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Regular Meeting
Monday, March 16, 2020
7:00 PM
Council Chambers
Meeting Agenda

Call Meeting To Order:

1. Mayor Michael

Special Presentations:

2. Roy Jones, CEO, ElectriCities of NC - To Present the City of Albemarle with 2019 Public Power Awards of Excellence

Approval Of Minutes:

3. Consider Approval of March 2, 2020 Regular Meeting Minutes

Public Hearings:

4. Consider Major Subdivision 20-01 on Sunset and Cherry Streets

Agenda Adjustments:

Announced Delegations:

5. Becky Weemhoff, Stanly County Senior Center - To Request an Additional Handicap Parking Space on North Third Street

Unannounced Delegations:

Administrative Reports:

6. Melissa Miranda, ElectriCities of NC and Dana Chaney, HR Director for City of Albemarle - To Discuss Staffing Needs and Challenges
7. Update on Sanitary Sewer Rehabilitation, Phase 2
8. Change Order #3 for Contract 1 of Sanitary Sewer Rehabilitation Phase 2
9. Update on Homicides
10. Departmental Monthly Reports

Consent Agenda:

11. Consider Road Closure for 2020 Stanly YMCA Kids Triathlon
12. Resolution 20-02 for Correcting Ordinance 20-04 and the January 21, 2020 Regular Meeting Minutes
13. Ordinance 20-09 - To Amend the FY 19/20 Landfill Budget
14. Ordinance 20-10 - To Increase the Gravity Line Project Budget in the Landfill Fund
15. Confirm Date of April 27 for Personnel Policy Workshop

New Business:

16. Award of Informal Bid for the Landfill Gravity Leachate Sewer Line
17. Discussion of Landscaping and Irrigation for Police Department Project
18. Consider Water and Sewer Tap Installation for Homes of Hope Future Duplex
19. Consider a Closed Session Pursuant to N.C.G.S. 143-318.11(a) (4) & (6) - Economic Development and Personnel

Adjournment:

20. Adjourn to April 6, 2020 for a Regular Council Meeting

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 – Roy Jones, CEO, ElectriCities of NC - To Present the City of Albemarle with 2019 Public Power Awards of Excellence

Description:

Roy Jones, Chief Executive Officer of ElectriCities, will present to Mayor, City Council, and Public Utilities Department the 2019 Public Power Award of Excellence in the areas of Continuous Improvement, Value of Public Power, Wholesale Power Cost, and Workforce Development

Is this item budgeted?

No

Fiscal Impact:

Management Recommendation:

ATTACHMENTS:	
Name:	Description:
<input type="checkbox"/> News Release - ElectriCities Awards of Excellence.docx	Media Release

APPROVALS:			
Date/Time:	Approval:	Department:	
3/10/2020 8:34 AM	Approved	City Clerk	
3/10/2020 8:34 AM	Approved	Administration	

ElectriCities Recognizes City of Albemarle for Excellence in Public Power

RALEIGH, NC - ElectriCities of North Carolina, Inc., has announced the recipients of the 2019 Public Power Awards of Excellence. The awards align with ElectriCities' five strategic priorities and recognize achievement in the areas of communicating the value of public power, grid modernization, continuous improvement, workforce development, and wholesale power cost.

City of Albemarle received awards for Continuous Improvement, Value of Public Power, Wholesale Power Cost and Workforce Development.

"The commitment and dedication that North Carolina's public power providers demonstrate to their local communities is extremely impressive," said ElectriCities CEO Roy Jones. "They are constantly working, in ways big and small, to deliver better service and more value to the millions of North Carolina businesses and homes served by public power."

The **VALUE OF PUBLIC POWER AWARD** highlights communities that communicate the value of electric system ownership to key stakeholders. This year's winners are: Albemarle, Dallas, Fayetteville PWC, Gastonia, Granite Falls, Greenville Utilities Commission, Kinston, Lexington, Maiden, Morganton, New Bern, New River Light & Power, Rocky Mount, Smithfield, Statesville, Tarboro, and Wilson.

The **WHOLESALE POWER COST AWARD** recognizes communities that provide competitive and stable wholesale electric rates that meet the power supply need of Power Agency Members. This year's winners are: Albemarle, Granite Falls, Greenville Utilities Commission, Kinston, Maiden, Morganton, New River Light & Power, Rocky Mount, Smithfield, Statesville, and Wilson

The **WORKFORCE PLANNING AND DEVELOPMENT AWARD** honors communities that promote a workforce plan to attract, develop and retain the necessary human talent to provide safe, reliable power and lead public power forward. This year's winners are: Albemarle, Apex, Dallas, Fayetteville PWC, Gastonia, Granite Falls, Greenville Utilities Commission, Kinston, Maiden, New River Light & Power, Rocky Mount, Smithfield, Statesville, and Wilson.

The **CONTINUOUS IMPROVEMENT AWARD** recognizes cities and towns that constantly review and enhance all aspects of public power while focusing on cost reduction and increased efficiencies in current and future operations. This year's winners are: Albemarle, Fayetteville PWC, Gastonia, Granite Falls, Greenville Utilities Commission, Hamilton, Kinston, Maiden, New River Light & Power, Rocky Mount, Statesville, Tarboro, Washington, and Wilson.

About ElectriCities of North Carolina, Inc.

ElectriCities is a membership organization including public power communities in North Carolina, South Carolina, and Virginia. ElectriCities also provides management services to North Carolina's two municipal power agencies: North Carolina Municipal Power Agency Number 1 and North Carolina Eastern Municipal Power Agency. Learn more at <http://www.electricities.com>.

Print

Title – Consider Approval of March 2, 2020 Regular Meeting Minutes

Description:

Is this item budgeted?

Not Applicable

Fiscal Impact:

Management Recommendation:

ATTACHMENTS:

Name:	Description:
<input type="checkbox"/> March_2_2020_REGULAR.docx	March 2, 2020 Minutes

APPROVALS:

Date/Time:	Approval:	Department:	

REGULAR MEETING CITY COUNCIL
March 2, 2020

The City Council of the City of Albemarle met in a regular session on Monday, March 2, 2020 at 7:00 p.m. in the Council Chambers of City Hall. Mayor Ronnie Michael presided, and the following Councilmembers were present, to-wit: Mayor Pro Tempore Martha Sue Hall; and Councilmembers Bill Aldridge, Chris Bramlett, Martha E. Hughes, Shirley E. Lowder, Dexter Townsend, and Christopher Whitley.

Mayor Michael called the meeting to order.

The Mayor gave the invocation.

Special Presentations:

Presentation of a City of Albemarle Retirement Certificate to Larry Davis for 33.58 Years of Service

The Mayor noted that Mr. Davis was not present and delayed the ceremony.

Upon a motion by Councilmember Aldridge, seconded by Councilmember Lowder, unanimously carried, the February 11, 2020 adjourned and closed session meeting minutes and the February 17, 2020 regular and closed session meeting minutes were approved as submitted.

ANNOUNCED DELEGATIONS

Commission for Accreditation on Law Enforcement Agencies (CALEA)

Chief Dulin introduced CALEA assessor Mr. Richard Barnhart to provide information about the accreditation process and answer any questions Council might have for him.

The City of Albemarle Police Department has been accredited by CALEA since 1995. Every four-years CALEA sends two assessors who have has a career in law enforcement to conduct a multi-day site visit to include the following activities: reviewing records against CALEA standards; ride alongs with officers; interviewing residents, business owners, clergy, and police officers; and a public hearing session, called a call-in, which is publicized with advance notice where anyone can call into a number to express their thoughts on the policing function in the city. After the site visit, City of Albemarle police representatives come to the next scheduled CALEA hearing and at that time will learn their accreditation status.

The Mayor and Council thanked Mr. Barnhart for his presentation.

Boy Scouts of America Troop 191 sponsored by Central United Methodist Church

Scouts in this troop are working on their Citizenship in the Community and Communications badges. Each Scout came to the podium to introduce himself and to answer questions from the Mayor and City Council.

The Mayor and Council thanked the scouts for their participation in the meeting and wished them well.

Recycling Participation & Market Trend Updates

Ms. Marilyn Wells with Waste Management presented an update on the current state of local and regional market trends in the recycling industry and an informational packet on do's and don'ts for recycling in the City of Albemarle. Ms. Wells took questions from City Council and the Mayor on the City's recycling program.

Does Waste Management accept glass in recycle containers? Yes they still do. Is this "do's and don'ts" of recycling on the City's website? Yes it is. The City Manager added that periodically the City will send a social media blast about what can and cannot be recycled to remind residents. How does Waste Management handle households who repeatedly place contaminated or incorrect items in recycling? Those households receive tags from WM, or the driver attempts to speak with someone in the household while on his/her run. The City also supports WM in messaging correct recycling practices.

The Mayor and Council thanked Ms. Wells for her presentation.

Stanly County Schools School Resource Officer (SRO) Grant

Ms. Beverly Pennington with the Stanly County Schools debriefed Council about a new School Resource Officer (SRO) position to staff the two elementary schools and requested that Council consider contributing to the cost of that position over a two year period. Stanly County Schools applied for and received a grant that would pay two-thirds of an additional SRO for elementary schools for two years, or \$33,333 per year. One-third of the SRO's position would be split 50/50 between Stanly County Schools and the City of Albemarle. The salary of the new SRO would be estimated at around \$50,000 per year, and so the portions of County/City contributions would be figured from that amount.

Since we are most of the way through the current school year, Stanly County Schools would fund the entire cost of the County/City portion of the position for 2019-2020, which is \$16,667. This would fund the salary of the new SRO for the last months of the school year, as well as training and uniform costs. A Councilmember asked whether a vehicle purchase for use by SROs could be allowable with that funding. Ms. Pennington said it would be an allowable use of funds. For the 2020-2021 school year the City would contribute 50% of a third of the total cost of the SRO which would be \$8,333.50.

After the expiration of the 2 years of funding, the cost would move to the standard relationship between the School System and the City with each paying 50% of the overall cost of salaries and benefits for the SRO position, unless additional grant money is received.

Upon a motion by Councilmember Bramlett, seconded by Councilmember Lowder, unanimously carried, Council approved appropriations for the new SRO position for Years 2 and 3 of the grant period.

The Mayor and Council thanked Ms. Pennington for her presentation.

UNANNOUNCED DELEGATIONS

Ms. Sandy Selvy-Mullis, the new President of the Stanly County Chamber of Commerce came forward to introduce herself to the Mayor and Council and inform them of upcoming Chamber of Commerce events. A Councilmember asked where the Chamber of Commerce is now located. They share a suite at Stanly Commons with the Stanly County Economic Development Commission in Albemarle.

The Mayor and Council thanked Ms. Selvy-Mullis for coming to the meeting tonight.

ADMINISTRATIVE REPORTS

Status of Various City Development Projects

A request was made by Councilmember Hughes to provide an update on a series of renovation or construction projects in the City. The Clerk/Assistant to the City Manager Cindy Stone presented the update to the Mayor and Council. The projects for which an update is being provided include:

1. Pfeiffer University Center for Health and Sciences Building: Per Stokes Construction (the contractor), the estimated time of completion is August, 2020.
2. Reserve Apartments: The Reserve Apartments Preliminary Plan was approved by Council on October 2nd, 2017. The project was officially submitted for plan review in late 2018 and was approved for construction on October 9th, 2018. The contractor pulled the building permits on January 25th, 2019. The project is 100% complete and received Certificate of Occupancy on December 6th, 2019.
3. Atrium Health Stanly 3rd and 4th floor renovations: The 4th floor renovation complete as of January 2020; 3rd floor patients have been moved to 4th floor. The 3rd floor renovation just started. The estimated completion is spring 2021.
4. City of Albemarle new Police Department building: It is scheduled for completion in March 2020 but per the Mayor it is more likely that it will be done in April. The department expects to move in summer 2020 due to the reaccreditation process ongoing currently and the need to finish the interior once construction is complete (i.e., creating evidence rooms and moving in furniture).
5. New EMS base at Hilco and Barnard Street: As of February 2020 the foundation is set, steel girders are up, and contractors currently are working on brickwork. The current "guesstimate" for completion is August/September 2020 (subject to weather delays). A question was asked about whether there was

any upcoming road work being done in that area and whether that would impact traffic flow during final phases of construction. Due to the widening of 24/27 there will be road work ongoing there, however that work will not begin until after the new EMS base is constructed.

