, located at:

144 North Second Street, Albemarle, N.C. 28001
on Monday, May 17, 2021, at 6:30 p.m.

All interested parties are invited to attend hearings. Anyone wishing to speak for or against any of the aforementioned cases shall adhere to all applicable City and State statutes regarding open meeting laws.

City Council's approved agenda, including applications for the items above can be found on the city's website, <http://coanovuspublic.com/>. Applications for all items above are also kept on file at the City of Albemarle Planning and Development Services Department in the City Hall, which is open between 8:00 a.m. and 5:00 p.m., Monday through Friday. Please contact City Staff if you wish to attend the meeting or with any questions or comments, 704-984-9424.

Dated: April 28, 2021

14

Publish: Tuesday, May 4 & Tuesday, May 11, 2021

Print

Title – Preview of Alleyway Design Concept

Description:

McAdams is the landscape architect firm hired to develop the alleyway design and support project management. City Council will receive a presentation on the alleyway design concept from Dan Lambert with McAdams. Dan will also present the project schedule. This design concept has been informed by feedback from staff and business owners abutting the alleyway. Staff representing this project include, Bryan Hinson (PU), Dennis Curlee (PU), Ross Holshouser (PW), Joy Almond (ED), Keith Tunnell (ED), Nyki Hardy (CMO), and Lisa Kiser (PRK). Assistant City Manager Nyki Hardy will introduce the presentation. Staff is only asking for Council feedback on the design concept. Staff is not asking Council to take action.

Is this item budgeted?

Not Applicable

Fiscal Impact:

Management Recommendation:

ATTACHMENTS:

Name:	Description:
<input type="checkbox"/> 2021-05-17_Alleyway_Presentation.pptx	Alleyway Presentation Design Concept

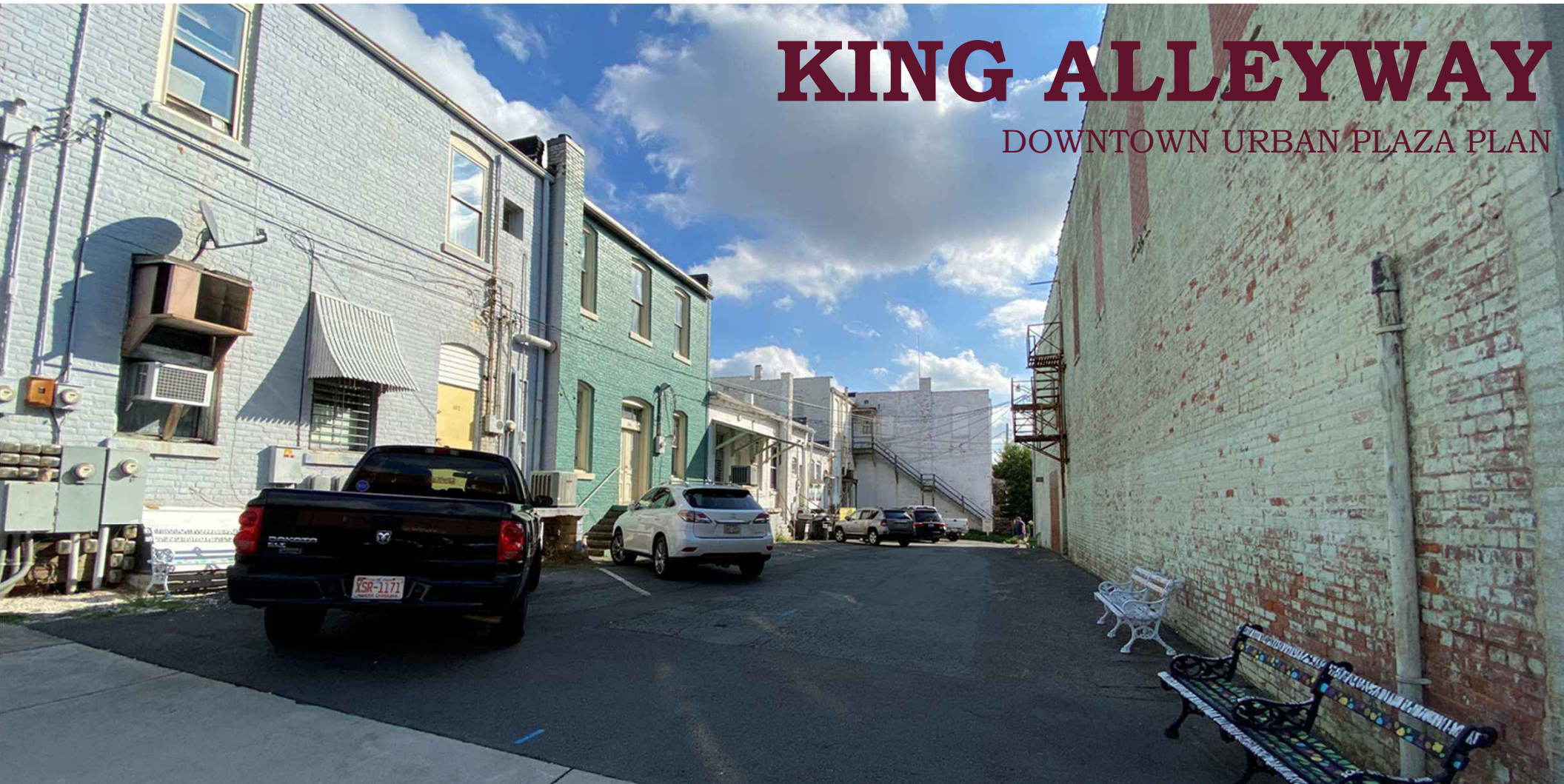
APPROVALS:

Date/Time:	Approval:	Department:	
------------	-----------	-------------	--

CITY of ALBEMARLE:

KING ALLEYWAY

DOWNTOWN URBAN PLAZA PLAN



PROCESS

What have we accomplished | How did we get here?

- Kick-Off Meeting with City Staff
- Site Walk to Discuss Ideas + Vision
- Site Analysis – Opportunities + Constraints
- Survey
- Alternatives
- Model Developed
- City Staff + Adjacent Business Input
- Revised Concept
- City Council Presentation (Tonight)

CONCEPTUAL DESIGN

CITY of ALBEMARLE:
KING ALLEYWAY
Downtown Urban Plaza Plan

Pedestrian Plaza Space – Main Street Entry



CONCEPTUAL DESIGN

CITY of ALBEMARLE:
KING ALLEYWAY
Downtown Urban Plaza Plan

Pedestrian Plaza Space – Overall Layout



CONCEPTUAL DESIGN

CITY of ALBEMARLE:
KING ALLEYWAY
Downtown Urban Plaza Plan

Pedestrian Plaza Space – Service Alley Divider | Greening of the Space



CONCEPTUAL DESIGN

CITY of ALBEMARLE:
KING ALLEYWAY
Downtown Urban Plaza Plan

Pedestrian Plaza Space – Must-See Artwork | “Instagram Moments”



CONCEPTUAL DESIGN

CITY of ALBEMARLE:
KING ALLEYWAY
Downtown Urban Plaza Plan

Pedestrian Plaza Space – Plentiful + Varied Seating



CONCEPTUAL DESIGN

CITY of ALBEMARLE:
KING ALLEYWAY
Downtown Urban Plaza Plan

Pedestrian Plaza Space – Portable Stage



CONCEPTUAL DESIGN

CITY of ALBEMARLE:
KING ALLEYWAY
Downtown Urban Plaza Plan

Pedestrian Plaza Space – Movie Screen



CONCEPTUAL DESIGN

CITY of ALBEMARLE:
KING ALLEYWAY
Downtown Urban Plaza Plan

OVERALL LAYOUT – AREA PARKING



THE NEXT STEPS

A Detailed Schedule of the Project Step by Step

PROJECT SCHEDULE

Here are some of the anticipated upcoming project milestones

- City Council Presentation (Tonight 5/17)
- 60% Construction Documents Completed (6/7)
- HRC Presentation (6/14)
- 60% Emailed to City Council (6/25)
- 90% Construction Documents (7/12)
- Permit Submittals (7/16)
- 100% Construction Documents Completed (8/16)
- Bid Advertised (8/23)
- Bid Opening (10/1)
- Notice to Proceed | Begin Construction (10/15)
- Substantial Completion (1/18/2022)
- Final Completion (2/1/2022)

THE MODEL

CONCEPTUAL DESIGN

CITY of ALBEMARLE:
KING ALLEYWAY
Downtown Urban Plaza Plan

Questions + Answers



Print

Title – FY2021 Public Housing Agency Plan Update

Description:

The Five-Year PHA Plan describes the agency’s mission and the long-term plan for achieving that mission over the subsequent five years. The information on the FY2021 Capital Fund Annual Statement detailed the awarded amount and intended expenses. The proposed changes to policy are to assess the housing needs of the community and identify resources available to assist in addressing those needs.

This presentation is being provided as information only. A public hearing for Public Housing residents has been set for May 26, 2021 at 10 am. The Public Housing Director, Lee Staton, will come before Council on June 7 for approval of agency plan.

Is this item budgeted?

Not Applicable

Fiscal Impact:

Management Recommendation:

<u>ATTACHMENTS:</u>	
Name:	Description:
<input type="checkbox"/> Administrative Plan Changes - FY2021.docx	Proposed Administrative Plan changes
<input type="checkbox"/> ACOP_Changes_- FY2021.docx	Proposed ACOP changes
<input type="checkbox"/> HUD_53012_Capital_Fund_Program_Amendment.pdf	FY 2021 Capital Fund

<u>APPROVALS:</u>			
Date/Time:	Approval:	Department:	

City of Albemarle Department of Public Housing

FY2021 Agency Plan Annual Update

Administrative Plan Changes

1. Revised Preferences to include:

Full-Time Employment – (5 points)

Applicant must be employed and work at least 30 hours per week to receive this preference. Elderly and disabled applicants also receive this preference.

Part-Time Student/Part-Time Employment – (4 points)

Applicant must be enrolled in an accredited college program and be taking enough credit hours based on the program requirements to be considered at least a part-time student. Applicant must also be employed and working at least 10 hours a week.

Part-Time Employment – (3 points)

Applicant must be employed and work at least 10 hours per week to receive this preference.

Reside in Stanly County – (2 points)

Applicant must reside at a physical address located within Stanly County, North Carolina.

Transitional Housing – (1 point)

Applicants referred to the Department of Public Housing by the local transitional housing agencies, Homes for Hope or Esther House, both of which serve the homeless population in Albemarle and surrounding areas.

Applicants may be eligible for multiple preferences. Applicants will be placed on the waiting list based on the total points received of the applicable preferences. Applicants are only eligible for one of the employment preferences and will be awarded the highest points in which they are eligible. If multiple applicants in the same bedroom size category have equal point totals, the date and time of the application will determine the wait list order with the earliest application date and time first, the next earliest second and so forth.

2. Removed the following paragraph on page B-3:

Applicants will be required to submit verification documentation as part of the application process. Applicants will be supplied a list of required verifications for the purpose of determining eligibility.

3. Reexaminations and Recertifications of Family Income and Composition:

Decreases in the Tenant Rent are effective the first of the month following the month in which the change is reported if verification is received by DOPH by the 25th of that month. Otherwise, the decrease will take place on the first of the following month.

4. Revised Implementation of Rent Changes to Provide Flexibility

Program participants must report all increases in household income to the Department of Public Housing. Changes to the tenant rent based on increased income must be significant as determined by the Director before a change will become effective.

City of Albemarle Department of Public Housing

FY2021 Agency Plan Annual Update

Admissions and Continued Occupancy Plan (ACOP) Changes

1. Revised Preferences to include:

Full-Time Employment – (5 points)

Applicant must be employed and work at least 30 hours per week to receive this preference. Elderly and disabled applicants also receive this preference.

Part-Time Student/Part-Time Employment – (4 points)

Applicant must be enrolled in an accredited college program and be taking enough credit hours based on the program requirements to be considered at least a part-time student. Applicant must also be employed and working at least 10 hours a week.

Part-Time Employment – (3 points)

Applicant must be employed and work at least 10 hours per week to receive this preference.

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2. Removed the following paragraph on page C-4:

Applicants will be required to submit verification documentation as part of the application process. Applicants will be given a list of required verifications at the time of their interview with designated Department of Public Housing personnel for the purpose of determining eligibility.

3. Revised Unit Refusal Procedure to include:

Applicants will be made three (3) offers of a unit of appropriate size and type. Should the family reject the three (3) offers, the family's application will be moved to the bottom of the waiting list. The applicant will lose any preferences in which they qualify.

4. Flat Rent Schedule

Updated flat rents based on 80% of current Fair Market Rents for Stanley County.