6. Local Walmart renovations: Per Adam, the manager on duty on February 12, 2020, renovations are confirmed to be complete at the Albemarle store.

7. GHAutism Morrow Valley project: Construction began in September, 2019. The anticipated Opening is scheduled for May – July, 2020.

Update on Minimum Housing Code Issues

110 Park Ridge:

This property has been an ongoing nuisance property issue but has not met the State threshold for demolition by the City. Battalion Chief Kendall has been working on this project for some time and we now have the consent of the property owner to remove the property via a burn. The State has changed the process on how we apply for the required permits to burn structures and the process takes a little longer now than it did previously. We received our NESHAP (National Emission Standards for Hazardous Air Pollutants) number last week. Now that we have this number, we can apply for the Air Quality Permits through DENR. Our expected date for burning this structure is the second week of April, 2020.

443 Colston Street:

In May we added 443 Colston to the list of properties to be demolished. We already had several other properties in the process so this property has not moved forward yet. Our goal is to add it to the next round. Should we get someone to handle these cases full time we would hope to see an increase in the number we do each year, as the budget allows.

Update Regarding the Public Housing 5-Year Agency Plan and Capital Fund Program

Interim Public Housing Director Garry Lewis presented an update on the Public Housing 5-Year agency plan and capital fund program. The US Department of Housing and Urban Development (HUD) requires the Public Housing Department to submit a Five-Year Plan, once every 5th fiscal year. This allows the department to update its policies and also submit a Capital Fund plan. The department's new Five-Year Plan (2020-2024), has been developed with the help of public housing consultant, Bart Lewis with NFC. At this time, the 2020-2024 Five-Year Plan is being provided for Council's information. A public hearing is required prior to City Council approval of the updated plan. After the public hearing, the 5-Year Plan will be presented at a future City Council meeting for Council's approval.

At tonight's City Council meeting, Council will be approving budget ordinances for 2019 and 2020 Public Housing Capital Funds awarded by HUD.

A question was raised about the door project, its scope, and the cost. The Assistant City Manager noted that this item will be brought up and discussed later in the meeting. When the cost of refurbishing the doors versus replacing them was reviewed, the cost came out about the same, so a decision was made to replace the doors in both public housing buildings.

Mayor Pro Tempore Hall raised an unrelated issue. She asked if staff were aware of any HUD-driven anti-smoking/anti-vaping rules for public housing units. Staff said that they would research the question and follow up with Council.

MUNICIPAL CALENDAR

The Mayor noted that the City's updated municipal calendar was in Councilmembers' packets and asked if they had any questions or edits.

CONSENT AGENDA

Ordinance 20-07 – To Establish the 2019 Capital Funds Budget for the Department of Public Housing

This ordinance establishes the 2019 Capital Funds Budget for Public Housing.

Ordinance 20-08 – To Establish the 2020 Capital Funds Budget for the Department of Public Housing

This ordinance establishes the 2020 Capital Funds Budget for Public Housing.

Upon a motion by Councilmember Aldridge, seconded by Councilmember Townsend, unanimously carried, the City Council approved both ordinances.

[Ordinance 20-07 – To establish the 2019 Capital Funds Budget for the Department of Public Housing]

[Ordinance 20-08 - To establish the 2020 Capital Funds Budget for the Department of Public Housing]

NEW BUSINESS

Consider Awarding Bid for Public Housing Exterior/Interior Door Replacement

Mr. Wayne Stogner of Stogner Architecture presented the update to Council. During Public Housing's 2018 HUD Real Estate Assessment Center (REAC) inspection, deficiencies were identified with the exterior and interior doors at Elizabeth Heights and Amhurst Gardens apartments. It was determined that the doors need to be replaced. Council was provided with a presentation on April 1, 2019 that included information regarding these deficiencies and plans for remedy. Council has received several updates on the door project throughout 2019-2020.

Public Housing receives funds from HUD each year specifically designated for capital improvements. The department's available capital funds total \$1,697,408.81. These funds will be used for the door project and other capital needs.

Bids for the door project were received on February 20, 2020. The lowest bid was from HEMCO Properties at \$1,361,217.00. Mr. Stogner recommended awarding the bid to HEMCO.

One question raised was the time involved in getting this project done. Council approved this in 2019, so it is normal for this type of project to take this long? A reason for the longer timeframe of the project could be that the market is flooded right now with jobs and contractors are busy. Getting on a contractor's schedule is an issue. Also, the type of door to be installed is not a typical product, and so availability of the doors is another issue.

A final question raised asked about the disposition of the doors to be taken out. The Mayor stated that the Council would be the body to weigh in.

Upon a motion by Councilmember Bramlett, seconded by Councilmember Hall, unanimously carried, the City Council approved awarding the bid to HEMCO Properties for the Public Housing Exterior/Interior Door Replacement project.

CERTIFIED RE-BID TABULATION

Date: FEBRUARY 20, 2020
Time: 3:30PM

CITY OF ALBEMARLE, DEPARTMENT OF PUBLIC HOUSING
ALBEMARLE, NC
EXTERIOR/INTERIOR DOOR REPLACEMENT, PROJECT NC 75-1, SITES A&B
CITY OF ALBEMARLE, CITY HALL, 144 N. SECOND ST, ALBEMARLE, NC 28807 IN THE RAYMOND I. ALLEN COMMUNITY ROOM #118
CITY OF ALBEMARLE BID NUMBER 2020-02 RE-BID
COMMISSION #4515

BIDDER NAME & ADDRESS	LICENSE NO.#	HUD \$10A	BID SEC	CON QUAL STA.	HUB AFF ABB OR C	IT VER REQ	NON COLL AFF	RFP#	TOTAL BASE BID	DEDUCT / ADD / NO CHANGE ALTERNATE 1 SITE A ONLY REPAIR INT. SOLID CORE WOOD DOORS	DEDUCT ALTERNATE 2 SITE A ONLY REUSE EXISTING DOOR HINGES	DEDUCT / ADD / NO CHANGE ALTERNATE 3 SITE B ONLY REPAIR INT. STORAGE RM DOORS & CLOSET DOORS	DEDUCT ALTERNATE 4 SITE B ONLY REUSE EXISTING DOOR HINGES	DEDUCT ALTERNATE 5 SITE A ONLY OMIT ALL INT. DOORS SITE A ONLY	DEDUCT / ADD / NO CHANGE ALTERNATE 6 ALT. DEADBOLT MANUFACTURER	DEDUCT / ADD / NO CHANGE ALTERNATE 7 ALT. ENTRY DOOR & FRAME SYSTEM	TOTAL OF UNIT PRICES A-C	ADM 001	ADM 002	ADM 003	ADM 004	ADM 005	CLA 001
HEMCO ALBEMARLE, NC	#79178	✓	✓	✓	✓	✓	✓	✓	\$ 1,361,217.00	NO CHANGE	N/A	NO CHANGE	N/A	\$ (77,777.00)	NO CHANGE	NO CHANGE	\$ 4,800.00	✓	✓	✓	✓	✓	✓
MILES MCCLELLAN CHARLOTTE, NC	#63158	✓	✓	✓	✓	✓	✓	✓	\$ 1,890,550.00	\$ (30,000.00)	\$ (3,000.00)	\$ (145,000.00)	\$ (20,000.00)	\$ (95,000.00)	NO CHANGE	NO CHANGE	\$ 5,850.00	✓	✓	✓	✓	✓	✓
CENTRAL BUILDERS, INC. ROCKY MOUNT, NC	#3680	✓	✓	✓	✓	✓	✓	✓	\$ 2,035,301.00	\$ 12,994.00	\$ (2,185.00)	\$ 160,610.00	\$ (2,878.00)	\$ (177,177.00)	NO CHANGE	NO CHANGE	\$ 7,540.00	✓	✓	✓	✓	✓	✓

STOGNER ARCHITECTURE, P.A.
616 E. Broad Avenue
Rockingham, North Carolina

I hereby certify that the tabulation of bids shown hereon was prepared by me on this date and that all information shown hereon is true, correct and complete to the best of my knowledge.

Wayne Stogner
Name: Wayne Stogner Date: 2-21-2020

The Mayor asked for Council to call a motion for the authorization of consideration of final door disposition to be vested with the City Manager. Upon a motion by Councilmember Aldridge, seconded by Councilmember Townsend, unanimously carried, Council authorized the City Manager to consider the disposition of the used doors that are being replaced as part of this project.

Resolution 20-01 for Financing with First Citizens for Public Works Equipment Purchase

At the last meeting the City Council approved the First Citizens Bank bid for financing of Public Works equipment. This Resolution sets forth that award.

Upon a motion by Councilmember Aldridge, seconded by Councilmember Whitley, unanimously carried, the City Council approved the resolution.

[Resolution 20-01 – for Financing with First Citizens]

Albemarle Business Center Infrastructure Construction

The City Council has requested various options to evaluate how to move forward with the development of the Albemarle Business Center. Four options were submitted to Council prior to the meeting, each with a summary sheet, site layout and more detailed financial information. Economic Development Director Mark Donham presented the option packet to Council and took questions.

Discussion among City Council, the Mayor, and Economic Development Director Mark Donham revolved around the following comments:

- Staff recommends that whatever the option Council decides to use, the more complete the site is in terms of infrastructure, the more successful the site will be in attracting business.
- Whether the costs in the options represented what the City would have to pay. The engineering firm inserted cost estimates based on what they would need to manage all of the contracted work rather than what the cost would be if the City sourced the materials and did some of the work. The City Manager noted that the biggest cost for the General Fund would be road development. In the FY2020-21 budget scenarios that First Tryon developed, \$5 million for road development for the ABC was “turned on” (factored in). However, there are three other funds that the City could use to bankroll road development.
- This is only the first small step in a step-wise process which could take up to nine months to get to the point of Council approving a bid for infrastructure work on the ABC parcel.
- The RPO will submit its list of suggested road projects to NCDOT and roadwork for the ABC is on this list.
- Concerns about tying up City funds on this project which could be used for other ongoing City development projects and the possibility of having to raise City taxes to help finance this project.

Upon a motion by Councilmember Hall, seconded by Councilmember Aldridge, and carried with five votes for and two votes against, the City Council approved Staff to request a more detailed budget for Option 4 from Chambers Engineering with no alternate options provided. Those voting in favor of the motion were Councilmembers Hall, Hughes, Aldridge, Lowder, and Whitley. Voting against the motion were Councilmembers Bramlett and Townsend.

COMMENTS

The Mayor asked if Council members had any comments they would like to make. The following Council members provided remarks:

Councilmember Bramlett:

- A thanks went out to Parks and Recreation and the Albemarle Neighborhood Theater for hosting the February 25th “Moonshine and Fast Cars” lecture by Dr. Daniel Pierce from UNC Asheville. It was a fantastic event.

Councilmember (Mayor Pro Tem) Hall:

- Reminder: the Albemarle Neighborhood Theater will be hosting a professional magician on April 4th.
- This past weekend’s Winter Wine Festival was a huge success. Thanks to all of the volunteers who worked to make the event successful.
- Last Thursday’s After-Hours Business Mixer hosted by the ADDC at 4 Rivers was well done. This company has done a great job of renovating that building for its needs.
- There are a lot of job openings for the City right now. If anyone knows of someone who would be a good fit for any of the positions encourage them to apply.
- Council should look at the sample performance evaluation forms for the City Manager and City Attorney that Human Resources sent to them.

Upon a motion by Councilmember Hughes, seconded by Councilmember Lowder, unanimously carried, the meeting was adjourned to Tuesday, March 3, 2020 at 6:00 p.m. in the Ray Allen Community Room for a parking plan meeting.

The next regular City Council meeting will be held at 7:00 p.m. on Monday, March 16, 2020 in City Council Chambers.

Print

Title – Consider Major Subdivision 20-01 on Sunset and Cherry Streets

Description:

MJSR-01 is a 4 lot, major subdivision of the 1.14 acre tax parcel # 18378. The original house on Cherry St. is to remain on a smaller lot. The subdivision also recombines (moves) the lot lines between lots 2, 3, and 4 with a 5th lot. This was done to fix an issue with the location of an old shed on the 5th lot.

This request was unanimously approved by the Planning and Zoning Board.

Is this item budgeted?

Not Applicable

Fiscal Impact:

Management Recommendation:

Planning and Zoning Board considered the plat at its March 5, 2020 meeting. They found the subdivision to meet requirements in City ordinance and recommended approval to Council, by 9-0 vote.

ATTACHMENTS:

Name:	Description:
<input type="checkbox"/> MJSR-20-01.pdf	MJSR-20-01

APPROVALS:

Date/Time:	Approval:	Department:	
3/11/2020 1:46 PM	Approved	City Clerk	
3/11/2020 1:47 PM	Approved	Administration	

Sunset Av MJSR 20-01 Cherry St 4 Lot Major Subdivision

Existing Conditions: (Map Attached). The parcel is situated at the corner of Sunset Avenue and Cherry St and is currently calculated to be 1.14 acres or 47,524 square feet. The parcel is currently zoned R-8, Two-Family Residential District and is surrounded by the same. Just to the immediate north, there are parcels zoned GHBD, General Highway Business District. Inside the parcel is an existing single family residence with a nonconforming front yard setback of roughly 25'. The minimum requirement for new structures is a 35' front yard setback.

Lot Size Requirements: When subdividing, the following minimum lot sizes and setbacks must be met.

Districts	Minimum Lot Size		Minimum Yard Requirements			Maximum height in feet
	Square feet per dwelling unit	Lot width in feet	Front yard setback	Side yard in feet	Rear lot in feet	
R-8 Residential						
Single-Family	8000	70	35	10(a)	25	35
Two-Family	6000	80	35	10(a)	25	35

Proposal: The applicant reached out to staff to potentially subdivide this parcel into (4) developable lots. There are (5) lots on this plat, however, Lot 5 is an existing lot by itself but will be experiencing a minor lot line adjustment to the eastern lot line. The submitted plat is proposing (4) **new** developable lots, one of which already has an existing single family structure on it. The existing structure with a non-conforming front yard setback is permitted to exist and remain given that no **new** subdivision lines create or intensify a non-conformity.

Lot 1: .222 acres/9,670 square feet. Lot Width: 95.56'

Lot 2: .382 acres/16,640 square feet. Lot Width at Building Line: 131.55'. Lot Width at Road: 35'

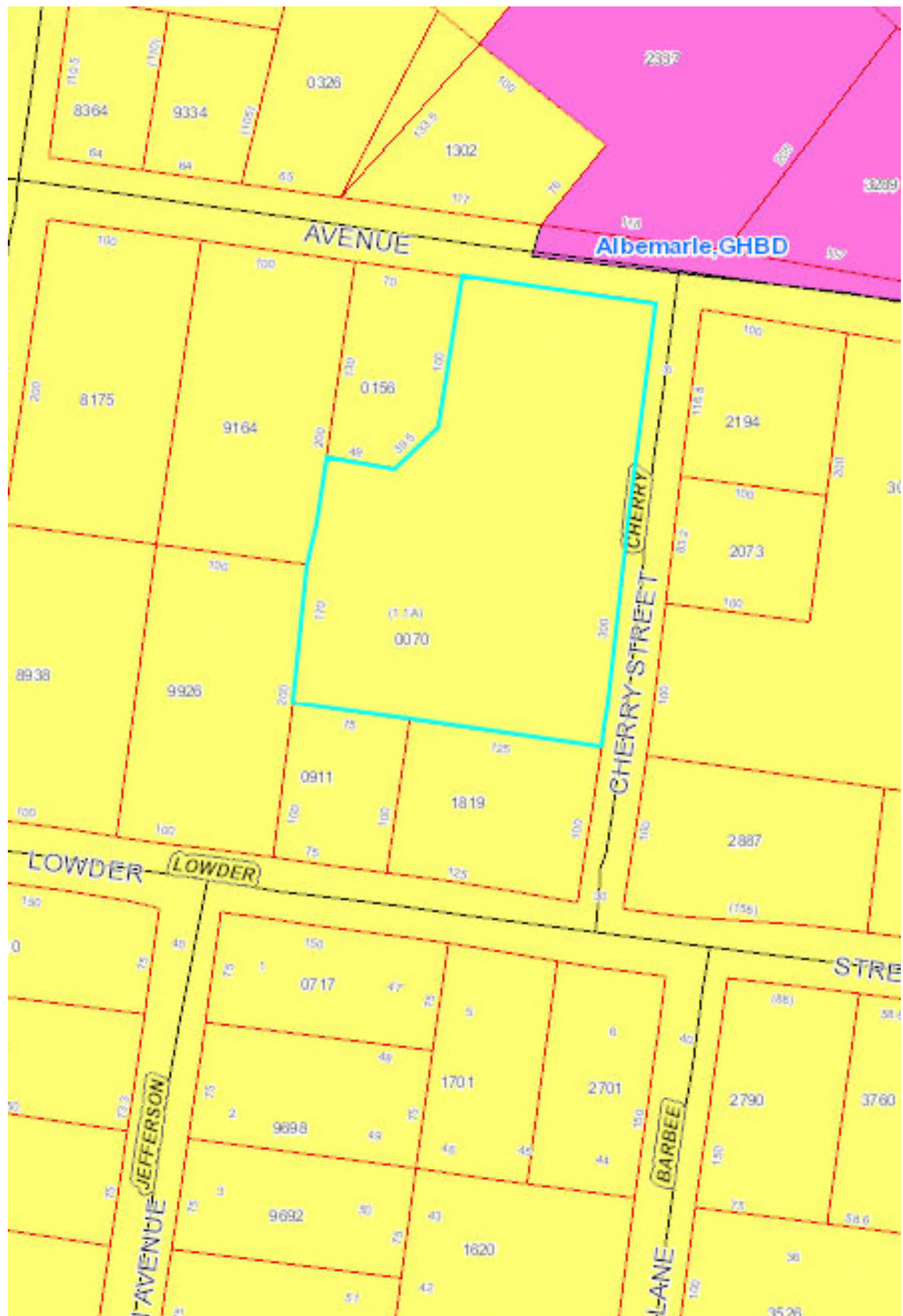
Lot 3: .244 acres/10,629 square feet. Lot Width: 84.16'

Lot 4: .243 acres/10,585 square feet. Lot Width: 84.29' & 125.99'

Based on this proposal of lot sizes, lots 1, 3 and 4 can only be permitted for single family homes. Lot 2 can be permitted for a two-family residence **or** a single family residence.

Required Improvements: Upon permitting any development on these parcels, the applicant or builder will be required to construct a 5' sidewalk in the public right of way that spans the road frontage of the lots to be developed. The applicant or builder will also have the option to pay a fee in lieu of having to construct the sidewalk.







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Albemarle, NC 28002-0190

CITY OF ALBEMARLE APPLICATION FOR SUBDIVISION REVIEW

PROJECT INFORMATION

Subdivision Project #: MJSR 20-01 Application Date: 2-12-2020

Subdivision, Property Name, Address, Etc.: Property of Ronald Ray Morton and Wife
Frances H. Morton, 211 Cherry St.

Original/Parent Property Stanly County Tax ID: PIN 653802850070

Current Property Owner's Name: Ronald Ray Morton and wife Frances H. Morton

Applicants Name (if different): David L. Haywood, Jr. (Concord Engineering)

Mailing Address: 45 Spring St. SW, Concord North Carolina 28025

Phone #: 704-78-5404 Email: davidhaywood@cesicgs.com

Type of subdivision or legal change to property and administrative fee (please check one):

Exempt Subdivision 1-3 Lot "Minor" Subdivision 4+ Lot "Major" Subdivision
"EXSR" (\$100) "MNSR" (\$100) "MJSR" (\$100 + \$5 per lot over 3)

Please provide a brief description of the proposed subdivision or legal change to property:

This is a Division of PIN 653802850070 into 4 lots

I, the undersigned owner or authorized representative, hereby submit this application with the attached information required by the subdivision administrator in accordance with City Ordinance. I have the legal authority to request this action be taken. I understand that sale or transfer of any land referencing this or any other plat prior to formal approval is considered a Class 1 misdemeanor. The information and documents provided are complete and accurate to the best of my knowledge.

2/11/19
DATE

SIGNATURE OF APPLICANT

TO BE COMPLETED BY THE SUBDIVISION ADMINISTRATOR

REQUIREMENTS:

Sketch Plan Submittal (optional): Date: _____

Notes: Submitted as a minor. Comments for revision:
Submittal as major and include all requested information
for major submittal.

Preliminary Plat Submittal (for all Major subdivisions): Date: 2-12-2020

Location of existing and platted property lines, streets, buildings, watercourses, railroads, transmission lines, sewers, bridges, culverts, and drainpipes, water mains, city limit lines, and any public utility easements.

Boundaries of tract shown with bearings, distances, and closures.

Delineation of wooded areas, marshes, and any other physical or environmental condition present on or affecting the site.

Names of adjoining subdivision or property owners.

Zoning classification, if any, on the land to be subdivided and on adjoining lands.

N/A Proposed streets, street names, rights-of-way, pavement widths, approximate grades.

N/A The location (layout) of proposed utilities (sewer, water, gas, electricity) showing connections to existing systems or location plans for individual water supply, sewage disposal, storm drainage, and the like.

N/A Other proposed right-of-way or easements, location, widths, and purposes.

Proposed lot lines, lot and block number, and approximate dimensions.

Proposed minimum building setback lines.

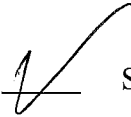
N/A Proposed parks, school sites, or other public open spaces, if any.

Title (Name of development), date, north point, and graphic scale.

Name of owner, surveyor, engineer, or land planner.

Sketch vicinity map showing relationship between subdivision and surrounding area.

N/A Statement of the existence of environmental conditions on site, including regulated wetlands, FEMA floodplains, regulated watersheds and others as applicable.



Site data included in chart.

- (1) Acreage in total tract.
- (2) Acreage in park or other land usage.
- (3) Average lot size.
- (4) Total number of lots.
- (5) Lineal feet in streets.

Notes: No new infrastructure proposed for this submittal.
Existing streets and utilities to be served.

RECOMMENDATIONS OF THE PLANNING BOARD (Major Subdivisions):

PUBLIC HEARING DATE (Major Subdivisions): _____

ACTION TAKEN BY CITY COUNCIL (Major Subdivisions): _____

 DATE: _____

Final Plat Submittal Date (First plat for Exempt-Minor Subdivision): _____

- _____ The lines and names of all streets and roads.
- _____ Lot lines and lot and block numbers.
- _____ Minimum building setback lines.
- _____ Reservations, easements, alleys, and any areas to be dedicated to public uses or sites for other than residential use with notes stating their purpose and any limitations.
- _____ Sufficient data to determine readily and reproduce on the ground the location, bearing, and length of every street line, lot line, boundary line (with errors of closure), block line, and building line, whether curved or straight, and including true north point. This should include the radius, central angle, point of tangent, tangent distance, and arcs and chords of all curved streets and curved streets and curved property lines.
- _____ All dimensions should be to the nearest 1/10 of a foot and angles to nearest minute.
- _____ Accurate location and description of all monuments and markers.
- _____ The names and locations of adjoining subdivisions and streets, and the location and ownership of adjoining subdivided property.
- _____ Title, date, name and location of subdivision, and graphic scale.
- _____ Name of subdivider, registered surveyor, engineer, or land planner.

_____ Utility layouts.

- (1) Water.
- (2) Gas.
- (3) Sanitary sewer.
- (4) Storm drainage.
- (5) Electrical lines.

_____ Forms for final certification. The following certificates as shown in Ordinance section 91.15 shall be lettered or rubber stamped on the final plat.