5. Lease Agreement

Revised to state that only the Head of Household signs lease.

6. Increased Security Deposit amounts to more accurately reflect cost associated with making repairs after tenants move out.

The resident shall provide the Department of Public Housing prior to occupancy with a security deposit as designated in the Lease Agreement. The amount of the security deposit is based on the size of the apartment rented and are as follows:

- 1 BR - \$200
- 2 BR - \$250
- 3 BR - \$300
- 4 BR - \$350
- 5 BR - \$400

Security deposits must be paid in full prior to occupancy of the leased apartment.

Security deposits shall be returned to the tenant within 30 days after vacating the premises if all terms, covenants, and conditions of the lease have been fully performed; or a letter of Disposition explaining why the Department of Public Housing is withholding the security deposit will be sent.

7. Move-In Inspections

Copy of inspection will be given to family upon request.

8. Transfers to Appropriately Sized Unit

Changed timeframe given for move from fifteen (15) days to seven (7) days to cut down on vacancy days.

9. Terms and Conditions of Payment of Security Deposits

Prior to lease signing, the Department of Public Housing must receive full payment of the security deposit for the leased apartment. Where the family moves in on other than the first of the month, the rent will be pro-rated for that month but the full security deposit will still be due at time of lease execution.

In all properties, the Department of Public Housing will allow the keeping of pets in accordance with the Department of Public Housing's Pet Policy and upon execution of the Pet Lease Addendum. A condition of pet ownership is the payment of a pet deposit for all dogs and cats.

10. Revised income exclusions to match HUD requirements:

The term "adjusted income" means, with respect to the family, the amount of income of the members of the family residing in a dwelling unit or the persons on a lease, after any income exclusions as follows:

- (i) \$480 for each dependent;
- (ii) \$400 for any elderly family or disabled family;
- (iii) The amount by which 3% of the annual family income is exceeded by the sum of:
 - (a) Unreimbursed medical expenses for any elderly family or disabled family;
 - (b) Unreimbursed reasonable attendant care and auxiliary apparatus expenses for each handicapped member of the family, to the extent necessary to enable any member of such family (including such handicapped member) to be employed; and
- (iv) Any reasonable child care expenses necessary to enable a member of the family to be employed or to further his or her education (child care expenses are considered reasonable if they are commiserate with local rates for like services).

2021 Capital Fund

**Capital Fund Program
(CFP) Amendment**
To The Consolidated Annual Contributions
Contract (form **HUD-53012**)

**U.S. Department of Housing
and Urban Development**
Office of Public and Indian Housing

Whereas, (Public Housing Authority) City of Albemarle Department of Public Housing NC075 (herein called the "PHA") and the United States of America, Secretary of Housing and Urban Development (herein called "HUD") entered into Consolidated Annual Contributions Contract(s) ACC(s) Numbers(s) (On File) dated (On File)

Whereas, in accordance with Section 235 of Public Law 116-6, Division H, Title II,

Whereas, HUD has agreed to provide CFP assistance, upon execution of this Amendment, to the PHA in the amount to be specified below for the purpose of assisting the PHA in carrying out development, capital and management activities at existing public housing projects in order to ensure that such projects continue to be available to serve low-income families. HUD reserves the right to provide additional CFP assistance in this FY to the PHA. HUD will provide a revised ACC Amendment authorizing such additional amounts.

\$ \$578,517.00 for Fiscal Year 2021 to be referred to under Capital Fund Grant Number NC19P07550121
PHA Tax Identification Number (TIN): On File DUNS Number: On File

Whereas, HUD and the PHA are entering into the CFP Amendment Number On File

Now Therefore, the ACC(s) is (are) amended as follows:

- | | |
|---|--|
| <p>1. The ACC(s) is (are) amended to provide CFP assistance in the amount specified above for development, capital and management activities of PHA projects. This CFP Amendment is a part of the ACC(s).</p> <p>2. The PHA must carry out all development, capital and management activities in accordance with the United States Housing Act of 1937 (the Act), 24 CFR Part 905 (the Capital Fund Final rule) as well as other applicable HUD requirements, except that the limitation in section 9(g)(1) of the Act is increased such that of the amount of CFP assistance provided for under this CFP amendment only, the PHA may use no more than 25 percent for activities that are eligible under section 9(e) of the Act only if the PHA's HUD-approved Five Year Action Plan provides for such use; however, if the PHA owns or operates less than 250 public housing dwelling units, such PHA may continue to use the full flexibility in section 9(g)(2) of the Act.</p> <p>3. The PHA has a HUD-approved Capital Fund Five Year Action Plan and has complied with the requirements for reporting on open grants through the Performance and Evaluation Report. The PHA must comply with 24 CFR 905.300 of the Capital Fund Final rule regarding amendment of the Five Year Action Plan where the PHA proposes a Significant Amendment to the Capital Fund Five Year Action Plan.</p> <p>4. For cases where HUD has approved a Capital Fund Financing Amendment to the ACC, HUD will deduct the payment for amortization scheduled payments from the grant immediately on the effective date of this CFP Amendment. The payment of CFP funds due per the amortization scheduled will be made directly to a designated trustee within 3 days of the due date.</p> <p>5. Unless otherwise provided, the 24 month time period in which the PHA must obligate this CFP assistance pursuant to section 9(j)(1) of the Act and 48 month time period in which the PHA must expend this CFP assistance pursuant to section 9(j)(5) of the Act starts with the effective date of this CFP amendment (the date on which CFP assistance becomes available to the PHA for obligation). Any additional CFP assistance this FY will start with the same effective date.</p> <p>6. Subject to the provisions of the ACC(s) and paragraph 3, and to assist in development, capital and management activities, HUD agrees to disburse to the PHA or the designated trustee from time to time as needed up to the amount of the funding assistance specified herein.</p> | <p>7. The PHA shall continue to operate each public housing project as low-income housing in compliance with the ACC(s), as amended, the Act and all HUD regulations for a period of twenty years after the last disbursement of CFP assistance for modernization activities for each public housing project or portion thereof and for a period of forty years after the last distribution of CFP assistance for development activities for each public housing project and for a period of ten years following the last payment of assistance from the Operating Fund to each public housing project. Provided further that, no disposition of any project covered by this amendment shall occur unless approved by HUD.</p> <p>8. The PHA will accept all CFP assistance provided for this FY. If the PHA does not comply with any of its obligations under this CFP Amendment and does not have its Annual PHA Plan approved within the period specified by HUD, HUD shall impose such penalties or take such remedial action as provided by law. HUD may direct the PHA to terminate all work described in the Capital Fund Annual Statement of the Annual PHA Plan. In such case, the PHA shall only incur additional costs with HUD approval.</p> <p>9. Implementation or use of funding assistance provided under this CFP Amendment is subject to the attached corrective action order(s).
(mark one) : Yes <input type="checkbox"/> No <input type="checkbox"/></p> <p>10. The PHA is required to report in the format and frequency established by HUD on all open Capital Fund grants awarded, including information on the installation of energy conservation measures.</p> <p>11. If CFP assistance is provided for activities authorized pursuant to agreements between HUD and the PHA under the Rental Assistance Demonstration Program, the PHA shall follow such applicable statutory authorities and all applicable HUD regulations and requirements. For <i>total conversion</i> of public housing projects, no disposition or conversion of any public housing project covered by these terms and conditions shall occur unless approved by HUD. For <i>partial conversion</i>, the PHA shall continue to operate each non-converted public housing project as low-income housing in accordance with paragraph 7.</p> <p>12. CFP assistance provided as an Emergency grant or a Safety and Security grant shall be subject to a 12 month obligation and 24 month expenditure time period. CFP assistance provided as a Natural Disaster grant shall be subject to a 24 month obligation and 48 month expenditure time period. The start date shall be the date on which such funding becomes available to the PHA for obligation. The PHA must record the Declaration(s) of Trust within 60 days of the effective date or HUD will recapture the grant funding.</p> |
|---|--|

The parties have executed this CFP Amendment, and it will be effective on February 23, 2021. This is the date on which CFP assistance becomes available to the PHA for obligation.

<p>U.S. Department of Housing and Urban Development By _____ Date: 02/23/2021 /s/ Robert E. Mulderig Title Deputy Assistant Secretary, Office of Public Hsg Investments</p>	<p>PHA (Executive Director or authorized agent) By _____ Date: _____ _____ Title</p>
--	--

Print

Title – Departmental Spotlight - Public Works Department

Description:

Since this week is National Public Works Week, Public Works will kick off the first of the monthly department presentations that will provide City Council with an overview of the department (services, employees, total budget), current fiscal year update on goals and achievements, and future goals. Each month a different department will provide a "spotlight" presentation with a standard format.

Is this item budgeted?

Not Applicable

Fiscal Impact:

Management Recommendation:

ATTACHMENTS:

Name:	Description:
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No Attachments Available

APPROVALS:

Date/Time:	Approval:	Department:	
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Print

Title – Departmental Monthly Reports

Description:

Is this item budgeted?

Not Applicable

Fiscal Impact:

Management Recommendation:

ATTACHMENTS:

Name:	Description:
<input type="checkbox"/> ALL_DEPTS_April_2021.pdf	April_monthly_reports

APPROVALS:

Date/Time:	Approval:	Department:	
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To: Michael Ferris, City Manager
From: Keith Tunnell, Economic Development
Re: Monthly Report
Date: 5/12/21

Economic Development & ADDC/Main Street April-May 2021

Albemarle Business Center

- Received scope of work and qualifications to hire firm to obtain easements and right of way for project.
- Discussions with two interested contractors and sent them to project manager for bid package.

Keith Tunnell: Main Street Program/ADDC/Operations/Marketing/Outreach

- Continued work on FY 22-22 budget and priorities.
- Attended staff budget meetings.
- Assisting with photography project.
- Completed draft grant program policies, procedures, application for management review for both City and ADDC.
- Working with contract employee on website content and website design.
- Met with Gold Leaf Foundation Director.
- Advertised and reviewing applications and resumes for part-time economic development/ADDC position.
- Economic Development Website project is underway with initial research and editing and obtaining software and support.
- Sent contracts to renew Retail Strategies for FY 21-22 and add Downtown Strategies program in FY 21-22. Awaiting review and approval by management with July 1 start date. Made recommendation to management to renew Retail Strategies existing contract that has been in existence and shown positive results since inception. Funds are in the FY '21-22 budget to renew contract.
- Continue to create outline and scope for an ED Strategic Plan.
 - Downtown/Main Street Program
 - 24/27 Retail Corridor
 - Industrial Development

- Researching information on “Adopt A University” program and will provide a report to management and Council at a future meeting. On hold until a new admin is hired.
- Presented Pfeiffer Relocation Assistance Program draft to University President, awaiting response.
- Hired surveyor to have survey completed on Market Station property and parking lot across street. Required as part of HRC process.
- Hired surveyor to complete work on the former fire station on 3rd St.
- Continue to communicate with boutique hotel franchisee
- Attended meetings on Wayfinding program
- Continue to work with BusinessVlew Magazine on Albemarle feature. Feature will be published in June edition. Leadership and stakeholder interviews being completed.
- Continued bi-monthly staff improvement plan meetings.
- Call and update with John Ruzic at Retail Strategies including call on 5/12 with interested developer
- Initial discussion with Justin Moss at barglance.com as to potential marketing of downtown restaurants. Visited company to learn more about the product and how it could help downtown businesses.

Projects

Data & Resources

- Updating economic development content in new City website which will be launched end of May.

Industrial

Economic Development has submitted properties on the following industrial projects. Can provide more detailed information on projects in closed session if needed:

- Project Cotton (closed – no longer active)
- Project USA1: Textile project PPE 10K sf
- Project USA2: Textile project PPE 50K sf
- Project Global:
- Project Prado
- Project Poseidon
- Project Solomon
- Project Sun
- Project Fitting (new – submitted property)
- Project Laser (new – could not submit – no available building)
- Proect CB (10K warehouse need)
- Project Crush (identified two potential buildings and submitted through County ED)
- Project Tana
- Project Healthy (submitted ABC)
- Project Laser (submitted building)
- Project Birch (submitted ABC)

- Project Green Harvest (submitted ABC)
- Project Spicy

Main Street Program Area/Downtown/24-27 Corridor

Staff has met with and/or worked with owners/developers on these projects for the downtown area. I can provide more detail on each in closed session:

- Project Red (interest from small manufacturer in one of the smaller outlying buildings owned by the city at Wiscasset Mills property).
- Project Foam (New project, have spent several hours with the client identifying proper location, and meeting with staff)
- Project Tomahawk (new)
- Project Boston (new)
- Earnhardt Project (103 N. First St.)
- Project House
- Project Motor
- Project Motor 2
- Project NAI
- Project Show
- Project Will
- Project Affirmed
- Project Glory
- Hotel project
- Project Deal:
- Retail Strategies has 6 retail projects looking at the retail 24/27 corridor.
 - **Regional Breakfast User** – under contract for the former Sagebrush property. They plan to sell the balance of the property to 2 additional users. Project has gone before planning and development and will be under construction soon.
 - **National Coffee** – they are one of the potential tenants for the balance of the Sagebrush property.
 - **National Cell Phone**– signed lease to take small shop space in Olive Place
 - **National DSO**
 - The update above is what we refer to as the lowest hanging fruit. There are additional retailers that we are still having conversations with regarding Albemarle listed below:
 - 2 National QSR's
 - National men's salon
 - National farm/ag supply store
 - National sporting goods user
 - Department Store Complex developer looking to purchase existing retail center
- Met with Ropes Course owner and discussed marketing and support.
- Attended ADDC Board Meeting
- Met with client interested in wedding/event center downtown.
- Continue to work with client interested in small manufacturing at City owned building
- Scheduling meeting to discuss potential for Minority Business Grant & Assistance Program with local leadership.

- Met with ElectriCities to discuss ABC progress as well as retail/commercial development
- Continue to stay in communication with Cathleen Turner of Preservation NC on W. South St. property. Property has interest from four different developers at this time. One visiting 4/16.
- Assisting owner of the Tomahawk business to be located downtown
- Finalizing negotiations and incentive documents for Project Foam.
- Participated in Site Readiness Webinar with ElectriCities.
- Met with Sweet Shop owner to discuss project.

**COA Main Street Manager's Report:
April 2021 Activities**

ADDC Events:

- **Outdoorsman's Bonanza:** Got final prize squared away at the end of April; RPM had difficulties getting the Kawasaki Mule shipped, but was able to get it by the deadline. Finalizing financials before reviewing with committee and cutting disbursements; will have this completed by end of fiscal year.
- **Farmer's Market:** Have been filling manager role while other co-manager was being selected and trained. New co-managers are Allison 'Taylor' Smith and Pam Lowery. Both are in the process of training for WIC and Senior programs, and I have trained them on accepting Community Care Clinic vouchers. I've also had t-shirts made from Vac & Dash for on-duty managers to wear. For the civic group space, we've got Stanly Arts Guild reserved for 5/8, then Stanly Chamber of Commerce on 5/15.
- **Dinner on Main:** Planning committee established for this event; first meeting is Monday, May 17th at noon. Kudos to Edna Lipe-Harkey for serving on this committee as a board representative.

ADDC Owned/Managed Properties:

Market Station: Still waiting for Jimmy Carver Painting to finish their work – they have power washed the pavilion, but still need to paint. Created job description for venue booking manager, a part-time contracted position I propose we implement starting the 2021-22FY.

Courthouse Square: (Clock Update): Glass install to be rescheduled due to COVID related reasons.

Work with City Departments/Committees

Downtown Vitality Committee: Met April 5th to review alleyway renderings. Continuing to review plans via email for the alleyway project in progress. (share most recent renderings w/board)

Planning & Development, Economic Development Activity:

Continuing to work with Keith Tunnell to recruit/support incoming businesses and one existing business planning an expansion. Met with Keith and Kevin Robinson and Ellie Sheild from Planning & Development for a walk-through of the Stanly News & Press to discuss possible uses for currently unused areas of the building.

City Special Events Committee: First Friday Food Truck Rodeo was at City Lake Park on May 7th with live music from The Entertainers. Committee is working with Tiffany's at the Boardroom to plan and promote the 'Second Saturday Car Shows', with Right Turn Clyde featured as live entertainment at May's car show. Met with Lisa Kiser and Cindy Burris from Parks & Rec and Tiffany Dahle, created map for May 8th event with street closures, vendor placement, etc. Promoting downtown

May 6th Downtown After-Hours shopping event: promoted this through ADDC social media, shared live feed that evening from Make it Personal.

NC Main Street Office: Attended virtual NC Main Street Economic Vitality virtual training on Wed. April 28th. Seven committee members (includes 3 board members) registered to take this course. Attended virtual regional meeting on May 4th.

Misc: Met with Tonya Judge on May 5th to continue planning downtown homecoming crawl on Sept. 24th.

Economic Vitality Committee Report:

Meeting rescheduled on May 18th at noon.

Am still filling in as interim committee chair since Mark Donham's retirement in August 2020, need to fill this position no later than to start July 2021.

Webinars/Workshops: Attended two-day webinar hosted by IEDC, *Economic Development Marketing and Attraction*, on April 15th and 16th and 'Business Retention & Expansion on May 6-7.

April 28th: Attended '*Better Community Planning & Economic Development Part 2*', then '*Community Response-Rescuing Small Business*'; on April 29th (virtual).

CITY OF ALBEMARLE

Financial Analysis

April 2021

Budget vs. Actual Revenues and Expenditures

Fund	Budget Appropriation	YTD Revenues	Percent Collected	YTD Expenditures & Encumbrances	Percent Expended	Net Increase (Decrease) Revenues over Expenditures	Percent Increase (Decrease)
General	18,321,365	14,977,007	81.7%	14,412,196	78.7%	564,811	3.1%
Powell Bill	548,135	476,804	87.0%	384,707	70.2%	92,098	16.8%
Water & Sewer	11,218,413	9,292,035	82.8%	7,924,808	70.6%	1,367,227	12.2%
Electric *	32,913,437	24,876,114	75.6%	25,681,576	78.0%	(805,462)	-2.4%
Landfill	2,924,974	2,744,345	93.8%	2,336,572	79.9%	407,773	13.9%
Public Housing	1,473,700	1,299,752	88.2%	1,152,434	78.2%	147,318	10.0%
Section 8	1,646,245	1,108,806	67.4%	977,055	59.4%	131,751	8.0%
Self Insurance Fund	3,519,722	2,661,898	75.6%	2,512,459	71.4%	149,439	4.2%
Total	72,565,991	57,436,761	79.2%	55,381,808	76.3%	2,054,953	2.8%

Note: April is the 10th month of the fiscal year, and equates to 83% of the fiscal year. However, the above information does not reflect all of the revenues and/or expenditures due to the delay of information being received from outside agencies.

Cash and Investments All Funds **48,699,392**

Investment Earnings

Budget

Appropriation 78,209
 YTD Earnings 69,604
 Percentage Collected **89.0%**

Tax Levy

4/30/2021

MSD

2020 Tax Levy 6,933,554 49,012
 YTD Collections 6,697,202 46,513
 Percentage Collected **96.59%** 94.90%

Utility Revenue/**Billing** 36,999,127 ^^

Utility Bad Debt Expense 146,713

Percentage of bad debt **0.40%**

fiscal year to date

Debt set off **\$14,584**

* The Electric Revenue Figure excludes the NCMPA Rebate since it's outside of operations.



ALBEMARLE

NORTH CAROLINA
Water. Air. Land. Opportunity.

April 2021-Monthly Updated for City Council

Budget FY2020-2021		
Current Budget	Year to date Expended	Remaining Budget
\$3,837,448	\$2,919,834	\$838,965

Council Priority Focus

Priority Area 1: Enhance Talent & Compensation Management to Build & Retain a Diverse Workforce

Fire Department Staffing:

- All vacancies have been filled. (3/1/2021)
- New recruits are in Fire Academy for 24 weeks (16 weeks fire training/8 weeks EMS training). (8 weeks completed 4/30)
- Recruit graduation set for July 21, 2021 at 6pm (North Albemarle Baptist Church)

Priority Area 2: Build Organizational Capacity and Efficiency to Support Effective City Government

- Continued working on Equipment Replacement Model

Priority Area 3: Advance Resources Designed To Protect our Residents and Safeguard our City

- Working with county to form an incident Response Team for major incidents
- Mutual Aid/Auto Aid departments:
- Apparatus: All in service
- Working on burn permits and other legal documents to proceed with structural burns





ALBEMARLE

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Response:

Total Calls for Service			Mutual Aid	
Fire	EMS		Given	Received
77	199		2	5

Deployment	
Average Turn-out time	Average Arrival time
0:01:10	0:04:00

Property Value		
Total Property Value	Total Property Loss	% of Loss
\$128,800	\$47,800	37%

Training:

Training		
Chief Officer	Department Wide	Total Hours
125	1020	1145

Community Risk Reduction/Education:

Community Risk Reduction				
Safety Programs	Safety Inspections	Pre-Plan Survey	Smoke Alarm Install	Carbon Monoxide Alarm Install
4	108	6	2	0



P | 704.984.9475
F | 704.984.9476



www.albemarlenc.gov

Fire Department
1610 E. Main St.
Albemarle, NC 28001

ALBEMARLE

NORTH CAROLINA
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Plans Review

6

Alarm Test

3

Investigations

4

Fire personnel attended community meetings:

- Amherst Gardens 4/8
- APD Camp Meeting 4/30

Keep Stanly Beautiful:

- Leonard Ave 4/1
- Groves Ave 4/10

End of Report 5/4/2020

TPB



HUMAN RESOURCES DEPARTMENT

Monthly Activity Report
April 2021

Council Priority Area 1: Enhance Talent and Compensation Management to Build and Retain a Diverse Workforce

HR Activity – Recruiting and Development

Total Job Postings/Applications Rec'd by Role			
	Job	Closing Date	Apps
1	Police Officer I	OTF	29
2	Academic Ach Program Assistant	OTF	3
3	Finance Technician PT	5/11	6
4	Treatment Plant Oper – Water	OTF	50
5	Treatment Plant Oper – Waste Water	OTF	62
6	Lifeguard	OTF	32
7	Pool Manager	OTF	0
8	Summer Camp Counselor	OTF	6
9	Admin Asst – Eco Dev	OTF	20
10	Outdoor Recreation Asst	OTF	5
11	Plant Maintenance Mechanic	OTF	2
12	Electric Meter and Substation Tech	5/11	7
	Total		222

Total New Hires for April 2021: 3

Current Retention Rate: 95%

Current Voluntary Turnover Rate: 5%

15 Voluntary Terms for 2021

- 10 resignations
- 5 retirement

(Key Benchmark: 10%)

The City's goal is to keep annual turnover under 10%. Average annual turnover for the period 2009-2019 was 19%. The City's 2020 Turnover rate was 12%.

New Hires

	Name	Position	Dept	Status	Date
1	Michael Fox	Treatment Plant Oper I	PU	FR	4/12
2	Donnie Smith Jr	Treatment Plant Oper I	PU	FR	4/26

Terminations

	Name	Position	Dept	Status	Date	
1	George Shelton	Plant Maint Mech	PU	FR	4/1	Resign
2	Jimmy Furr	TPOI	PU	FR	4/1	Resign
3	Jacob Allman-Thomas	Police Officer I	APD	FR	4/7	Term
4	Angela Eury	Police Officer I	APD	FR	4/8	Term
5	Bryan Blanton	Outdoor Rec Asst	P&R	PT	4/19	PT Term
6	Tanner Denton	Finance Tech	Fin	FR	4/23	Resign
7	Jennifer Bowman	PH Specialist PT	H	PR	4/30	Resign

Payroll Summary

Full-Time - 270

Part-Time Regular - 7

Part-Time Temp - 14

Elected - 8

Appointed - 8

TOTAL – 307

Personnel Actions Processed – 22

HR Activity – Compensation and Benefits Management

- 1) The HR team has been working to update internal technical systems to allow better budget forecasting for both compensation and benefits line items in the future. We are partnering with the Finance Team to ensure that all roles are mapped to the appropriate salary grade and general ledger account. HR will be testing the new set up over the next month to confirm the impact of system modifications on payroll.
- 2) HR has been drafting a communication and training plan to prepare for implementation of salary changes pending the approval of the compensation study.
- 3) The City's Annual Benefits Open Enrollment is planned for May 24-June 4 2021. Communication materials are now being distributed and are attached with this report. Employees will enroll via the phone or website.

Benefit Summary

<i>Program</i>	<i># of Participants</i>	<i>% FT Emp Participation</i>
<u>BCBS Group Medical Insurance</u>		
Active Employees	263	100%
Council Members	5	
Retirees	38	
Separation Allowance	15	
Guardian Dental Insurance	193	77%
CEC Vision	159	58%
<u>401K</u>	168	65%
<u>457</u>	99	34%
Lincoln (Term Life Insurance)	275	100%
Credit Union	25	11%
<u>Colonial Insurance (Optional)</u>		
Pre-tax	130	56%
Post-tax	144	61%
<u>Flexible Benefits Management</u>		
<u>(Medical Reimbursement)</u>	22	17%
<u>(Dependent Care)</u>	0	
Legal Shield	6	3%

Council Priority Area 3: Advance Resources Designed to Safeguard our City

Safety Statistics – 1 employee incident reported in April.