- (1) Certificate of approval by the Planning Board. (Major subdivisions)
- (2) Certificate of ownership and dedication.
- (3) Certificate of accuracy.
- (4) Insite septic tanks.
- (5) Certification of the approval of the installation and construction of streets, utilities, and other required improvements.
- (6) Certificate of approval for recording plan and acceptance of dedications.
- (7) Other certificates required by Subdivision Administrator _____

ACTION OF SUBDIVISION ADMINISTRATOR (Exempt/Minor subd):

Approved/Denied: _____

Signed: _____ Date: _____

NOTIFICATION OF ACTION SUBMITTED TO APPLICANT ON:

_____ Date: _____

ADDITIONAL NOTES: _____

Print

Title – Becky Weemhoff, Stanly County Senior Center - To Request an Additional Handicap Parking Space on North Third Street

Description:

Becky Weemhoff, Director of the Stanly County Senior Center, is requesting additional on-street handicap spaces. There are currently four spaces in front of the Senior Center on 3rd Street. Becky has spoken with Ross Holshouser, Public Works Director, regarding this request. The current handicap parking spaces can be realigned to potentially achieve at least one additional handicap space and a striped wheel chair access space at the current curb cut immediately outside the front door. Photos are attached.

The City is under no obligation to create on-street handicapped parking for any organization, as they are required by building code to provide the minimum required spaces in their parking lot. What we currently provide has been done to assist the Senior Center and their patrons. If City Council would like to accommodate the current request, the City Attorney will draft an Ordinance for your consideration at a future meeting to provide for the additional space.

Is this item budgeted?

Not Applicable

Fiscal Impact:

Management Recommendation:

<u>ATTACHMENTS:</u>	
Name:	Description:
<input type="checkbox"/> SCC_Handicap_Spaces_1.jpg	SCC Handicap Spaces 1
<input type="checkbox"/> SCC_Handicap_Spaces_2.jpg	SCC Handicap Spaces 2
<input type="checkbox"/> SCC_Handicap_Spaces_3.jpg	SCC Handicap Spaces 3

<u>APPROVALS:</u>			
Date/Time:	Approval:	Department:	
3/12/2020 10:34 AM	Approved	City Clerk	
3/12/2020 10:35 AM	Approved	Administration	



Stanly County
 Senior Services
 Department

Office Hours
 9:00am - 5:00pm
 Monday - Friday
 Activity Room: Every

283
 Stanly County
 Senior Services
 Department





County
Senior Services
Department

Office Hours
8:00am - 5:00pm
Monday - Friday
Assistive Device Vending





288
Stunly County
Senior Service
Department
Senior Center of Excellence

Handicap

Handicap

Handicap

Print

Title – Melissa Miranda, ElectriCities of NC and Dana Chaney, HR Director for City of Albemarle - To Discuss Staffing Needs and Challenges

Description:

Melissa Miranda, VP of HR for ElectriCities of NC, will present a "State of the State's Energy Workforce" highlighting trends and challenges specific to this work group.

Economic signals suggest the market for skilled workers will remain tight in 2020 as:

- The labor market is near full employment.
- The unemployment rate for many key roles is just 1 or 2 percent.
- Job openings remain at high levels.

That means 2020 presents even greater challenges for employers such as the City looking to retain skilled labor in order to provide high service levels to our citizens.

HR Director Dana Chaney will describe how the labor market is impacting the organization. This issue and the impact on our organization have been discussed at length with the City Manager. She'll present our recommended proposal to address these challenges in the immediate term as it relates to the Electric Division staff and the longer-term for all employees.

Is this item budgeted?

Yes

Fiscal Impact:

Proposed short-term compensation adjustments will be absorbed by the 2019/2020 Public Utilities budget. Budgeting efforts for the next fiscal year do include planning for a full compensation study and implementation of adjustments for at least 1/3 of the employee base.

Management Recommendation:

Provide a 7% increase effective April 1 for all employees in the City's electric division. Complete a compensation study for the City early in the next budget year and prepare to then address compensation challenges for those positions with the greatest recruiting and retention challenges. Compensation for all groups would be addressed over a three-year period.

ATTACHMENTS:

Name:	Description:
No Attachments Available	

APPROVALS:

Date/Time:	Approval:	Department:	
3/10/2020 5:14 PM	Approved	City Clerk	
3/10/2020 5:36 PM	Approved	Administration	

Print

Title – Update on Sanitary Sewer Rehabilitation, Phase 2

Description:

Adam Kiker, LKC Engineering, will provide Mayor and City Council an update on the progress to date of the Sanitary Sewer Rehabilitation, Phase 2 project which includes Contracts 1 and 2.

Is this item budgeted?

Yes

Fiscal Impact:

Management Recommendation:

<u>ATTACHMENTS:</u>	
Name:	Description:
No Attachments Available	

<u>APPROVALS:</u>			
Date/Time:	Approval:	Department:	
3/10/2020 3:49 PM	Approved	City Clerk	
3/10/2020 3:49 PM	Approved	Administration	

Print

Title – Change Order #3 for Contract 1 of Sanitary Sewer Rehabilitation Phase 2

Description:

Adam Kiker, LKC Engineering, will discuss proposed Change Order #3 for Contract 1 of Sanitary Sewer Rehabilitation Phase 2 project. This consists of the replacement of an 8" Gravity Sewer Aerial Crossing and associated appurtenances which enter and connect to the new 24" gravity sewer line behind Lentz's Auto on Hwy 52 North.

This is not part of the original contract. It is being proposed because it has been determined to be a need that must be addressed in the near future. Performing the work now will save on mobilization and other costs. Approximate cost estimate is \$70,000. There are funds available in the current project budget to perform this work.

Adam Kiker will make a presentation providing greater detail on the proposal.

Is this item budgeted?

Not Applicable

Fiscal Impact:

Management Recommendation:

ATTACHMENTS:

Name:	Description:
No Attachments Available	

APPROVALS:

Date/Time:	Approval:	Department:	
3/10/2020 4:04 PM	Approved	City Clerk	
3/10/2020 4:10 PM	Approved	Administration	

Print

Title – Update on Homicides

Description:

For the last ten years, the Albemarle Police Department has investigated eleven homicides in the City of Albemarle. Out of the eleven, five of those homicides were solved, and arrests were made in those cases. Six of the eleven are still open and awaiting additional evidence to continue forward with charges.

In each homicide, solved or unsolved, members of the Albemarle Police Department have reached out to the North Carolina State Bureau of Investigations for assistance and utilized the resources that were available at the time of the crime.

Is this item budgeted?

Not Applicable

Fiscal Impact:

Management Recommendation:

ATTACHMENTS:

Name:	Description:

APPROVALS:

Date/Time:	Approval:	Department:	
3/10/2020 5:37 PM	Approved	City Clerk	
3/12/2020 9:39 AM	Approved	Administration	

Print

Title – Departmental Monthly Reports

Description:

Attached are the monthly departmental reports for February, 2020.

Is this item budgeted?

Not Applicable

Fiscal Impact:

Management Recommendation:

ATTACHMENTS:

Name:	Description:
<input type="checkbox"/> ALL_DEPT_REPORTS_Feb_2020.pdf	ALL_Depts_Feb_2020_Monthly_Reports

APPROVALS:

Date/Time:	Approval:	Department:	



Prospects

- Continuing to work with a prospect proposing to develop an entertainment facility on the NC 24/27 Bypass to see if this concept can be developed in Albemarle. Contacted communities that have similar venues to obtain feedback.
- Assisted the County with a prospect regarding electrical service at the Prime Power Park.

Existing Business/Industry including newly attracted businesses and industries

- Working with three local industries on expansions. One is showing interest in the Albemarle Business Center.
- Have processed incentives for part of Enforge's expansion. They have met and exceeded the job requirements and 25% of the building and equipment requirements.
- Worked with ElectriCities and an existing industry regarding use of solar panels. ElectriCities met with the business and explained what was necessary to install the solar panels. The company understands what is needed to install the solar panels.
- Talked to A. L. Lowder about his redevelopment of the CIBA building on Kingsley Drive. He is making improvements to locate businesses there.
- Talked with Jimmy Harris about his building at 930 Old Charlotte Rd. He is renting spaces for storage.

Albemarle Business Center

- Planning with Chambers Engineering (CEPA) and Britt Burch to acquire right of way for the sewer outfall line. Also, met with CEPA to prepare documents requested by City Council.
- Attended Stanly COG meeting where Janet LaBar, CEO of the Charlotte Regional Business Alliance, discussed their strategies for economic development in our region. She indicated that our region has a high concentration of auto part manufacturers, like Enforge, and this industry sector will be growing. She stated that unless we have shovel ready sites and spec buildings, Albemarle has no opportunity to take advantage of this growth.

Downtown

- Continue working with Joy, Planning and Development, and others to assist several businesses looking to develop Downtown. Working with County and City staff and other organizations to find solutions. This includes finding sites and providing information so agreements can be made with property owners and work can begin up-fitting buildings.
- Working with developers of downtown buildings to ensure adequate housing for incoming students. Also contacting existing apartment owners about availability.

Pfeiffer University Health Sciences Center

Received feedback from a representative of the Pfeiffer Physician Assistant program. "Good Afternoon, On behalf of the Pfeiffer University Physician Assistant inaugural cohort, I would like to share with you some ideas regarding future businesses in downtown Albemarle. The overwhelming response was that students would most like to see a local brewery downtown with outdoor space. Students also suggested that affordable housing be made available. I have distributed this information to prospective businesses.

Personally, I believe we are sitting on a gem in regards to the city's architecture, location, and rich history! Instead of new, cookie-cutter construction, so much could be done to renovate the original buildings in order to preserve the city's unique aesthetic. I also hope that whatever businesses are decided upon be geared toward providing for the local resident's needs and interests. Instead of chain stores, local and innovative businesses would better support the overall well-being of the community and its future.

Thank you so much for considering our ideas and so graciously welcoming us to the city of Albemarle! We can't wait to move into the new Health Science Center and get involved with the community."

Other Activities

- Participated in a webinar sponsored by Electricities. They indicated that with the new US trade agreements, many manufactures are reshoring into the US to shorten their supply chain.
- Working with the Planning Department on accessing information to supply to prospects looking at Albemarle.
- Worked on budgets for Economic development including the Main Street program.

ADDC Director's Report: 3/9/20 February 2020 Activities

HGTV Submission: Started the month pulling together a submission for HGTV's Hometown Rescue with help of APD.

Property Owners: Upper Level Design - working with two property owners to submit design requests to the NC Main Street Program, who is offering assistance through the UNCG Department of Interior Architecture.

Events:

- **Winter Wine Festival:** Was a great success (see attached profit & loss report). A few small expenses will still need to be added as they come in, plus more income with the added sales from the Vac & Dash promotion (\$5 off advance tickets with registration for that morning's Leap Year Day Run. Attendance was just over 1,000.
- **Outdoorsman's Bonanza:** Spent a good bit of time after-hours to process the mail-in orders for tickets for the first two weeks of Feb., as well as much of January. Event is Sat. March 28th. Sold out tickets two days before early bird deadline of 2/14/20. Working with Bonanza committee chair Beth Plowman to coordinate day-of activities.
- **Farmer's Market:** Hosted annual meeting at Ag Center the evening of Feb. 13. Out of the 30 available 10x10 vendor spots, we have 22 of those spots filled for the season, with 3 of last year's vendors doubling their spaces from what they had last year. Opening day is Sat. April 4; will run through Oct. 31st.

ADDC Owned Properties:

Market Station:

- Hosted Wine Festival Feb. 28th; hosting Outdoorsman's Bonanza on March 28.
- Hosting two events in April in the form of an ADDC sponsorship: one in the Depot for the Arts Guild-workshop with Donna Dewberry (April 16-18); another in the market pavilion for Albemarle CrossFit competition 'To Hill and Back' (Sun. May 3).
- Rebranding project: There is a need to better market the facility to drive up rental revenue. I have contacted Heidi Ramseur Lee with Media Works, who has submitted a proposal to rebrand, including an update of the website, logo design, and photography.
- Hosting an open house at the Depot on opening day of Farmers Market (April 4th) from 9am-1pm; will lightly stage the space; working with local businesses (Tiffany's, Designed Memories Florist, Rental Center USA) and offering specials for those who visit the Open House and book a date through 2021.