Department	Safety Inspections Completed	Safety Committee Reports
Public Utilities	6	3
Public Works	4	4
Fire Dept.	3	3
Police Dept.	5	4

The City continues to respond to COVID-19 and take precautions to limit the spread within the workplace. To date, 137 employees have utilized either COVID sick leave or COVID childcare leave (48%). 33 employees have utilized the maximum amount of COVID leave currently authorized (12%).

HR Items of Note

Impact to Council Priority Area 1: Build and Retain a Diverse Workforce

- 1) HR is beginning implementation of the NeoGov applicant tracking tool. The first phase of implementation will be to set up our application and job requisition process. The new tool will then be aligned with the City's updated website. The proposed launch date for the new system will be July-August 2021.
- 2) Following the implementation of applicant tracking, HR will focus on rolling out NeoGov. City has contracted with NeoGov to begin implementing a performance feedback tool as well as applicant tracking.

The City will also have free access to NeoGov Learning tools through our partnership with the League of Municipalities.

2021 OPEN ENROLLMENT



Open Enrollment for 2021 is Monday, May 24th – Friday, June 4th.

For the upcoming plan year, we will be offering a new plan option. You will be able to choose between the current medical plan or a High Deductible Health Plan that allows you to also contribute to a Health Savings Account.

This year instead of enrolling with an onsite representative, you will have two options for enrollment:

1. Benefits Call Center will be available Monday-Friday from 9 AM to 5 PM EST, and until 7 PM on Tuesdays. Call 1-866-354-1327 to speak 1:1 with a benefit counselor to enroll and answer any benefits related questions.
2. Self enroll for benefits at www.employeenavigator.com – create an account to make benefit elections.

Be on the lookout for more benefits information at the Employee Appreciation Picnic and a chance to win a Fitbit!





Know Your Benefits

What is a High Deductible Health Plan (HDHP)?

A High Deductible Health Plan (HDHP) is a health insurance plan that generally has a lower monthly premium and a higher deductible than a traditional health plan.

Members in a HDHP will pay for 100% of health care costs (preventive care is an exception) until they reach the deductible amount. As a result, members become more selective on how they spend their health care dollars. This plan encourages members to seek out better health care options at more competitive prices.

HDHPs allow you to use pre-tax dollars to pay for out-of-pocket health costs when paired with a Health Spending Account (HSA).

What will our HDHP plan design look like?

- Individual/Family Deductible- \$2,000/\$4,000
- Deductibles will be embedded, meaning if you have family coverage, no one person will satisfy more than the individual limit
- Individual/Family Out of Pocket Max- \$4,000/\$8,000
- Coinsurance- 80%
- Health Savings Account (HSA)- City of Albemarle will be contributing \$250 to each employee that enrolls in the HDHP and sets up an HSA account

Moving From a Standard Plan to an HDHP

Standard Plans vs. HDHPs

Both plans must cover preventive services free of charge. If you receive non-preventive medical care, you will pay a deductible—a specified amount of money that the insured must pay before an insurance company will pay a claim. The chief difference between the plans is that under an HDHP, monthly payroll deductions are lower, and the deductible is higher.

How to be a smart healthcare consumer to help control costs.

Get to know your benefits. It's important to understand the benefits that you receive from your insurance plan before you use it. This is especially true with a HDHP since you are responsible for healthcare costs until your deductible amount has been met.

Shop around for medical procedures. Medical procedures have different associated costs depending on location, provider, etc. Insurance carriers typically offer a cost estimator tool available on their website that can assist in choosing the most cost-efficient route for medical procedures.

Emergency Care. There is a sizable cost difference between emergency rooms, urgent care, and telemedicine. It is very expensive for hospitals to support all of the equipment and staff that an emergency room requires, so visits to the emergency room generally cost much more than a telemedicine visit or those to a doctor's office, or an urgent care center. If you develop a problem that needs to be treated quickly, but it is not life threatening or risking disability, use the telemedicine benefit or go to an urgent care clinic

Use In-Network Providers when possible. In-Network care is typically covered at a higher percentage, which means you'll pay less out of pocket.

Rx Coverage. In many cases generic drugs are a suitable substitute for higher-cost brand name drugs. (refer to your plan's Rx formulary – available at Open Enrollment). Some pharmacies offer prescription-savings programs, which allow customers who may not have prescription coverage to pay an annual membership fee to enroll. Retail pharmacy versus mail order – mail order can offer a lower cost with some medications.

Ask questions. You are your own best advocate. Make sure you gain the information you need to make informed decisions about your health insurance benefits, as well as the healthcare you receive.



HEALTH SAVINGS ACCOUNT

YOUR STEPS TO TRIPLE TAX SAVINGS!

1 DECIDE IF AN HSA IS RIGHT FOR YOU

A Health Savings Account (HSA) is a tax-advantaged account that you may elect to establish when you enroll in a high deductible health plan (HDHP). If you're considering an HSA, you can access savings calculators and other resources to determine if it's the right plan option for you at www.flores247.com.

2 REALIZE THE TRIPLE TAX ADVANTAGE

For 2021, you can contribute up to **\$3,600** if you are enrolled in single HDHP coverage, and up to **\$7,200** if you are enrolled in family HDHP coverage. Individuals over the age of 55 may make an additional catch up contribution of **\$1,000**. Contributions can be made through pre-tax payroll deductions. You can also invest your contributions and receive tax-free earnings. Distributions for qualified expenses are tax-free as well!

3 ENROLL AND MANAGE YOUR ACCOUNT

Contact your Human Resources Department to find out how to enroll for this benefit. Flores will send a custom Participant ID number via mail or email to help you manage your account. Contact information can be found on the back of this flyer.

A Health Savings Account (HSA) is a tax-deductible savings account you can contribute to while covered by a HSA qualified high deductible health plan. It allows you to save, invest, and use funds on a tax-free basis to realize triple tax savings!

ELIGIBLE EXPENSES

- Deductible expenses
- Prescriptions
- Vision expenses (including eye exams, eyeglasses, and contact lenses)
- LASIK surgery
- Dental expenses (excluding cosmetic procedures)
- Orthodontia payments
- Over-the-counter medications and supplies
- Menstrual Care Items
- Certain insurance premiums

HSA FAQs

FREQUENTLY ASKED QUESTIONS

IS AN HSA THE SAME AS AN FSA? No. An HSA is a tax-deductible savings account that lets you save every year toward healthcare expenses. There's no use-it-or-lose-it rule, and you can grow your account through interest and investments. And it's portable, so you take it with you if you leave the company. To maintain HSA contribution eligibility, you must be enrolled in a high deductible health plan (HDHP) and cannot have any other disqualifying coverage (see IRS Publication 969).

WILL I LOSE MONEY IN MY HSA IF I DON'T SPEND IT? No. There's no use-it-or-lose-it rule with an HSA, so every dollar that goes into it becomes available for your use for eligible expenses.

WILL I HAVE A DEBIT CARD? Yes. You will receive a Flores Benefit Card that will be linked to your HSA. You can use it to pay providers when you incur eligible services.

HOW DOES AN HSA SAVE ME MONEY ON TAXES? Three ways:

- 1) Money goes in tax-free. You pay no tax on the money you or your employer put into your HSA, up to the IRS limits.
- 2) Money earns tax-free. You pay no tax on interest and investment returns earned in your HSA.
- 3) You pay no tax on HSA money when you use it to pay eligible healthcare expenses.

HOW WILL I ACCESS INFORMATION ON MY ACCOUNT?

You will access account information and manage your account on our website, flores247.com.

WHEN IS MY HSA FUNDED? You or your employer can add money to your HSA at any time during the year. There's no enrollment period. Most employees fund their HSAs through payroll deductions.

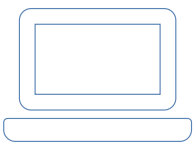
WHO OWNS MY HSA? You own it outright. If you leave the company for any reason, you own the account, including any interest earned.

CAN I CHANGE MY CONTRIBUTION AMOUNT DURING THE PLAN YEAR? Yes. You will not be subject to the change-in-status rules applicable to other benefit accounts. You will be able to make changes in your contributions by providing the applicable notice of change provided by your employer.

IS TAX REPORTING REQUIRED FOR AN HSA? Yes. IRS form 8889 must be completed with your tax return each year to report total deposits and withdrawals from your account. You do not have to itemize this form. We recommend you maintain records of itemized receipts for your purchases in case you are audited by the IRS.

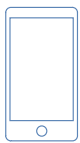
HOW DO I ACCESS THE FUNDS IN MY HSA? Your HSA is similar to a checking account. You are responsible for ensuring money is spent on qualified purchases only and maintaining records. Payments can be made via check, online bill-pay, your Flores Benefit Card, or you can reimburse yourself if you pay out-of-pocket for an expense.

HOW DO I OBTAIN MY ACCOUNT DETAILS?



WEBSITE

Visit www.flores247.com and log in using Participant ID or User Name and password



MOBILE APP

Download Flores Mobile smartphone app Available for Apple or Android devices



PID & PASSWORD ASSISTANCE

Dial 800.840.7684

LEARN MORE:

For more information on how to use your funds, manage your expenditures, using Bill Pay, reordering a Flores Benefit Debit Card or help in determining if an expense is qualified, please visit www.flores247.com or call us at 800.532.3327.

Revised 09/2020

CUSTOMER SERVICE 1.800.532.3327

City of Albemarle

Information Systems Department Project Report

Project Name / Title:	Review of IS Service Tickets for April, 2021
Department / Division:	Information Systems Department
Prepared By:	Owen Squires
Project Budget:	FY 2020-2021
Anticipated Completion Date:	Service continues...
Council Priority Area:	Build Organizational Capacity and Efficiency to Support Effective City Government
Project Description: Briefly describe the project and benefits.	
<p>Ongoing report to communicate the volume and efficiency of technology-related operations.</p> <p>A difference moving forward will be to include examples of work requested, and work completed, during the report month.</p>	
Project Status: Briefly describe the status of the project.	
<p>As we recognize trends in submitted tickets, we are working with departments so that their staff can help us, help them. Email messages, or phone calls even, take time to track both parties down. When we are able to better collaborate with staff that submit tickets – help them to provide good information – an incident, or a service request can be more quickly resolved.</p> <p>The ticketing system is broken down into three areas:</p> <ol style="list-style-type: none"> 1) Service Desk Requests: this is when a new application, a new piece of hardware, is being requested by a department or person. 2) Incident Reporting: this is when something has happened, something has broken or a service/application has stopped responding. 3) Project Management: we spend a lot of time identifying and categorizing projects (as opposed to a Service Desk Request). 	

Recent Progress: Briefly describe recent progress or activities on project.

The top report is a report of the April tickets that were submitted. Some tickets may have been a one-hour resolution; some of these are mini-projects that were several days to complete. The bottom section includes the completed tickets for April.

April was a very busy month for Police-related tickets, followed by support for Public Utilities, Information Systems, and Finance Departments’.

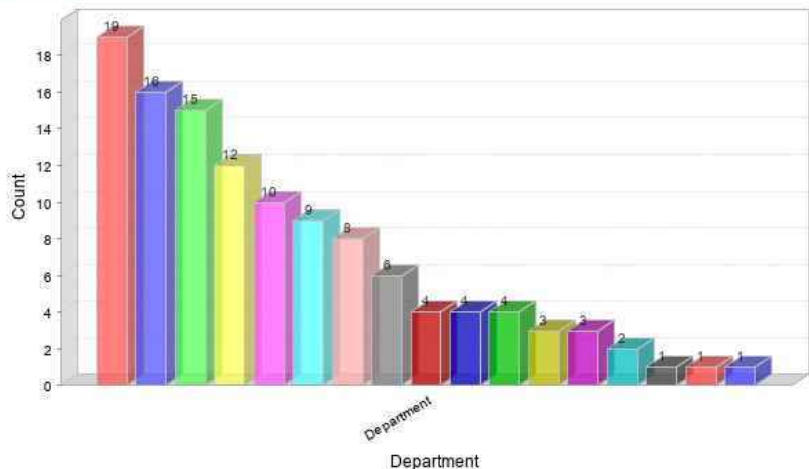


Requests by Department

Generated by Squires, Owen on : 2021/05/13 08:57

Total records : 118

Created Time : From 2021/04/01 00:00 To 2021/04/30 23:59



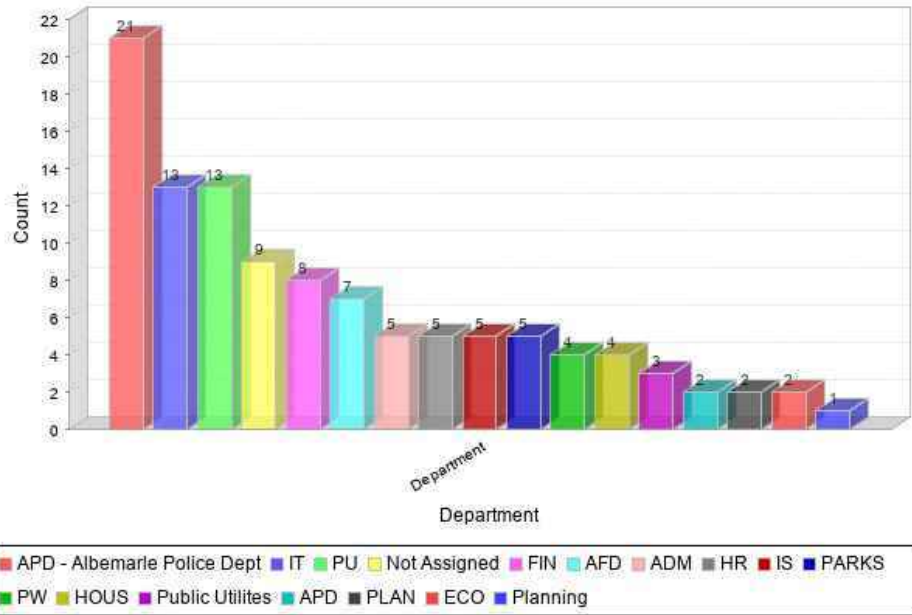
- APD - Albemarle Police Dept
- PU
- IT
- FIN
- Not Assigned
- IS
- HR
- AFD
- HOUS
- ADM
- ECO
- PW
- APD
- PARKS
- Planning
- PLAN
- Public Utilites

Completed requests by Department

Generated by Squires, Owen on: 2021/05/13 09:07

Total records: 109

Completed Time: From 2021/04/01 00:00 To 2021/04/30 23:59



Examples of services requested and completed for the month:

- Nhia last month completed the work coordinating efforts for Public Housing Department and contractors to install cameras for Housing. This network upgrade will be leveraged for other network services moving forward. Nhia has also been the IS Department team member working to coordinate the technology updates for the City web site.
- Amanda last month spent a significant amount of time coordinating efforts to replace the ticketing service used by Police. The setup, testing, and training on the new system has been an all-hands effort for Police, and for IS Department. We all worked to make the transition be as smooth as possible. Amanda also coordinated efforts citywide to update access-control (gate/door access) policy and procedure.
- Giovanni during April focused on the project work to upgrade the camera control system in use citywide. This work meant replacing many computers used to monitor the citywide security systems and effort on the backend to set it up. Giovanni also worked with Economic Development to enable easy access to graphic-editing tools; tools necessary for the department to build on their marketing message.
- The resolution of 100 + tickets through the month of April was an all-hands effort to assist the City as we work together to maintain and build on services for all of Albemarle.

Upcoming Activities: Briefly describe the next significant activity, action, or decision to be made, regarding the project.

PROGRAM REPORT

Council Priority Area 6: Enhance Community Amenities to Engage Multiple Generations

Athletics

	# Leagues Offered	# Registered	# Participants	# Volunteers	# Volunteer Hours
Youth (0-17 yrs)	2	62	744	7	84
Adult (18-49 yrs)	3	110	1060	0	0
Seniors (50+ yrs)	2	21	192	0	0

Programs

	# Offered	# Registered	# Participants	# Volunteers	# Volunteer Hours
Youth (0-17 yrs)	2	31	252	0	0
Adult (18-49 yrs)	16	356	2046	2	32
Seniors (50+ yrs)	1	5	15	0	0

Special Events

Name of Event	# Attendees	# Volunteers	# Volunteer Hours	Sponsorship \$ received
Easter Egg Hunt	100	0	0	0
SR Games Kickoff	47	6	15	0
April Food Truck Friday	650	0	0	\$2500
Zoo Trip	12	0	0	0
Mini Young Explorers	6	0	0	0

Pools

	# Days Open	# Attendees	# Swim Lessons	# Rentals	\$ Cost Recovery
Chuck Morehead	0	0	0	0	0
Rock Creek	0	0	0	0	0

Facility Rentals

	# Rentals	# Attendees	\$ Cost Recovery
Niven Center	15	384	\$749
Waddell Community Center	8	345	\$1490

Picnic Shelter Rentals

	# Rentals	# Attendees	\$ Cost Recovery
City Lake Park	17	485	\$ 480
Rock Creek Park	1	30	\$ 25
Chuck Morehead Park	1	25	\$ 25
Don Montgomery Park	0	0	\$ 0

- FY21 will provide for the collection of baseline data. This data will provide benchmarks with metrics in upcoming fiscal years.

BUDGET REPORT:

Revenue: \$ 22,137.

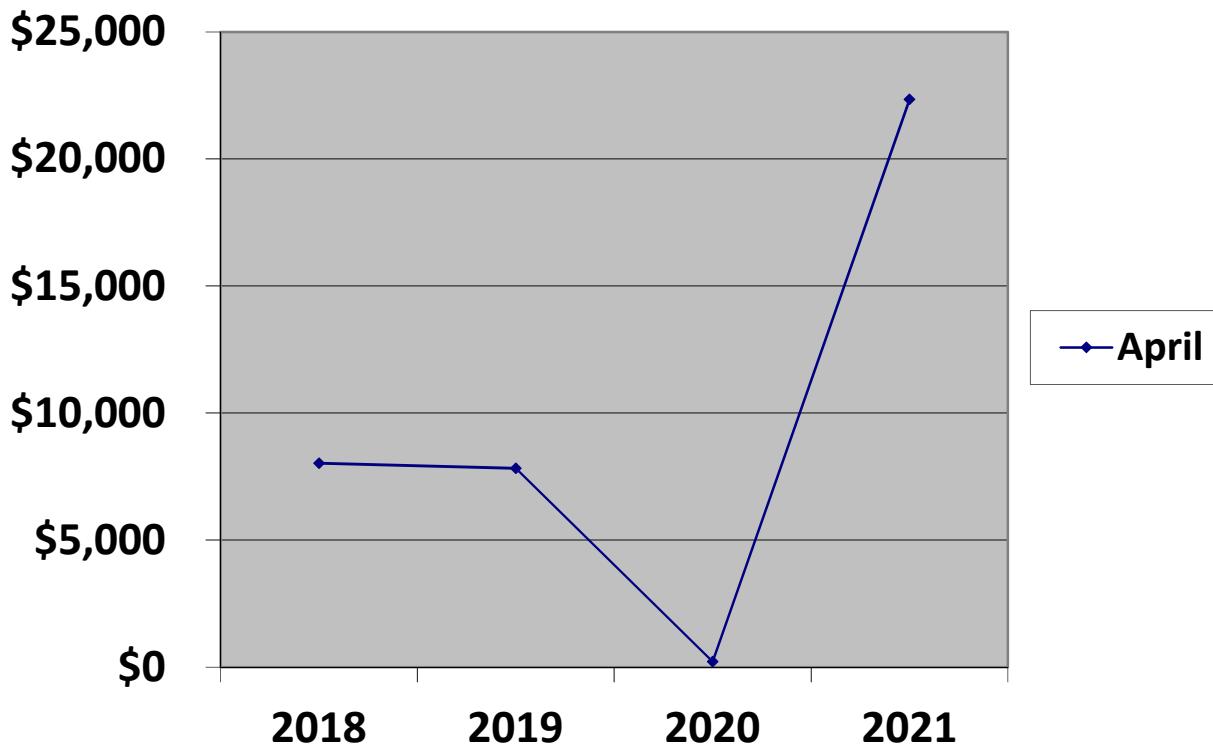
The Parks and Recreation Department collected during the month, broken down as follows:

<u>Revenue Item</u>	<u>Amount</u>	<u>Description</u>
Program Fees	\$ 7038.	Regular Programs
Building Rentals	\$ 5055.	Waddell and Niven Center Facility Rentals
Park Rentals	\$ 900.	Picnic Shelter and Athletic Field Rentals
Special Events	\$ 5388.	
Contributions and Donations	\$ 2000.	
Senior Games Sponsors	\$ 681.	Program Fees
Tournament/Fundraising	\$ 0.	Softball tournament
Concessions	\$ 220.	
Admission	\$ 0.	
CTC Rental	\$ 0.	
Grant Funding	\$ 0.	

Expenses: FY 2020-21

<u>(as of 5/12/2021)</u>	<u>Starting</u>	<u>Expended</u>	<u>Encumbered</u>	<u>Remaining</u>	<u>% Expended</u>
Recreation Budget	\$881,360	\$634,688.	\$14,172.	\$232,498.	73.6%
Parks Budget	\$1,372,995	\$1,131,878	\$59,717.	\$181,398.	86.8%

Revenue Comparison



Central Auditorium

Council Priority Area 6: Enhance Community Amenities to Engage Multiple Generations

Rentals/Performances	Dates	Attendance	Revenue
Sun Valley High School	April 20	25	\$120.
Upcoming Rentals/Programs	Dates	Type of Performance	
APR Lifeguard Training	May 14	Training	\$0.00
Senior Games Silver Arts	May 24 – 26	Art Display	\$0.00
Uwharrie Players	May 29 – June 13	Play	\$1110.00

* Albemarle Parks & Recreation sponsored program

Monthly Operational Costs

	February	March	April
<i>Rent</i>	\$1000	\$1000	\$1000
<i>Utilities</i>	\$112	\$342.	\$192.
<i>Insurance</i>	\$11	\$11.	\$11
<i>Total Operational Costs</i>	\$1123	\$1353	\$1203.

Monthly Revenues

	February	March	April
<i>Revenue</i>	\$0	\$0	\$320

Expenses: FY 2020-21

(as of 4/12/2021)	<u>Starting</u>	<u>Expended</u>	<u>Encumbered</u>	<u>Remaining</u>	<u>% Expended</u>
Central Auditorium	\$45,200	\$14,209.	\$0.	\$30,990.	31.4%

PROJECT REPORTS:

Departmental Project Summary Reports



Project Name / Title:	Don Montgomery Park Repairs
Budget Priority Area	<i>Council Priority Area 4, 5 & 6: Invest in Infrastructure to Ensure Quality Service Delivery; Develop Community and City Assets to Grow the Economy and Improve Community Appearance; Enhance Community Amenities to Engage Multiple Generations</i>
Department / Division:	Parks and Recreation
Prepared By:	Lisa Kiser
Project Budget:	\$500,000 (funding reimbursement from FEMA)
Anticipated Completion Date:	COMPLETED
Project Description: Briefly describe the project and benefits. Rebuild Don Montgomery Park baseball field and park due to damage from Hurricane Florence.	
Project Status: Briefly describe the current status of the project. Grading of the field took place January 28 and 29 th . Irrigation is in process of being installed. Waiting to receive quotes on fencing. Replacement equipment has been ordered and delivered. Waiting on dry ground to begin work at Optimist Field.	
Recent Progress: Briefly describe recent progress or activities on project. Dirt for DM and Opt delivered; staff have been working to spread the dirt on the fields; fencing has been installed. Babe Ruth League will play at Don Montgomery Park this summer. Backstop Netting installation was completed on 4/11/2021.	
Upcoming Activities: Briefly describe the next significant activity, action, or decision to be made, regarding the project. Backstop netting; batting cages to be repaired	

Planning and Development Services Monthly Report

April 2021

<u>Monthly Meetings</u>	<u>Dates Attended</u>
City Council	April 5 and April 19, 2021
Planning & Zoning Board	April 1, 2021
Historic Resources Commission	April 12 2021 – Meeting Cancelled due to attendance conflicts. Members were sent a training video.
Staff Meetings	April 22, 2021
Priority Area 5: Develop Community and City Assets to Grow the Economy and Improve Community Appearance	Staff attended plan review committee meetings at the County, and met on site with property owners to conduct walkthroughs.