Courthouse Square: Have not had time to research the leak in the fountain or a new clock repair service. Had a rental on Feb. 29th.

Committees' work:

ADDC-

Design: Set up a work date of April 18th to repaint library sculptures. Am coordinating this with library director Melanie Holles.

Setting up an evening to tour apartments in Salisbury with Downtown property owners to encourage development of upper floor spaces.

Economic Vitality: Hosted 1st quarter **#bedowntownbiz** at 4Rivers, where we presented a landscape grant and hosted a short presentation on 'Leveraging Local' (attached), followed by Lisa Kiser's presentation on the walking path installation. Attendance was around 25.

Promotions: Planning for Beach Blast, taking place Sat. May 2. Ongoing promotion of farmers market; brainstormed plan of work ideas for the 2020-21 fiscal year.

Organization: Brainstormed ideas for Plan of Work for 2020-21 Fiscal Year.

ADDC Board: added board member Edna Lipe-Harkey, to join in March. Half-day board retreat is scheduled for the morning of April 2 in the Depot at Market Station.

COA-

Downtown Vitality Committee: Proceeding with plans for walking paths; discussing proposals to add more parking; Arnett & Muldrow have been selected to implement wayfinding signage-will join them in a teleconference on March 31st.

Special Events Committee: Met with city's Special Events Committee on Feb. 19th; reviewed survey results on the types of events the public would like to see happen in the city, as well as where they get their information on events, and what current events they attend. Will meet again March 18th to begin planning of holiday events.

CITY OF ALBEMARLE

Financial Analysis

February 2020

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	17,422,726	11,794,341	67.7%	10,656,821	61.2%	1,137,520	6.5%
Powell Bill	613,900	516,033	84.1%	189,351	30.8%	326,682	53.2%
Water & Sewer	10,681,069	6,900,203	64.6%	5,987,987	56.1%	912,216	8.5%
Electric	32,584,146	25,415,776	78.0%	20,188,406	62.0%	5,227,370	16.0%
Landfill	2,978,500	2,062,474	69.2%	2,000,223	67.2%	62,251	2.1%
Public Housing	1,480,475	910,221	61.5%	895,667	60.5%	14,554	1.0%
Section 8	1,519,500	968,368	63.7%	943,601	62.1%	24,767	1.6%
Self Insurance Fund	3,599,300	1,983,651	55.1%	2,021,473	56.2%	(37,821)	-1.1%
Total	70,879,616	50,551,068	71.3%	42,883,529	60.5%	7,667,539	10.8%

***Note:** February is the 8th month of the fiscal year, and equates to 66.67% 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 37,818,299

Investment Earnings

Budget	
Appropriation	301,300
YTD Earnings	259,134
Percentage Collected	86.0%

Tax Levy

	1/31/2020	MSD
2018 Tax Levy	6,575,297	45,541
YTD Collections	6,133,313	42,596
Percentage Collected	93.28%	93.53%

Utility Revenue/ Billing	27,394,344
Utility Bad Debt Expense	11,280
Percentage of bad debt	0.041%

Debt set off fiscal year to date **\$17,029**

Albemarle Fire Department

Albemarle, NC

This report was generated on 3/5/2020 9:50:31 AM



Incident Statistics

YTD Budget Information:

Start Date: 02/01/2020 | End Date: 02/29/2020 Beginning: \$4,038,253 Available: \$1,704,491 Percent Used: 57.8%

INCIDENT COUNT			
INCIDENT TYPE		# INCIDENTS	
EMS		164	
FIRE		61	
TOTAL		225	
TOTAL TRANSPORTS (N2 and N3)			
APPARATUS	# of APPARATUS TRANSPORTS	# of PATIENT TRANSPORTS	TOTAL # of PATIENT CONTACTS
TOTAL			
PRE-INCIDENT VALUE		LOSSES	
\$1,677,751.00		\$820,083.00	
CO CHECKS			
736 - CO detector activation due to malfunction		1	
TOTAL		1	
MUTUAL AID			
Aid Type		Total	
Aid Given		4	
Aid Received		5	
OVERLAPPING CALLS			
# OVERLAPPING		% OVERLAPPING	
48		21.33	
LIGHTS AND SIREN - AVERAGE RESPONSE TIME (Dispatch to Arrival)			
Station	EMS	FIRE	
Albemarle Fire Station 11	0:04:02	0:03:33	
Albemarle Fire Station 12	0:04:22	0:04:33	
Albemarle Fire Station 13	0:04:12	0:06:05	
AVERAGE FOR ALL CALLS		0:04:12	
LIGHTS AND SIREN - AVERAGE TURNOUT TIME (Dispatch to Enroute)			
Station	EMS	FIRE	
Albemarle Fire Station 11	0:01:22	0:00:57	
Albemarle Fire Station 12	0:01:20	0:01:21	
Albemarle Fire Station 13	0:00:58	0:01:46	
AVERAGE FOR ALL CALLS		0:01:18	
AGENCY		AVERAGE TIME ON SCENE (MM:SS)	
Albemarle Fire Department		43:29	

Only Reviewed Incidents included. CO Checks only includes Incident Types: 424, 736 and 734. # Apparatus Transports = # of incidents where apparatus transported. # Patient Transports = # of PCR with disposition "Treated, Transported by EMS". # Patient Contacts = # of PCR contacted by apparatus. This report now returns both NEMSIS 2 & 3 data as appropriate.

HUMAN RESOURCES DEPARTMENT

Monthly Activity Report
Feb 2020

Job Postings/Applications Rec'd

	Job	Closing Date	Apps
1	Asst PU Director	Open	26
2	Concrete Finisher/Mason	Open	4
3	Electric Dist Sys Supt	3/18	4
4	Landfill Maint Worker	3/23	11
5	Landfill Oper Crew Lead	3/23	1
6	Lifeguard	4/16	0
7	Outdoor Rec Asst	4/16	0
8	Police Officer I	Open	20
9	Summer Camp Counselor	4/16	0
10	Utility Maint Operator	3/16	0
	Total		66

New Hires

	Name	Position	Dept	Status	Date
1	Britt Burch	City Attorney	Adm	FT	2/3
2	Colby Landreth	Treatment Plant Operator I	PU	FT	2/10
3	Alex Swaringen	Equipment Operator I	PW	FT	2/3

Job Changes

	Name	Position	Dept	Status	Date
1	Kaycie Henson	Police Records Specialist to Evidence Custodian	PD	FT	2/9

Terminations

	Name	Position	Dept	Status	Date
1	Larry Davis	P&R Maintenance Supt	P&R	FR	1/30

Payroll Summary

Full-Time - 262
 Part-Time Regular - 6
 Part-Time Temp - 12
 Elected - 8
 Appointed - 10
TOTAL – 298

Personnel Actions Processed – 20**Benefit Summary**

<i>Program</i>	<i># of Participants</i>	<i>% FT Emp Participation</i>
<u>BCBS Group Medical Insurance</u>		
Active Employees	265	100%
Council Members	4	
Retirees	40	
Separation Allowance	11	
Guardian Dental Insurance	198	77%
CEC Vision	157	58%
<u>401K</u>	168	65%
<u>Deferred Comp Plan (457)</u>	89	34%
Lincoln (Term Life Insurance)	272	100%
Credit Union	30	11%
<u>Colonial Insurance (Optional)</u>		
Pre-tax	153	56%
Post-tax	167	61%
<u>Flexible Benefits Management</u> <u>(Medical Reimbursement)</u>	46	17%
<u>(Dependent Care)</u>	1	
Legal Shield	6	3%

Safety Statistics – 2 employee incidents reported in February.

Department	Safety Inspections Completed	Safety Committee Reports
Public Utilities	5	2
Public Works	4	5
Fire Dept.	3	3
Police Dept.	5	5

Item of Note:

- 1) The **City shared a Request for Proposal (RFP) for comprehensive Benefit Brokerage Services** to a group of potential Benefits Brokers on February 4. This was shared both with the City's existing two Brokers as well as with Brokers recommended by the League of Municipalities. A total of 9 companies responded to the RFP.

The following four companies have been chosen to participate in an interview process on March 18:

NFP (Existing Broker)

Custom Employee Benefits Solutions (Existing Broker)

OneDigital Health and Benefits

Pierce Group

The interview team will consist of:

- City Manager, Michael Ferris
 - HR Director, Dana Chaney
 - HR Analyst/Benefits Specialist, Leslie Kinley
 - Finance Director, Colleen Conroy,
 - Assistant Finance Director, Jacob Weavil
 - Management Team Representative, Lisa Kiser
 - Employee Action Group Representative, Giovanni Svette
- 2) Pending Council approval, a workshop will be held on Monday, April 27 at 6pm in the Ray Allen Community Room to review recommended revisions and updates to the Personnel Policy.

P | 704.984.9400
F | 704.984.9406



www.albemarlenc.gov
PO Box 190
144 North Second Street
Albemarle, NC 28002-0190

Information Systems Department

NO MONTHLY REPORT FOR FEBRUARY 2020

PROGRAM REPORT

Athletics	Classification	Participants **
Adult Basketball Games	PROG	396
Adult Basketball Spectators	PROG	1170
Little Hornets Practices	PROG	35
Little Hornets Games	PROG	140
Little Hornets Spectators	PROG	600
Junior Hornets Practices	PROG	1488
Junior Hornets Games	PROG	279
Junior Hornets Spectators	PROG	1400
Junior Hornets Tournament	PROG	1050
Pickle-ball freeplay (Niven)	PROG	60
Pickle-ball freeplay (EEWC)	PROG	30
Special Programs		
Tora Ha Kempo Karate	PROG	202
Baseball Sign Up at Friendly Chevrolet	PROG	15
Cheerleading	PROG	142
Senior Nutrition	BLDG	532
After School Program	PROG	80
Motown Concert - ANT	PERF	260
Historical Society Lecture - ANT	PROG	157
Meetings		
Stanly County Sports Hall of Fame	BLDG	5
Community Groups		
Silver Fox Exercise (32)	BLDG	444
DASH Program (2)	BLDG	20
Kingville Alumni (1)	BLDG	25
Senior Card Club (4)	BLDG	60
Kids at Work (4)	BLDG	20
Bingo (4)	BLDG	60
SCC Meeting/Classes	BLDG	4
Stanly LIFT Program	BLDG	5
Director Meeting	BLDG	16
Stanly County CBI/TASC	BLDG	20
Mobile Food / Clothing Pantry	BLDG	400
Christian Ministry Food Drive	BLDG	300
Senior Valentine's Ball	BLDG	150
EE Waddell Center		
Walking Trail	PARK	200
Open Gym	BLDG	200
Weight Room	BLDG	400
After School	PROG	128
Rentals		
EEWC (9)	BLDG	805
Parks (0)	BLDG	0
Niven (3)	BLDG	110
PROG--TOTAL PROGRAM CONTACTS (Estimated turnstile numbers of citizens involved in P&R programs)		7380

BLDG--TOTAL BUILDING CONTACTS (Estimated turnstile numbers of center users not involved in programs: Meetings, Community Groups, Open Gym, etc.)		3576
PARK--TOTAL PARK CONTACTS (Estimated turnstile numbers of park users not involved in programs: Walkers, Fishing, Disc Golf, Non-reserved picnickers, etc.)		200
OTH--TOTAL OTHER (Off-site meetings, special events, other unclassified)		0
TOTAL		11,156

****Participation figures are computed on a "turnstile" basis. For example, if one participant takes part in 8 event meetings, he/she is counted 8 times..**

BUDGET REPORT:

Revenue: \$ 14,296.