<u>Permits</u>	<u>Number</u>	<u>Enforcement</u>	<u>Number</u>
Sign	3	Min. Housing Initiated	
Coordination Forms	35	Min. Housing Resolved	
Auth. of Power	4	Min. Housing re-inspections	
Addresses Assigned	11	Sign Violations	
Zoning Verification	4	Sign Removal in ROW	45
Floodplain	1	Nuisance Initiated	17
COA	3	Nuisance Abated	
<u>Inquiries</u>		City Abatement	
Zoning	71	Zoning Cases Initiated	1
Development	22	Zoning Cases Resolved	2
Nuisance	16	Litigation	0
Subdivision	6	<u>Development</u>	<u>Development</u>
Floodplain	11	Plans Submitted	5
Watershed	6	Plans Approved	3
Historic District	7	Erosion Control Inspections	8
General Inquiries	15	Zoning Site Inspections	69
Fence/Accessory Structures, etc.	15	Maps Created	3
Signs	10	Subdivision Review	3



*April
2021*

MONTHLY REPORT

By Det. Captain JT Cranford

Community Outreach

PRIORITY AREA #3

Advance Resources Designed to Protect our Residents and Safeguard our City

PRIORITY AREA #6

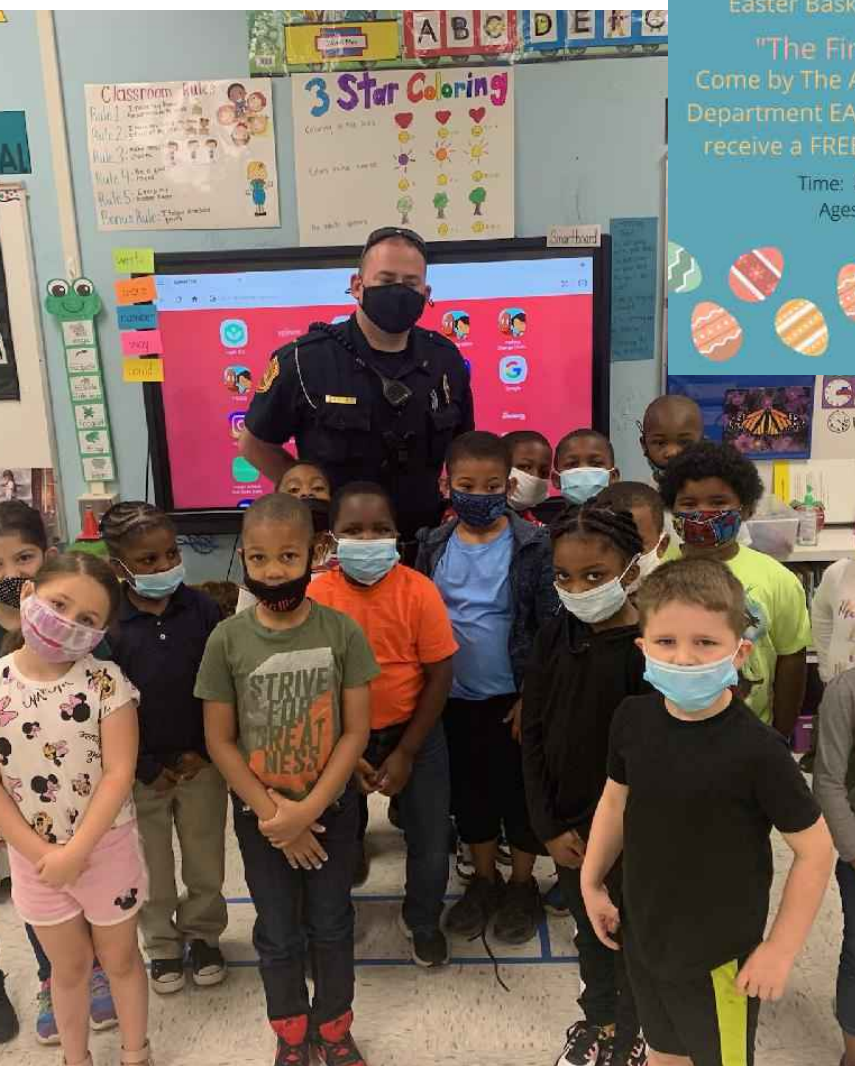
Enhance Community Amenities to Engage Multiple Generations



The Albemarle Police Department
Easter Basket Give-Away

"The First 50 Kids"
Come by The Albemarle Police
Department EASTER Sunday will
receive a FREE Easter Basket.

Time: 8-10 am
Ages 6-12





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Priority Area 1:

Enhance Talent & Compensation Management to Build & Retain a Diverse Workforce

THANK YOU SUPERHEROES!!!



WE ARE GRATEFUL FOR ALL THE SUPERHEROES ON OUR TEAM!

Priority Area 2:

Build Organizational Capacity and Efficiency to Support Effective City Government

The City of Albemarle Police Department strives to serve our community in the best way possible. We would like to hear from you in response to your contact with our police officers. The Albemarle Police Department is committed to providing the highest quality police services possible. The relationship of trust and confidence between our staff and the community's citizens is essential if we are to succeed in this goal.



RX Drop Box/ Event

Members of the Albemarle Police Department hosted a dropbox event at Medical Pharmacy on April 24, 2021. Even with the weather conditions, the event was a success.

Month	2021	Total in Grams
Jan		3924
February		6771
March		9878
April		12,883
May		
June		
July		
August		
September		
October		
November		
December		
Total YTD		33456



Statistics

Priority Area 3:

Advance Resources Designed to Protect our Residents and Safeguard our City

ALBEMARLE POLICE DEPARTMENT ACTIVITY REPORT

APRIL 2021

	CURRENT MONTH	SAME MONTH LAST YEAR	LAST YEAR TO DATE	TOTAL YTD	LAST YEAR vs THIS YEAR
GENERAL					
CALLS FOR SERVICE	1582	1503	6328	5963	-6.77%
BUSINESS CONTACTS / SURVEYS	85	148	750	400	-46.67%
NUMBER OF BUSINESSES FOUND UNLOCKED	2	2	12	6	-50.00%
HAZARDS REPORTED	1	0	21	1	-95.24%
COMMITMENTS	46	44	153	167	9.15%
ESCORTS	54	61	291	234	-19.59%
FUNERAL PROCESSIONS LED	11	3	46	53	15.22%
ALARMS (10-46)	88	115	411	319	-22.38%
EMS RESPONSES	174	62	520	680	30.77%
SPECIAL DETAILS / PROGRAMS	171	172	703	619	-11.95%
BUSINESS CHECKS / INSPECTIONS	338	777	2569	1381	-46.24%
HOUSE CHECKS	101	61	361	239	-33.80%
DOMESTIC VIOLENCE RESPONSE (COUNT AS INITIAL DISPATCH ALSO)	11	12	51	40	-21.57%
MISCELLANEOUS...INCLUDING ALL OF THE ABOVE LISTING	813	948	2720	2848	4.71%
HOURS					
NUMBER OF INTOXILYZER EXAMINATIONS	0	1	16	16	0.00%
TRAINING: HOURS IN CLASSROOM OR FIELD, INCLUDING TEACHING	661.8	278.0	1504.1	2215.8	47.32%
COURT: ON-DUTY AND/OR OFF-DUTY HOURS	28.0	0.0	186.0	61.5	-66.94%
SURVEILLANCE HOURS	15.3	156.0	419.0	69.3	-83.47%
CRIMINAL					
INCIDENT REPORTS	275	242	1109	933	-15.87%
FIELD INTERVIEWS / WITNESS STATEMENTS	312	432	1614	1356	-15.99%
CASE CONTACTS	120	129	612	501	-18.14%
WARRANTS ISSUED (COUNT TOTAL CHARGES MADE)	15	62	267	186	-30.34%
FELONY ON VIEW ARRESTS	7	18	95	135	42.11%
FELONY WARRANTS SERVED	19	35	153	117	-23.53%
MISDEMEANOR ON VIEW ARRESTS	50	50	288	282	-2.08%
MISDEMEANOR WARRANTS SERVED	55	48	303	204	-32.67%
ASSISTS ON ARRESTS	62	84	421	377	-10.45%
SUBPOENAS AND NOTICE OF HEARINGS SERVED	86	29	156	269	72.44%
AMOUNT OF STOLEN PROPERTY RECOVERED (DOLLARS)	\$2,982	\$12,822	\$37,657	\$130,424	246.35%
ORIGINAL JUVENILE INVESTIGATIONS	5	1	7	30	328.57%
JUVENILE CONTACTS	0	0	8	16	100.00%
JUVENILE CASES CLOSED WITH NO PROSECUTION	1	0	0	2	#DIV/0!
JUVENILE CASES CLOSED WITH PETITION	4	0	4	27	575.00%
SEIZURES					
MARIJUANA (grams)	73.1	43.0	343.8	944.9	174.84%
COCAINE (grams)	52.0	39.0	130.7	163.3	24.99%
PILLS (DU)	33.1	60.0	174.0	855.1	391.44%
HEROIN	4.0	62.0	72.7	377.0	418.57%
METHAMPHETAMINE	27.8		36.7	82.8	125.61%
OTHER DRUGS	3.0	0.0	4.5	85.6	1802.22%
FIREARMS	2	4	39	28	-28.21%
MONEY	\$19,370	\$4,544	\$113,097	\$38,881	-65.62%
VEHICLES	1	0	7	9	28.57%
SEARCHES					
PERSONS	105	151	680	518	-23.82%
VEHICLES	55	65	267	243	-8.99%
STRUCTURES	34	32	129	123	-4.65%
K-9 USAGES	2	2	14	8	-42.86%
TRAFFIC					
TRAFFIC STOPS	236	183	920	974	5.87%
DRIVING WHILE IMPAIRED	3	2	26	21	-19.23%
SPEEDING	16	8	50	54	8.00%
SEATBELT VIOLATIONS	7	8	20	15	-25.00%
CHILD RESTRAINT VIOLATIONS	3	6	13	7	-46.15%
NOL AND DWLR	107	63	254	345	35.83%
RECKLESS DRIVING	3	6	14	18	28.57%
ALL OTHER CITATIONS	108	87	454	463	1.98%
WARNING TICKETS ISSUED	22	3	22	72	227.27%
CHECKING STATIONS	1	0	12	23	91.67%
PARKING VIOLATIONS / CIVIL PENALTIES ISSUED	1	0	130	2	-98.46%
MOTOR VEHICLE ACCIDENTS WORKED	65	55	294	298	1.36%
ASSISTS IN ALL TRAFFIC ACTIVITIES	159	199	793	738	-6.94%

Remembering one of our own



It is with great sadness to inform you that retired Detective Donna Harwood passed away Sunday, April 18, 2021. Det. Harwood was hired by the Albemarle Police Department in 1974, and she retired in 2002. Det. Harwood visitation is Wednesday, April 21, 2021, 5-7 pm, with funeral service Thursday at 11:00 am, at Stanly Funeral Home. Det. Harwood served the citizens of Albemarle with great pride, integrity, and honor. She will truly be missed.



Public Housing Department
April 2021 Monthly Report

Housing Choice Voucher Program

Total Number of HAP Paid March 1, 2021	187
April Housing Assistance Payments (HAP)	\$78,816.00
April Utility Assistance Payments (URP)	\$1356.00
Total Payments for February	\$80,172.00
Average HAP	\$421.48
Number of Owner Payments.....	98
Total on Waitlist as of 4/30/2021	477

*waitlist closed Dec. 2017 and Purged March 2021

Public Housing

Total Number of Units available for occupancy... 195
* 301 S. Bell offline – Family Life Center
* Four (4) units offline due to October 2020 fire

Total Vacant Units as of 4/30/2021..... 0

Total Accounts Receivable in April 2021..... \$51, 848.00

Total Accounts Delinquent as of 4/30/2021..... 19

Total Amount Delinquent as of 4/30/2021..... \$2,318.44

Collection Rate: 95.53%

Number of Work Orders Completed.... 70

April 2021

Number of units leased/move-ins

Annual Recertification complete ... 52

Number of move-outs

Interims Complete... 6

Number of transfers

Number of Applications received

Total on Waitlist as of 4/30/2021



-
- The success of the Public Housing Department depends not only on individual skills, talent and experiences. It takes all parts moving in sync to reach the same target and goals.
 - As of 4/30/2021, HEMCO has completed the installation of locks, interior and exterior doors in all 150 units at Amhurst Gardens. The units have not been signed off by the architect and inspections are scheduled for the week of May 17th. HEMCO has started at Elizabeth Heights and as of 4/30/21 completed 4 units in the community. Currently, the project is on schedule to complete by contract deadline. The contractor has submitted several change orders, including funds for additional work/materials related to project. All change orders are under review.
 - Security Camera Project is complete.
(Priority Area 3: Advance Resources Designed to Protect our Residents and Safeguard our City)
(Priority Area 4: Invest in Infrastructure to Ensure Quality Service Delivery)
 - Speed Bump Project is complete.
(Priority Area 3: Advance Resources Designed to Protect our Residents and Safeguard our City)
(Priority Area 4: Invest in Infrastructure to Ensure Quality Service Delivery)
 - Playground equipment has been installed. Additional work needed to get area up and operational (ie. mulch, concrete, fencing, etc...).
(Priority Area 4: Invest in Infrastructure to Ensure Quality Service Delivery)
 - The City of Albemarle Public Housing Department hosted a Lunch and Learn for over 50 Landlords and others on Wednesday, April 21, 2021 at the E.E. Waddell Center. Topics included Fair Housing, Housing Choice Voucher Program, Inspections and Cares Act Funding. Overall, the feedback was very positive from the participants and staff.
 - Notice of Public Hearing has been advertised and the Agency Public Hearing scheduled for 10:00 am on May 26, 2021 at 300 S. Bell Ave.
 - Letters went out to 150 individuals/applicants on the waitlist for the Housing Choice Voucher Program. Program and Eligibility Briefings scheduled for May 17th and May 19th.



Public Utilities

April 2021 Monthly Report

ELECTRIC DIVISION

COUNCIL PRIORITY AREA 2: BUILD ORGANIZATIONAL CAPACITY AND EFFICIENCY TO SUPPORT EFFECTIVE CITY GOVERNMENT

- National Lineman Day was April 12th and 18th. The electric department was honored by Endy School on Monday, April 19th by Ms. Renee' Honey and students. They made cards and goody bags containing snacks and homemade pound cake that were given to Ernesto Rodriguez, Chandler Miller and Dennis Curlee who represented the City. The students ask some very interesting questions which meant a lot. The entire electric department was very grateful for such a nice gesture.
- Electric personnel assisted Meter Technician in reading cycles, disconnections and reconnections
- Dennis Curlee and Josh Herring continue to attend Leadership Classes at SCC
- Dallas Spring, Electric Line Tech I, held the monthly safety meeting on "Safety Harness and Seat Belt Usage"
- Bryan Chandler began checking Zones 3 & 4 (at night time) for street lights not burning; he has completed (4) zones
- Jarred Cook, Parsons Huntley, and Luke Swaringen attended and graduated from Basic Lineman School in Maiden from April 26-30, 2021
- Kenny Caudill and Jarred Cook attended and graduated from Basic Meter School in Maiden from

COUNCIL PRIORITY AREAS 3&4: ADVANCE RESOURCES DESIGNED TO PROTECT OUR RESIDENTS AND SAFEGUARD OUR CITY; INVEST IN INFRASTRUCTURE TO ENSURE QUALITY SERVICE DELIVERY.

- City service crew changed out (14) street lights to LED; installed (8) new outdoor rental lights Plus changing out 11 street lights to LED and added (2) new ones going into Chuck Morehead Park
- Meter/substation crew tested (33) electric meter from customer complaints
 - Underground crew completed installing underground services at 638, 639, 641 Mountain Place, 803 & 805 New Castle Court, Henning Drive, Nanny Drive and Marwood Drive for new homes plus (1) temporary service and (8) permanent services in Grandview Subdivision and prepared for (11) more new homes in Grandview



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- Crews installed and connected (18) permanent services, (6) temporary services, (6) change of services
- Line crew changed out (25) high priority dangerous poles found by Sawyer Services which included bad cross arms
- Line crews along with Meter/Substation crew completed the fiber optic cable project at Amhurst Gardens in Public Housing for their security cameras
- City Line Crew along with Lee Electrical began the upgrading of electric lines, poles and wiring from Central Avenue Delivery 3, Circuit 3 along Hwy 52 South beginning at Rock Creek Park for the ABC Park (not quite at Trinity Place yet)
- City Line Crews and Lee Electrical installed new vacuum switches on NC 24/27 Hwy at Eastside Fire Department, Coble Avenue and Old Charlotte Road, Airport Road, Five Point area. These switches replaced the old outdated oil switches that were failing. These switches were purchased in this FY 20-21 budget.

WATER & SEWER DIVISION

COUNCIL PRIORITY AREA 2: BUILD ORGANIZATIONAL CAPACITY AND EFFICIENCY TO SUPPORT EFFECTIVE CITY GOVERNMENT.

- Bryan Hinson, Superintendent, met with City personnel to discuss Morgan Hills Subdivision
- Bryan met with a new customer, Aspen Dental

COUNCIL PRIORITY AREAS 3&4: ADVANCE RESOURCES DESIGNED TO PROTECT OUR RESIDENTS AND SAFEGUARD OUR CITY; INVEST IN INFRASTRUCTURE TO ENSURE QUALITY SERVICE DELIVERY

- Crews flushed 781,920 gallons of water from hydrants
- Replaced sewer services at Depot St & Troy Alexander Drive (sleeved in 14 ft of 8" pipe), 1503 Hickory Avenue (sleeved in 7 ft of 8" pipe), 229 N. 1st Street, (sleeved in 3' for 8' pipe), 605 N. 1st Street, (8' section), 710 E. Main Street (sleeved 17 ft of 4" pipe)
- Crews installed cleanouts at 3014 Greenwood Park Circle and 430 E Oakwood Avenue
- Installed water & sewer taps at 117 N. 4th Street (sewer only), 708 Dick St, 626,628, 630 Mountain Place, 1319 Sunset Avenue
- Crews assisted plumber at 1446 US 52 North to resolve plumbing issues
- Washed and maintained 13,277 feet of sewer main; Camera 16,717 feet of sewer main; Completed 9 sewer trouble calls
- Exchange 32 water meters, install 13 new water meters at new construction
- Crews repair water line at Brown Avenue, water service at 1919 Palmetto Drive and 1304 Prestwick Lane, and a water main on Mt. Creek Road
- Crews assisted PW with jetting/washing storm drains on Montgomery Avenue, Greenwood Street, Monroe Street, Colston Street and West Main Street



- Crews assisted plants personnel at JFNWTP to replace broken valves at backwash tank

PLANTS DIVISION

COUNCIL PRIORITY AREA 2: BUILD ORGANIZATIONAL CAPACITY AND EFFICIENCY TO SUPPORT EFFECTIVE CITY GOVERNMENT.

- Chen Vang, 52WTP, completed the B-Surface School
- Hired (2) new employees for 52WTP, Donnie Smith and Brandon Fesperman
- Hired (1) new employee for JFNWTP, Kieth Thao
- Hired (1) new employee for LCWWTP, Michael Fox
- Yearly State Inspection was done by Mark Hahn at both water plants without issues
- Pesticide training for employees at all (3) plants

PLANTS DIVISION

COUNCIL PRIORITY AREAS 3&4: ADVANCE RESOURCES DESIGNED TO PROTECT OUR RESIDENTS AND SAFEGUARD OUR CITY; INVEST IN INFRASTRUCTURE TO ENSURE QUALITY SERVICE DELIVERY

- Drained and washed out #2, #3, #4, #5 and #6 basins at 52WTP
- 52WTP treated 122.93 mg of water
- State inspections were completed on the elevators at 52WTP
- JFNWTP treated 145.63 mg of water
- Installed new 6" valve at backwash tank at JFNWTP
- Continue adding algaecide in the reservoir at JFNWTP because of warmer weather
- Continue with collecting monthly organic samples at JFNWTP
- Synagro pumped and haul sludge from both lagoons at JFNWTP
- New roof installed over the administration part of the plant building at JFNWTP
- Lab cabinets painted and new flooring installed in lab section at JFNWTP
- WWTP treated 125.4 mg for the month of April
- Test ran all generators and washed all clarifiers at WWTP as a weekly process
- Drained and washed all 5 filters at WWTP (monthly process)

PLANTS MAINTENANCE DIVISION



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COUNCIL PRIORITY AREAS 3&4: ADVANCE RESOURCES DESIGNED TO PROTECT OUR RESIDENTS AND SAFEGUARD OUR CITY; INVEST IN INFRASTRUCTURE TO ENSURE QUALITY SERVICE DELIVERY

- Assisted Parks & Recreation staff with installing a new score board at Rock Creek Park with the boom truck
- Completed all monthly PM's (preventive maintenance) on all equipment at all plants and pump stations
- Tested chlorine alarms at all plants
- Tested all generator at all plants and pump stations
- Drained and washed out both basins and sludge pit at JFNWTP
- Installed high service pump on the #1 air stripping tower pump at JFNWTP
- Replaced the starter, contacts, auto greaser motor on B-4 screw pump at LCWWTP
- Assisted Parks & Recreation staff with the boom truck installing new score board at Don Montgomery Park
- Changed out (2) chlorine tanks at 52WTP and JFNWTP, and (2) tanks at LCWWTP
- Backwashed all the raw water intakes at JFNWTP and at Old Whitney Pump Station monthly

Administration and Customer Service

COUNCIL PRIORITY AREA 2: BUILD ORGANIZATIONAL CAPACITY AND EFFICIENCY TO SUPPORT EFFECTIVE CITY GOVERNMENT

- Customer Service mailed out 2086 of final notices, Disconnection for non-payment (347), Reconnections (84), Extensions granted (189), Service Orders (297)
- Water Heaters rebate (\$1350) Heat Pumps rebates (\$2400)
- Mandy Barbee, Marilyn Thompson, Alicia Bailey and Jonathan Misenheimer participated from April 5-9 in virtual training in a Customer Service Course.
- Dan Worl and myself treated the Electric Division staff with Chick-Fil-A lunch on April 12th for National Lineman Day

PUBLIC WORKS DEPARTMENT
ADMINISTRATIVE REPORT
April 2021



ADMINISTRATION

Ross Holshouser and Renee Keziah participated the first cleanup for the Adopt A Street program on Leonard Ave by the Leadership Team on April 1st.

Ross Holshouser attended an Alleyway Design meeting on April 5th in the Ray Allen Room at City Hall to discuss incorporation of feedback from property/business owners.

Project Name / Title:	Storm Water Management Program
Budget Priority Area	Priority Area 3: Advance Resources Designed To Protect our Residents and Safeguard our City
	Priority Area 4: Invest in Infrastructure to Ensure Quality Service Delivery
Department / Division:	Public Works / Street Division
Prepared By:	Ross Holshouser
Project Budget:	N/A
Anticipated Completion Date:	FY 20-21
Project Description: Briefly describe the project and benefits.	
Plan and Develop a new Storm Water Management Plan	
Project Status: Briefly describe the current status of the project.	
WK Dickson will hold kickoff meeting on April 14 th with core Storm Water Project Team.	
Recent Progress: Briefly describe recent progress or activities on project.	
N/A	
Upcoming Activities: Briefly describe the next significant activity, action, or decision to be made, regarding the project.	
Project kickoff meeting on April 14 th at 2:00 pm.	

STREET & RIGHT OF WAY DIVISION

- Stephen Hartsell, Ronnie Hatley and Jason Palmer attended a Manager Trainings Employee Assistance Program Webinar class "A Manager's Guide to Utilizing Your EAP" on April 1st.
- Randy Huneycutt attended the Leadership Training class at Stanly Community College on April 1st focusing on Making High-Quality Decisions and on April 29th Planning & Managing Resources.
- Mark Rowles participated in an Employee Action Group meeting to discuss Values in Action: Interdepartmental Collaboration at the Nivens Center on April 20th.
- Downtown trash cans were serviced and crew blew leaves off of sidewalks, sprayed for weeds, weeded, cultivated flower beds and mowed several areas throughout the city.
- Completed a round of street sweeping for city streets and vacuumed in section 4B.
- Assisted with street closing for the BeDowntown Cruise-in event on April 10th and for a Stanly Kid Triathlon event on April 17th.
- Assisted with Stanly County Household Hazard Waste/Electronic Recycling event on Saturday, April 17th.
- Street crew repainted parking spaces in the lower parking lot at the Warehouse Operations Center.
- Cut sidewalk for flag poles for the Lion's Club program on several locations downtown.
- Street crew installed an aluminum collar around sign pole and poured concrete median to tie into existing median on W. South St for the New Police Headquarters.
- Repaired 61 potholes, sunken/broken pavement on Oaklawn Ct, Ludlow St, Patton Ave, Anderson Ridge Rd, Montgomery Ave, Avondale Ave and Pee Dee Ave.
- Milled and patched with asphalt on Brunson St, Watts St, Lakeview Dr, Moss Springs Rd and Wildwood Dr.
- Street crew leveled and patched street for micro-surfacing on the following streets: Carter Dr, N. Seventh St, Dick St, Smokehouse Ln, S. Bell Ave, Arey Ave and Lennox St.
- Shouldered edge of road with gravel on Wiscassett St, Greenwood St, Wood St, Monroe St, Long St, Reid St, Elm St and with dirt on Crown Point Dr, Brookmeade Dr, Hemlock Dr, Snuggs Park Rd and S. Morrow Ave.
- Repaired driveway entrance on Snuggs Park Rd, S. Fourth St and Clover Park Cir.
- Cleaned out catch basins and storm drain on N. Depot St, N. Fourth St and Greenwood St.
- Replaced pipe on Greenwood St.
- Cleaned out ditches and jetted out pipes on Liberty Ave, Amhurst St, S. Fourth St, Clover Fork Cir, Elmwood Ave, Wildwood Dr, Blake Rd, Greenwood St, MacArthur Rd, Stoker Terrace, Snuggs St, Gurley St, McKee St, Blake Rd, Highland Ave, Cedar Ave, West Dr, Love St and Shady Dr and with the help from the Public Utilities Water & Sewer division jetted out pipe on Colston St.
- Picked up illegal dumping on Dunlap St, Snuggs Park Rd, Colston St, Dunlap St and McLaughlin St.
- Cut back line of sight obstruction on the intersection of Long St and W. Oakwood Ave.
- Repaired sidewalk on US 52 South and S. Second St.
- Installed new driveway entrances on Sunset Ave, N. Tenth St, N. Ninth St and widen driveway entrance on W. South St.
- Hung door hangers and performed follow ups on roll out containers being left out at all times and collected (17) TV's/electronics throughout the city.
- Repaired W/S cuts on E. Main St, Lowder St, US 52 N, S. Broome St, N. First St, N. Depot St and at the intersection on N. Ninth St and Brown Ave.
- Repaired six street name signs, one dead end sign and replaced two stop signs and two street name signs. Installed three Adopt-A-Street signs and installed two No Overnight Parking signs at the Market Station.