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	\$ 5,011.	Regular Programs
Building Rentals	\$ 3,095.	Waddell and Niven Center Facility Rentals
Park Rentals	\$ 210.	Picnic Shelter and Athletic Field Rentals
Special Events	\$ 2,090.	
Contributions and Donations	\$ 2,740.	
Senior Games Sponsors	\$ 0.	Sponsorships
Tournament/Fundraising	\$ 618.	Flag Football tournament
Concessions	\$ 532.	
Admission Pools	\$ 0.	
CTC Rental	\$ 0	

Expenses: FY 2019-20

<u>(as of 3/9/2020)</u>	<u>Starting</u>	<u>Expended</u>	<u>Encumbered</u>	<u>Remaining</u>	<u>% Expended</u>
Recreation Budget	\$822,720	\$490,254.	\$7,675.	\$324,789.	60.5%
Parks Budget	\$1,076,728	\$609,521.	\$60,026.	\$403,379.	62.4%

Central Auditorium

<u>Rentals/Performances</u>	<u>Dates</u>	<u>Attendance</u>	<u>Revenue</u>
Legacy of Motown*	February 7	Music	\$2,953
Historic Society Presentation*	February 25	Lecture	
<u>Upcoming Rentals/Programs</u>	<u>Dates</u>	<u>Type of Performance</u>	
Bryan Saint – Magician/Illusionist*	April 4	Magic/Illusion	
LIFT Team Players	April 24 – 25	Play	
Stanly County Partnership for Children	April 26	Play	
Music on Main	May 2 - 3	Musical Concert	
Talent Company	May 4 – 10	Play	
Music on Main	May 15	Musical Concert	
Albemarle Academy of Dance	May 16-17, 30, June 6, 7	Dance Performance	
Stanly County Senior Center*	June 8	Musical Concert – Stanly Arts Council Grant	

* Albemarle Parks & Recreation sponsored program

Monthly Operational Costs

	December	January	February
<i>Rent</i>	\$1000.	\$1000.	\$1000.
<i>Utilities</i>	\$87	\$319.	282.
<i>Insurance</i>	\$11	\$11	\$11
<i>Total Operational Costs</i>	\$1098	\$1330	\$1293

Monthly Revenues

	December	January	February
<i>Revenue</i>	\$250	\$564.	\$2512

Expenses: FY 2019-20

(as of 3/9/2020)	<u>Starting</u>	<u>Expended</u>	<u>Encumbered</u>	<u>Remaining</u>	<u>% Expended</u>
Central Auditorium	\$30,660	\$15,118.	\$3750.	\$11,791	61.5%

PROJECT REPORTS:

Departmental Project Summary Reports



Project Name / Title:	Roger F. Snyder Greenway Project
Department / Division:	Parks and Recreation
Prepared By:	Lisa Kiser
Project Budget:	Varies by phase and scope
Anticipated Completion Date:	Ongoing

Project Description: Briefly describe the project and benefits.

Development of pedestrian paths that will connect parks, schools, downtown, and neighborhoods throughout Albemarle.

Project Status: Briefly describe the current status of the project.

Greenway Commission has recommended to wait on moving forward with northern trail construction until NSRR status is clear. COA staff from P&R, Admin, PW, and Planning are working to develop walking routes through downtown.

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

Working with Planning Department to identify parcels and easements where Greenway can be expanded. Downtown walking routes have been established. Gathering quotes for inset sidewalk markers as wayfinding and a kiosk for maps and information related to the new walking routes. Presentation to City Council about walking routes. Sidewalk medallions have been received. All sidewalk repairs and curb cuts have been installed. 80% of routes have been marked.

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

Build kiosk; prepare maps of routes; install sidewalk medallions; plan grand opening of walking routes.

Project Name / Title:	Don Montgomery Park Repairs
Department / Division:	Parks and Recreation
Prepared By:	Lisa Kiser
Project Budget:	\$500,000 (funding reimbursement from FEMA)
Anticipated Completion Date:	9/1/2020
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. AHS has began playing baseball at Don Montgomery Park.	
Upcoming Activities: Briefly describe the next significant activity, action, or decision to be made, regarding the project.	
Backstop netting; batting cages to be repaired/ordered	

Project Name / Title:	EE Waddell Center HVAC Installation
Department / Division:	Parks and Recreation
Prepared By:	Lisa Kiser
Project Budget:	\$100,000
Anticipated Completion Date:	6/15/2020
Project Description: Briefly describe the project and benefits.	
Install HVAC system at EE Waddell Center Gymnasium to provide climate control during the summer.	
Project Status: Briefly describe the current status of the project.	
Have met with mechanical engineering firm. Waiting on a proposal for a design build project. Engineering firm will work as a construction manager in charge. They will design the unit and bid out the build and installation of the unit.	
Recent Progress: Briefly describe recent progress or activities on project.	
Met with mechanical engineering firm. Waiting on proposal. Received proposal. Attorney is looking over contract. Held pre-design meeting with Miles-McClellan. Schematic design is completed. Full design plans have been submitted for review. Construction informal bids went out on 3/3/2020.	
Upcoming Activities: Briefly describe the next significant activity, action, or decision to be made, regarding the project.	

Project Name / Title:	EE Waddell Center Parking Lot Improvements
Department / Division:	Parks and Recreation
Prepared By:	Lisa Kiser
Project Budget:	\$50,000
Anticipated Completion Date:	6/1/2020
Project Description: Briefly describe the project and benefits.	
Improve parking lot by gymnasium at EE Waddell Center. Add additional parking off McLaughlin St at EE Waddell Center	
Project Status: Briefly describe the current status of the project.	
This project will be a partnerships between City of Albemarle and Stanly Community College. SCC Heavy Equipment Operator program will be performing the grading. Public Works will assist with paving.	
Recent Progress: Briefly describe recent progress or activities on project.	
Met with city staff and SCC staff on site. Have a site plan ready. MOU is signed by both Boards. SCC Heavy Equipment Operator program students will begin grading on 2/12/2020..	
Upcoming Activities: Briefly describe the next significant activity, action, or decision to be made, regarding the project.	
Begin grading area by gymnasium.	



ALBEMARLE PARKS &
RECREATION PRESENTS:

BRYAN SAINT MAGICIAN

SATURDAY, APRIL 4, 2020

ALBEMARLE NEIGHBORHOOD
THEATER

DOORS OPEN AT: 6:00 PM
PERFORMANCE BEGINS AT: 7:00 PM

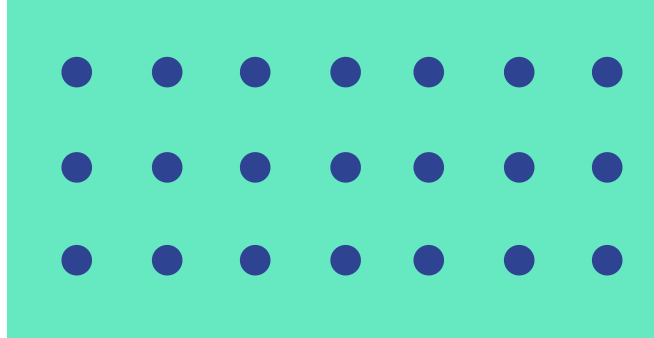
TICKETS: \$15 IN ADVANCE
\$ 20 AT THE DOOR

TICKETS CAN BE PURCHASED AT: NIVEN
CENTER, WADDELL CENTER, OR VAC &
DASH.

FOR INFORMATION: 704-984-9567

Enjoy an evening of magic and
illusions with Bryan Saint.
Bryan was a finalist on Penn
& Teller's Fool Us.

Concessions and a Cash Bar will
be available.



Planning and Development Services Monthly Report

February 2020

<u>Monthly Meetings</u>	<u>Dates Attended</u>
City Council	2/03/20, 2/17/20
Planning & Zoning Board	2/06/20
Historic Resources Commission	2/10/20
Development Review; Major Subdivision	2/4
Other: Census	2/20

<u>Permits</u>	<u>Number</u>	<u>Enforcement</u>	<u>Number</u>
Driveway	3	Min. Housing Initiated	6
Sign	8	Min. Housing Resolved	2
Coordination Forms	33	Min. Housing re-inspections	34
Power Transfers	1	Sign Violations	1
Addresses Assigned	9	Sign Removal in ROW	42
Zoning Verification	1	Nuisance Initiated	6
Floodplain	0	Nuisance Abated	8
COA	3	City Abatement	0
<u>Inquiries</u>	<u>Number</u>	Zoning Cases Initiated	2
Zoning	43	Zoning Cases Resolved	3
Development	28	Litigation	
Nuisance	8	<u>Development</u>	<u>Development</u>
Subdivision	14	Plans Submitted	3
Floodplain	6	Plans Approved	3
Watershed	5	Erosion Control Inspections	9
Historic District	15	Zoning Site Inspections	21
General Inquiries	26 (7 Addresses) (2 Animals)	Maps Created	5
Signs	16	Subdivision Review	3
Notes:	YTD Development Investment: Residential: \$114,200 Commercial: \$2,430,000 1 Site Improvement Approval		



POLICE



Downtown
ALBEMARLE

a part of it.

JM JOE MAUS



OFFICER OF THE MONTH

FEBRUARY 19, 2020

Adam Torres



High Honor Roll Breakfast

ALBEMARLE
MIDDLE
SCHOOL

FEBRUARY 14TH, 2020



Guest Speaker

Chief David Dulin,
Albemarle Police

73 Students achieved High Honor Roll for the current 9 weeks.





RICHFIELD ELEMENTARY SCHOOL

Health Education

FEBRUARY 26TH, 2020

Captain Hunt spoke to thrid graders about the danagers of drugs!



Richfield Elementary School

Yesterday at 4:29 PM • 🌐

We would like to thank Officer Hunt for being a guest speaker for third grade. He spoke about safety in many areas. We all have bright futures and want to live healthy and happy lifestyles! #RichfieldES





Liquids
Syringes
Needles



PROJECT LAZARUS

MEDICINE DROP-BOX
LOCATED AT THE
ALBEMARLE POLICE DEPT.



ALBEMARLE

NORTH CAROLINA

Water. Air. Land. Opportunity.

SAFE K:IDS

STANLY COUNTY

Month	2020	Total in Grams
Jan		6067
February		12127
March		
April		
May		
June		
July		
August		
September		
October		
November		
December		
Total YTD		18194