Division Project Summary Report

STREET & RIGHT OF WAY DIVISION

Project Name / Title:	FY 2020-2021 Pavement Maintenance Plan
Budget Priority Area	
	Priority Area 4: Invest in Infrastructure to Ensure Quality Service Delivery
Department / Division:	Public Works / Street Division
Prepared By:	Ross Holshouser
Project Budget:	
Anticipated Completion Date:	EOBY 2020/2021
Project Description: Briefly describe the project and benefits.	
Generate a work plan using the Agil Assets Software to produce a list of City streets for preservation, rehab or re-construction based on the most efficient use of the 20/21 budget.	
Project Status: Briefly describe the current status of the project.	
Street Re-paving is complete. Micro Surfacing to begin soon.	
Recent Progress: Briefly describe recent progress or activities on project.	
Slurry Pavers, Inc. has begun micro-surfacing across the City.	
Upcoming Activities: Briefly describe the next significant activity, action, or decision to be made, regarding the project.	
Slurry Pavers should be completed by the first week of May.	

Project Name / Title:	King Property Upgrades and Renovation
Budget Priority Area	<p>Priority Area 5: Develop Community and City Assets to Grow the Economy and Improve Community Appearance</p> <hr/> <p>Priority Area 6: Enhance Community Amenities to Engage Multiple Generations</p> <hr/>
Department / Division:	Public Works / Street Division
Prepared By:	Ross Holshouser
Project Budget:	N/A
Anticipated Completion Date:	EOBY 20/21
Project Description: Briefly describe the project and benefits.	
Council has agreed to manage and maintain the King alleyway and parking areas off West Main Street all the way through to King Ave. This will also include the public parking lot on S. 1 st street & King Ave.	
Project Status: Briefly describe the current status of the project.	
Moving forward with design and planning of public space.	
Recent Progress: Briefly describe recent progress or activities on project.	
Asphalt has been removed and replaced in the narrow alley behind Top Dollar Pawn up to the rear of Starnes Jewelers.	
Upcoming Activities: Briefly describe the next significant activity, action, or decision to be made, regarding the project.	
Work has been paused as project team has contracted with McAdams engineering firm to help with scope of work and design details.	

Project Name / Title:	FY 2020-2021 Police Station Parking Lot and Landscape Renovations
Budget Priority Area	Priority Area 4: Invest in Infrastructure to Ensure Quality Service Delivery
Department / Division:	Public Works / Street Division
Prepared By:	Ross Holshouser
Project Budget:	N/A
Anticipated Completion Date:	End of August 2020
Project Description: Briefly describe the project and benefits.	
Renovate and improve parking lot and landscaping around remodeled Police Station	
Project Status: Briefly describe the current status of the project.	
Completed	
Recent Progress: Briefly describe recent progress or activities on project.	
Colum wrap has been ordered and waiting for installation, then the last bit of concrete can be poured.	
Upcoming Activities: Briefly describe the next significant activity, action, or decision to be made, regarding the project.	
Completed	

Project Name / Title:	Charters of Freedom
Budget Priority Area	Priority Area 6: Enhance Community Amenities to Engage Multiple Generations
Department / Division:	Public Works / Street Division
Prepared By:	Ross Holshouser
Project Budget:	N/A
Anticipated Completion Date:	N/A
Project Description: Briefly describe the project and benefits.	
Assist in installing Charters of Freedom Monument in front of City Hall; N.2 nd Street	
Project Status: Briefly describe the current status of the project.	
Footings are poured. Cores are formed and to be poured on April 13 th .	
Recent Progress: Briefly describe recent progress or activities on project.	
Brick veneer has started.	
Upcoming Activities: Briefly describe the next significant activity, action, or decision to be made, regarding the project.	
Brick veneer underway by SCS Brick Masonry classes	

WAREHOUSE

Travis Ridenhour participated in an Employee Action Group meeting to discuss Values in Action: Interdepartmental Collaboration at the Nivens Center on April 20th. Current housed inventory is valued at \$3 million. Inventory in the amount \$145,053.70 was received and \$97,513.37 was issued out during the month of April.

Division Project Summary Report
FLEET MAINTENANCE FACILITY

COMPLETED AND CLOSED WORK ORDERS

<u>Department/Division</u>	<u>NC State Inspection</u>	<u>Preventative Maintenance (PM)</u>	<u>Other Repairs</u>
Fire Department			8
Police Department	1	11	17
Parks & Recreation	3	1	4
P/U-Electric		3	5
P/U-W/S Systems	25	2	10
P/U- W/S – STP & WTP Plants			
P/W-Administration			
P/W-Solid Waste			7
P/W-Downtown			
P/W-Streets		3	17
P/W-Warehouse			
P/W-Fleet			
Planning & Dev Services			1
Public Housing			1
Human Resources			
Information Systems			
Administration			
Economic Development			
TOTALS	29	20	70

All City departments, please check to make sure your vehicles are up to date on their NC Safety Inspections and preventative maintenance with oil change services, etc. While reviewing our information to update Facility Dude automotive records for transfer into Asset Essentials, I am finding some units that have not been inspected or are over on mileage for the P/M service. I hope this can be setup in the future through our Fuelmaster fueling system. There are programs that will automatically flag and send out email reminders to departments when a P/M or NC Safety Inspection is due. Currently, this should be handled by each department during the Monday morning vehicle checks. You can check to ensure the NC Safety receipt is up-to-date and, also if the P/M service has been completed by looking at the oil change sticker we place in the upper left corner of the driver’s windshield. If the old sticker is faded, you may call or email me to check when the last P/M was performed, or to inquire when your vehicle is due. For about the past year, we have new P/M window stickers that are fade resistant. If your sticker has faded, then it probably has been over a year since it has been serviced at our shop. Good PM service programs are essential to a long and reliable vehicle life. Everyone must do their part to make this a success.

Adam Hudson participated in an Employee Action Group meeting to discuss Values in Action: Interdepartmental Collaboration at the Nivens Center on April 20th.

CITY OF ALBEMARLE SOLID WASTE FACILITY

SOLID WASTE

703,504.82 gallons of leachate pumped through Force Main
.875" Rainfall Received

April 17th – Michael Barfield and Jesse Mullinix assisted with Household Hazardous Waste Event at Stanly County Agri-Civic Center. Solid Waste Facility accepted 4.33 Tons of latex paint from event at no charge.

April 20th – Conducted Scale Operator interviews.

April 21st – Conducted Landfill Maintenance Worker interviews.

April 29th – Nick Lambert attended Leadership Training at SCC.

Customers Received	2,911
Recyclables & Organics Received	270.20 tons
C&D Received	697.84 tons
MSW Received	5,451.34 tons

Print

Title – Ordinance 21-21 - To Establish a Special Revenue Fund for the Receipt of American Rescue Plan Funds

Description:

A separate fund is a requirement for receiving the ARP funding. It does not require a separate banking account, just an internal fund for accounting. The proposed Ordinance establishes this fund.

Is this item budgeted?

Not Applicable

Fiscal Impact:

Management Recommendation:

ATTACHMENTS:

Name:	Description:
<input type="checkbox"/> Ord_21-21.docx	Ordinance 21-21

APPROVALS:

Date/Time:	Approval:	Department:	
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ORDINANCE 21-21

AN ORDINANCE OF THE CITY OF ALBEMARLE, NORTH CAROLINA
ADOPTING A GRANTS PROJECT BUDGET ORDINANCE RELATING TO THE AMERICAN RESCUE PLAN ACT

WHEREAS, the Council of the City of Albemarle desires to adopt a budget pursuant to and as provided in NCGS § 159-13.2(a)(2) relating to the receipt and management of the American Rescue Plan Act (ARPA) grant proceeds;

WHEREAS, the funds are restricted for use for a particular purpose, the Council of the City of Albemarle desires to account for the proceeds in a special revenue fund pursuant to and as provided in NCGS § 159-26(b)(2);

NOW, THEREFORE, BE IT ORDAINED, by the Council of the City of Albemarle, North Carolina as follows:

SECTION 1: The amounts herein set forth are hereby appropriated for the American Rescue Plan Act as follows:

Appropriations per the American Rescue Plan Act	\$4,750,000
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SECTION 2: It is estimated revenues will be available to meet the foregoing appropriations as follows:

Restricted Federal Grant Proceeds	-\$4,750,000
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SECTION 3: The Finance Officer is hereby directed to maintain within the special revenue fund, sufficient specific detailed accounting records to provide the accounting required by federal, state and local regulations.

This Ordinance was introduced and signed by Councilmember _____, a member of the City of Albemarle, North Carolina on May 17, 2021 was adopted, and ordered published as provided by law.

Member of Council

Dated: May 17, 2021

Mayor

Attest: _____
Clerk

Print

Title – Resolution Designating Personnel for American Rescue Fund Program

Description:

The ARP requires the designation of Contract Authority and Administrator of Funds. The attached Resolution designates City Manager Michael Ferris as the Contract Authority and Finance Director Jacob Weavil as the Administrator of Funds.

Is this item budgeted?

Not Applicable

Fiscal Impact:

Management Recommendation:

ATTACHMENTS:

Name:	Description:
<input type="checkbox"/> Designate Agents for ARP Fund.docx	Resolution

APPROVALS:

Date/Time:	Approval:	Department:	
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Resolution 21-11 of the City of Albemarle for the Receipt of American Rescue Plan Funds



WHEREAS, the City of Albemarle is scheduled to receive American Rescue Plan Funds;

WHEREAS, \$4.7 million is estimated to be provided to the City of Albemarle as part of the American Rescue Plan; and

WHEREAS, an administrator of the Funds and an administrator of Contract Authority must be designated by jurisdictions receiving ARP Funding.

NOW, THEREFORE, BE IT RESOLVED, the City of Albemarle City Council designates City Manager, Michael Ferris, as Contract Authority and Finance Director, Jacob Weavil, as Principal Funds Administrator for the receipt, execution, and administering of American Rescue Plan, funds, contracts, and all other documents associated with the program, unless other signatures or authorizations are necessary or required.

Adopted this the 17th day of May, 2021.

Councilmember _____ read, introduced and moved for the adoption of the foregoing resolution.

Councilmember _____ seconded the motion and those voting for the passage of the motion

Those voting in opposition of the motion _____.

G. R. Michael
Mayor, City of Albemarle

Print

Title – Information - COVID Impacted Utility Accounts

Description:

The Governor's Executive Order prevented utility companies from disconnecting service for non-payment for a period of approximately 4 months. The Order also noted that these outstanding bills did not have to be paid through January 2021. During this time, the City took several additional steps to assist customers, such as: establishing the opportunity for payment plans; extending the non-disconnect courtesy to non-residential customers (as this was not a part of the Governor's Order); provided an additional extension; and extended the deadline for repayment beyond the Governor's Order by 2 additional months.

At 7/31/20 the COVID balances were:

- 96 non-residential\$162,688.59
- 1348 residential.....\$806,035.98

At 5/10/21 the COVID balances were:

- 27 Residential.....\$13,145.02 (bills still pending)
- 1 Non-Residential.... \$128.96 (bills still pending)
- 220 Final Accounts....\$184,392.57

Since March 15, 2021, 2175 accounts paid their COVID balance in full.

Is this item budgeted?

Not Applicable

Fiscal Impact:

Management Recommendation:

ATTACHMENTS:	
Name:	Description:
No Attachments Available	

APPROVALS:			
Date/Time:	Approval:	Department:	

Print

Title – Adjourn until Tuesday, May 18, 2021 at 4:00 pm for a Budget Workshop

Description:

Meeting will be held in the City Council Chambers.

Is this item budgeted?

Not Applicable

Fiscal Impact:

Management Recommendation:

ATTACHMENTS:

Name:	Description:
No Attachments Available	

APPROVALS:

Date/Time:	Approval:	Department:	
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