ALBEMARLE POLICE DEPARTMENT ACTIVITY REPORT

FEBRUARY 2020

		CURRENT MONTH	SAME MONTH LAST YEAR	LAST YEAR TO DATE	TOTAL YTD	LAST YEAR vs THIS YEAR
GENERAL	CALLS FOR SERVICE	1571	1389	2897	3231	11.53%
	BUSINESS CONTACTS / SURVEYS	183	187	351	382	8.83%
	NUMBER OF BUSINESSES FOUND UNLOCKED	8	6	7	9	28.57%
	HAZARDS REPORTED	19	1	2	19	850.00%
	COMMITMENTS	38	32	76	70	-7.89%
	ESCORTS	76	41	93	162	74.19%
	FUNERAL PROCESSIONS LED	8	14	32	35	9.38%
	ALARMS (10-46)	109	99	211	209	-0.95%
	EMS RESPONSES	150	178	335	331	-1.19%
	SPECIAL DETAILES / PROGRAMS	169	97	203	361	77.83%
	BUSINESS CHECKS / INSPECTIONS	539	791	1625	1274	-21.60%
	HOUSE CHECKS	86	14	55	233	323.64%
	DOMESTIC VIOLENCE RESPONSE (COUNT AS INITIAL DISPATCH ALSO)	9	13	24	35	45.83%
	MISCELLANEOUS...INCLUDING ALL OF THE ABOVE LISTING	551	638	1209	1146	-5.21%
HOURS	NUMBER OF INTOXILYZER EXAMINATIONS	7	3	3	9	200.00%
	TRAINING: HOURS IN CLASSROOM OR FIELD, INCLUDING TEACHING	852.8	713.1	1314.1	1057.3	-19.54%
	COURT: ON-DUTY AND/OR OFF-DUTY HOURS	60.0	50.0	88.3	106.5	20.68%
	SURVEILLANCE HOURS	6.0	17.0	79.0	10.0	-87.34%
CRIMINAL	INCIDENT REPORTS	287	258	540	579	7.22%
	FIELD INTERVIEWS / WITNESS STATEMENTS	419	56	116	785	576.72%
	CASE CONTACTS	147	144	275	315	14.55%
	WARRANTS ISSUED (COUNT TOTAL CHARGES MADE)	50	212	258	100	-61.24%
	FELONY ON VIEW ARRESTS	35	24	68	60	-11.76%
	FELONY WARRANTS SERVED	13	37	64	38	-40.63%
	MISDEMEANOR ON VIEW ARRESTS	77	72	175	167	-4.57%
	MISDEMEANOR WARRANTS SERVED	64	94	208	142	-31.73%
	ASSISTS ON ARRESTS	92	77	169	217	28.40%
	SUBPOENAS AND NOTICE OF HEARINGS SERVED	35	49	106	85	-19.81%
	AMOUNT OF STOLEN PROPERTY RECOVERED (DOLLARS)	\$2,396	\$5,984	\$10,867	\$6,908	-36.43%
	ORIGINAL JUVENILE INVESTIGATIONS	0	0	0	0	#DIV/0!
	JUVENILE CONTACTS	1	4	6	5	-16.67%
JUVENILE CASES CLOSED WITH NO PROSECUTION	0	0	0	0	#DIV/0!	
JUVENILE CASES CLOSED WITH PETITION	1	3	4	1	-75.00%	
SEIZURES	MARIJUANA (grams)	212.0	548.4	635.4	242.0	-61.91%
	COCAINE (grams)	10.0	194.5	257.5	70.0	-72.82%
	PILLS (DU)	17.0	199.0	206.0	56.0	-72.82%
	HEROIN	2.0	26.0	50.0	6.7	-86.60%
	METHAMPHETAMINE	5.5	*N/A	*N/A	20.5	#VALUE!
	OTHER DRUGS	0.0	210.4	250.7	3.0	-98.80%
	FIREARMS	21	3	8	32	300.00%
	MONEY	\$108,055	\$8,562	\$16,593	\$108,553	554.21%
	VEHICLES	1	6	9	1	-88.89%
SEARCHES	PERSONS	155	184	446	319	-28.48%
	VEHICLES	85	101	266	139	-47.74%
	STRUCTURES	49	27	45	76	68.89%
	K-9 USAGES	6	3	9	9	0.00%
TRAFFIC	TRAFFIC STOPS	253	310	821	485	-40.93%
	DRIVING WHILE IMPAIRED	7	4	7	14	100.00%
	SPEEDING	7	11	45	33	-26.67%
	SEATBELT VIOLATIONS	2	3	18	8	-55.56%
	CHILD RESTRAINT VIOLATIONS	0	3	6	1	-83.33%
	NOL AND DWLR	77	102	244	114	-53.28%
	RECKLESS DRIVING	4	*N/A	*N/A	4	#VALUE!
	ALL OTHER CITATIONS	131	215	558	260	-53.41%
	WARNING TICKETS ISSUED	5	24	35	12	-65.71%
	CHECKING STATIONS	3	7	9	6	-33.33%
	PARKING VIOLATIONS / CIVIL PENALTIES ISSUED	31	3	3	97	3133.33%
MOTOR VEHICLE ACCIDENTS WORKED	72	94	174	151	-13.22%	

ASSISTS IN ALL TRAFFIC ACTIVITIES	173	173	401	345	-13.97%
*Not counted in 2019					

CITY OF ALBEMARLE
 Department Of Public Housing
 PO Drawer 1367
 300 South Bell Ave
 Albemarle, North Carolina
 28002

**SECTION 8 MONTHLY REPORT
 February 2020**

Section 8 Housing Choice Voucher Clients.....	226
New Issued Vouchers.....	10
New Families admitted on Voucher Program	0
Request for Tenancy Approval (Initial Inspections).....	3
Portability move-in non-billable	0
Portability move-in billable	1
Portability move-out non billable	0
Portability move-out billable	0
Open Active Vouchers	10
Port Transfers.....	1
Application updates	22
Voucher Briefing	22
Transfer Briefing.....	5
Section 8 Applications.....	0
Annual Reexaminations	6
HAP Billable Portability.....	1
Total.....	\$118,020.00
Admin Fees.....	\$0
HAP Disbursements / HAP Payments	\$118,020.00
(Actual HAP Expense).....	\$118,020.00
Total Outstanding Vouchers	10
Estimate increase HAPs for March	\$2,000.00
Estimate New Vouchers.....	\$10
Estimated HAP's amount for February....	\$118,020.00
HAPs for February.....	\$118,020.00
Estimated increase HAP for February... ..	\$14,604.00
Estimated HAP increase amount for March.....	\$2,000.00

February 29, 2020 Report Log

Erica Carter
Occupancy Specialist

Vacancy Report February 29, 2020

Amhurst Gardens
6

Elizabeth Heights
2

Occupancy Report for period February 29, 2020

Number of apartments leased for the month	3
Number of transfers completed	1
Number of applicants on waiting list revised	398
Number of interviews	3
Number of applications taken for Public Housing	20
Number of updates	3
Interim Rent Adjustments completed in <u>February 29, 2020</u>	3
Number of interim rent adjustments attempted	2
Number of conferences:	5
Lease Briefing attendees	0
Lease Briefing invites	0
Reexaminations	22
<u>Home visits February 29, 2020</u>	<u>44</u>



**PUBLIC UTILITIES
MONTHLY REPORT
February 2020**

UTILITY REVENUES

<i>Utility Bill Collection Items</i>	<i>January</i>	<i>February</i>
<i>Total Electric Revenue</i>	\$2,900,635.86	\$2,844,509.50
<i>Total Water & Sewer Revenue</i>	\$892,947.87	\$884,856.56
<i>Solid Waste Disposal Fee</i>	\$29,343.60	\$29,277.60
<i>Solid Waste Collection Fee</i>	\$100,787.02	\$100,600.06

ELECTRIC DIVISION

<i>Item</i>	<i>Number</i>
<i>New MVL/Floodlights Installed</i>	7
<i>Street Lights Repaired</i>	70
<i>New Permanent Services Installed</i>	5
<i>New Temporary Services Installed</i>	0
<i>Meters Tested</i>	43
<i>Change of Services</i>	4

Load Management savings for prior month Feb 28, 2019 was \$2556.14 (occurred @ 7:00am)
 Rebates: Water Heaters total amount...\$1200.00
 Heat Pumps total amount.....\$1600.00

CUSTOMER SERVICE

<i>Item</i>	<i>Number</i>
<i>Move-In/Move-Out</i>	473
<i>Cut-off Non-Payment</i>	213
<i>Number of Extensions</i>	368
<i>Exp. Extension Cut-offs</i>	50

SYSTEMS DIVISION

<i>Item</i>	<i>Number</i>
<i>Water meters exchanged</i>	34
<i>New meters installed</i>	5
<i>Water taps installed</i>	3
<i>Sanitary Sewer taps installed</i>	3

PLANTS DIVISION

<i>Plant</i>	<i>Average Flow</i>
<i>Treated Surface Water</i>	8.35 MGD
<i>Treated Wastewater</i>	9.09 MGD

Water Main Breaks 2

PUBLIC WORKS DEPARTMENT
ADMINISTRATIVE REPORT
February 2020



ADMINISTRATION

Renee Keziah and Brandon Baker attended the City of Albemarle Leadership Training class – Session 4: Building & Sustaining Trust to discuss how to apply learned skills to enable leaders to build trusting relationships, enables people to take risks, identify and solve problems, and collaborate to achieve business results on Feb 6th at City Hall.

Crystal Bowers and Kevin Luther attended an Employee Action Group meeting to review and discuss the Values in Action: Interdepartmental Collaboration on Feb 18th at the Public Housing Conference Room on S. Bell Avenue.

Ross Holshouser, Renee Keziah and Crystal Bowers attended a meeting conducted by Tanya Luther focusing on the creation and workflow of Personnel Action forms on Feb 18th in the Human Resource conference room at City Hall.

STREET & RIGHT OF WAY DIVISION

- Downtown trash cans were serviced and crews cleaned sidewalks, pulled weeds in flower beds at City Hall, Liberty Gardens and tree planters, mowed, weedeated, blew leaves, cut crape myrtles back at Liberty Gardens, Courthouse Square and new police headquarters, vacuumed several streets and maintained several areas throughout the city.
- Assisted with street closing for the Monthly Car Show on Feb 8th.
- Street crews started replacing sidewalk at the gate entrance for the Public Housing Department.
- Street crews continue removing old curbing and replacing with new curbing and continue rerunning new underground conduit for street lights and started removing the old concrete median and replacing with concrete a new median and started installing street lights and poured concrete pads for the generator and beside of evidence building at the new Police Headquarters.
- Repaired 46 potholes and repaired broken/sunken pavement on E. Cannon Ave and Sunset Ave and patched with asphalt around radius on Knollwood Cir.
- Milled the following streets: James St, Knollwood Cir, Melchor Rd, Holt Rd and Clover Fork Cir.
- Cut back sight view problem on Pearl St and at the corner of First Ave and Sunset Ave.
- Picked up illegal dumping on Richardson St, E. Main St and Arey Ave and Greenwood St.
- Installed a driveway apron on N. Sixth St and a pipe on Corbin St.
- Two sets of lights on downtown trees were replaced.
- Cleaned out catch basins on N. Depot St, S. Fifth St, Ludlow St and with the assistance from the PU-WS division on N. Fifth St, Lowder St and Marwood Ln.
- Repaired sidewalk on Graham St.
- Hung door hangers and performed follow ups on roll out containers being left out at all times and other uncollectable items and collected electronics throughout the city.
- Conducted, and approved, final inspections on PNG utility cuts on S. Hill Ave, Ross Dr, US Hwy 52 N, S. Third St and Boyette Dr.
- Repaired W/S cuts on N. Second St, Cleveland Ave, Montgomery Ave, US 52 N, S. First St, E. Cannon Ave, Kingsley Dr and E. McGill St.
- Replaced one stop sign.

STREET & RIGHT OF WAY DIVISION



Project Name / Title:	FY 2019-2020 Pavement Maintenance Plan
Department / Division:	Public Works / Street Division
Prepared By:	Ross Holshouser
Project Budget:	
Anticipated Completion Date:	EOBY 2020
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 19/20 budget.	
Project Status: Briefly describe the current status of the project.	
Advertisement for bid has been sent.	
Recent Progress: Briefly describe recent progress or activities on project.	
Sealed bids will be received on Friday, March 13 th .	
Upcoming Activities: Briefly describe the next significant activity, action, or decision to be made, regarding the project.	
Award bidders and issue start of projects.	

Project Name / Title:	King Property Upgrades and Renovation
Department / Division:	Public Works / Street Division
Prepared By:	Ross Holshouser
Project Budget:	\$50,000: pulled from Pavement / Resurfacing funds
Anticipated Completion Date:	EOBY 2020
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.	
Work has begun on portions of the project. Still planning on meeting with Public Utilities to schedule underground utility installation on portions of the project before site grading and resurfacing can continue.	
Recent Progress: Briefly describe recent progress or activities on project.	
Retained ownership of the alleyway.	
Upcoming Activities: Briefly describe the next significant activity, action, or decision to be made, regarding the project.	
Meetings to be scheduled to discuss scope of work and plan implementation.	

Project Name / Title:	FY 2019-2020 Police Station Parking Lot and Landscape Renovations
Department / Division:	Public Works / Street Division
Prepared By:	Ross Holshouser
Project Budget:	N/A
Anticipated Completion Date:	EOBY 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.	
Parking lot renovations are almost complete with a few items on hold pertaining to light poles and signage. Landscaping discussions have started.	
Recent Progress: Briefly describe recent progress or activities on project.	
Completion of new parking curbs and piers for light poles are in place. Landscaping around perimeter of parking lot is completed with river rock.	
Upcoming Activities: Briefly describe the next significant activity, action, or decision to be made, regarding the project.	
Waiting on decisions for landscaping around Police station and relocation of historic PD sign on North Street. Meeting with landscape designer to look at conceptual ideas so decisions can be made to move forward.	

Project Name / Title:	FY 2019-2020 Pfeiffer Sidewalk Renovation
Department / Division:	Public Works / Street Division
Prepared By:	Ross Holshouser
Project Budget:	\$60,000
Anticipated Completion Date:	EOBY 2020
Project Description: Briefly describe the project and benefits.	
Remove and rebuild sidewalks & curbing along East Main St from N. 3 rd to N.4 th . Additionally, remove and rebuild sidewalk and curbing along N. 4 th to meet the new construction needs of Pfeiffer University.	
Project Status: Briefly describe the current status of the project.	
Received news that we did not get awarded the Build Grant but are reapplying for another grant that may fund this project.	
Recent Progress: Briefly describe recent progress or activities on project.	
Have received verbal to move forward with work at 3 rd & Main intersection.	
Upcoming Activities: Briefly describe the next significant activity, action, or decision to be made, regarding the project.	
Street Division is coordinating with Public Utilities to relocate or adjust fire hydrant at intersection to start work. Stokes Construction anticipate our work needing to begin by mid-March or first of April.	

Project Name / Title:	FY 2019 – 2020 Rock Creek Park Paving
Department / Division:	Public Works / Street Division
Prepared By:	Ross Holshouser
Project Budget:	\$65,000
Anticipated Completion Date:	EOBY 2020
Project Description: Briefly describe the project and benefits.	
Overlay Rock Creek Park Drive and roadway down to CTC.	
Project Status: Briefly describe the current status of the project.	
Project Complete	
Recent Progress: Briefly describe recent progress or activities on project.	
Project Complete	
Upcoming Activities: Briefly describe the next significant activity, action, or decision to be made, regarding the project.	
Project Complete	

WAREHOUSE

Current housed inventory is valued at \$3 million. Inventory in the amount \$109,131.94 was received and \$99,172.13 was issued out during the month of February.

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			2
Police Department	8	7	12
Parks & Recreation		4	5
P/U-Electric		2	3
P/U-W/S Systems		4	10
P/U- W/S – STP & WTP Plants			
P/W-Administration	1	1	1
P/W-Solid Waste			3
P/W-Downtown	1		
P/W-Streets	27	3	19
P/W-Warehouse			
P/W-Fleet	4		
Planning & Dev Services			
Public Housing			1
Human Resources			
Information Systems			
Administration			
Economic Development			
TOTALS	41	21	56

Fleet Maintenance provided a short tour for the management team on the 27th. They were shown the facilities and we pointed out the updates to the facility and equipment that have been completed in the past two years. We are moving towards making this a top rate fleet maintenance facility, for all departments in the City. We are setting goals for our division and staff and putting a lot of thought and energy into making this a successful shop. Our number one goal is top quality repairs and maintenance to maintain a sound and safe City fleet, as economically as possible.

We welcome the opportunity to speak with anyone about ways to better serve your department’s needs and any employee is welcome to come by and have a tour; just call or drop an email and I can set up a time. I don’t want to miss speaking with someone who has concerns, but just drops by; we are always busy and making constant changes to work scheduling. Everyone is important, as are their concerns, and I want to be able to give my complete attention to them, so an appointment is best for all.

CITY OF ALBEMARLE SOLID WASTE FACILITY



SOLID WASTE

- 2822778.179 gallons of leachate pumped through Force Main.
- Feb 5th – Pre-Bid meeting for C&D Gravity Leachate Line Project.
- Feb 7th – Met with first potential C&D Gravity Leachate Line Project contractor to review areas of project.
- Feb 10th – Met with Tencarva technician and project manager to review force main system control issues.
- Feb 12th – Met with second potential C&D Gravity Leachate Line Project contractor to review areas of project.
- Feb 14th – Met with Ross and Renee to present Solid Waste Facility and Recycling Center (20-21) budget needs.
- Feb 18th – Met with third potential C&D Gravity Leachate Line Project contractor to review areas of project.
- Feb 24th – Bid opening for C&D Gravity Leachate Line Project.
- Feb 27th – Met with Bryan Hinson and chemicals vendor to discuss hydrogen sulfide gas treatment options.

Customers Received	2124
Recyclables & Organics Received	359.22 tons
C&D Received	1596.20 tons
MSW Received	3,665.59 tons
Revenues Totalled	\$242,641.30

Division Project Summary Report

Project Name / Title:	Landfill Force Main Project
Department / Division:	Public Works / Solid Waste
Prepared By:	Darren Preslar
Project Budget:	\$2,485,450
Anticipated Completion Date:	March 2020
Project Description: Briefly describe the project and benefits.	
Leachate system upgrade including a pump station and force main from the Solid Waste Facility to a tie in point of the City's sanitary sewer system.	
Project Status: Briefly describe the current status of the project.	
As of Monday afternoon June 3, 2019 system is fully operational and functioning properly.	
Recent Progress: Briefly describe recent progress or activities on project.	
All remaining punch list items completed.	
Upcoming Activities: Briefly describe the next significant activity, action, or decision to be made, regarding the project.	
Final review of force main by project engineers and State Clean Water Project Manager in order to finalize contract.	

Project Name / Title:	Replace and Upgrade C&D Leachate Lines
Department / Division:	Public Works/ Solid Waste
Prepared By:	Darren Preslar
Project Budget:	\$290,000
Anticipated Completion Date:	Spring 2020
Project Description: Briefly describe the project and benefits.	
Design and install gravity lines from the C&D Landfill to the leachate lagoon.	
Project Status: Briefly describe the current status of the project.	
Review of bid documents underway.	
Recent Progress: Briefly describe recent progress or activities on project.	
Received and opened three bids on Monday, February 24 th .	
Upcoming Activities: Briefly describe the next significant activity, action, or decision to be made, regarding the project.	
Present to Council for approval and award on Monday, March 16 th .	

Print

Title – Consider Road Closure for 2020 Stanly YMCA Kids Triathlon

Description:

Stanly YMCA is holding their annual Kids Triathlon on Saturday, April 18th from 3:30 pm - 5:30 pm and is requesting road closure for 1st St from CB Crook Dr. to Troy Alexander Dr. for the safety of those participating in the race.

Is this item budgeted?

Not Applicable

Fiscal Impact:

Management Recommendation:

ATTACHMENTS:	
Name:	Description:
<input type="checkbox"/> Kids Triathlon-Special Events Permit App-2020.pdf	Stanly YMCA Kids Triathlon Special Event Permit Application

APPROVALS:			
Date/Time:	Approval:	Department:	
3/10/2020 8:28 AM	Approved	City Clerk	
3/10/2020 8:32 AM	Approved	Administration	



ALBEMARLE
NORTH CAROLINA
Water. Air. Land. Opportunity.

Special Event Permit Application

PO Box 190 Albemarle, NC 28001-0190

www.albemarleenc.gov

SECTION I: GENERAL INFORMATION

Title of Event: Stanly Kids Triathlon

Event Website (if applicable): runsignup.com/Race/NC/Albemarle/StanlyKidsTri

Event Date/s: April 18th

Event Hours: 3:30-5:30

**USE ADDITIONAL ATTACHMENTS
FOR ANY PORTIONS OF APPLICATION AS NEEDED**

Event Category: (please check all that apply)

- Assembly
- Festival/Outdoor Market
- Run/Walk
- Parade
- Demonstration
- Concert/Performance
- Block Party
- Roadside Solicitation
- Educational
- Other: _____

Special Considerations: (please check all that apply)

- Alcoholic Beverages
- Food Sales
- Cooking
- Merchandise Sales
- Pets/Animals
- Use of Electricity
- Sound Amplification
- Tents
- Fireworks/Pyrotechnics
- Portable Restrooms
- Other: _____

Time Set up Begins: 2:00 pm

Time Break Down Ends: 6:30 pm

Estimated Event Attendance: 100

Estimated # of People at Peak Periods: 100

Estimated # of Vehicles: 40-50

Estimated Vehicles at Peak Periods: 40-50

SECTION II: EVENT ORGANIZATION INFORMATION

Host Organization: Stanly County Family YMCA

Applicant Name: Derrick Almond

Address: 427 N First Street

City: Albemarle

State: NC

Zip: 28001

Phone#: 704-982-1916

Mobile#: 704-991-5361

Email: Dalmond@stanlyymca.org

Primary On-Site Contact: Derrick Almond

Mobile#: 704-991-5361

Other On-Site Contact Info: Kristen Underwood 704-791-1580

Org. EIN#:

SECTION III: EVENT DETAILS

Description of the Event: _____

This event is a kids triathlon where they will start with a swim in the pool, then a bike ride around town and finish with a run down and back on first street.

Location/s of the Event: 427 N First Street

Site Capacity:

Property Address: 427 N First Street Albemarle, NC 28001

Property Owner/s: Stanly County Family YMCA

Owner/s Authorized Use: Yes

SECTION IV: INSURANCE REQUIREMENTS

(COMPLETE ONLY IF STREET CLOSURE, FIREWORKS, OR ALCOHOL BEING REQUESTED)

Name of Policy Holder: Stanly County Family YMCA

Policy#: 5068931256

Policy Amount:

Policy Type:

**A COPY OF POLICY MUST BE PROVIDED WITH THE APPLICATION.
CITY OF ALBEMARLE MUST BE LISTED AS "ADDITIONAL INSURED" PARTY.**

SECTION V: PERMIT FEES

Tent Permit (\$50) Public Assembly (\$25) Special Event Permit (\$25)

Street Closing (\$50) Fireworks/Pyrotechnics (\$100 for one time event/\$300 for 6 months)

Civic Groups or 501c organizations may be fee exempt at discretion of City Council, if requested.

Proof of federal 501c Status must be submitted with Application.

Check here for fee waiver request



City of Albemarle Special Event Permit Application (Page 2 of 2)

SECTION VI: SPECIAL CONSIDERATION DETAIL

(CHECK EACH BOX AS APPLICABLE AND PROVIDE DETAIL REQUESTED)

Street Closures (map of proposed closing and route must be provided with application)

NOTE: ALL NCDOT ROADS MUST BE APPROVED BY NCDOT

Reason for Street Closure: Safety for race participants at start/finish line.

Name of Street to be closed: First Street from C.B. Crook to Franklin

Additional Street: _____ from _____ to _____

of Barricades needed: 4 # of cones needed 8 Dropoff location: 1st at CB Crook and 1st at Franklin

Date of Closure: 4/13/19 Start Time: 3:30 pm to 5:30 pm

Additional Comments: _____

Trash/Debris Plan: YMCA staff and volunteers will provide route cleanup for this event.

Alcoholic Beverages* (check all that apply)

- Free/Host Alcohol
- Alcohol Sales (ABC Permit must accompany)
- Host and Sale Alcohol
- Beer
- Wine
- Beer and Wine
- Liquor

* Applicant must provide a map of proposed designated area with this application. Right to modify area is reserved by the City.

Describe Security Plan to ensure safe sale and distribution of alcohol at your event: _____

No alcohol provided.

Appropriate ABC Permits must accompany application. Failure to submit at time of application will affect approval.

Parade/Run/Walk/Procession/Demonstration (map of route required)

- Open Sidewalks only
- Streets w/ temporary traffic interruptions
- Street Closures
- Sidewalk Closures

Start Time: 3:30 End Time: 5:30

Purpose: Safety of our children participating.

Additional Permit Attachments Included:

- Site Map of All Activities
- Parking Plan
- Emergency Action Plan with site map (required for any downtown event)
- Security Plan
- General Liability Insurance
- ABC Permit
- Alcohol Beverage Designated Area Map
- Proof of 501C Status
- Application Fee
- Property Owner Authorization
- Business Notification Form

Tents (Width x Length x Height)

Dimensions of Tent: _____

Tents greater than 400 square feet require an additional \$50 permit fee
TENT PERMIT ONLY DOES NOT REQUIRE ADDITIONAL SPECIAL EVENT FEE

Cooking or Warming Food? (Circle One)

Method of Heat _____

I certify that the information contained in the foregoing application is true and correct to the best of my knowledge and belief that I have read, understand, and agree to abide by the rules and regulations governing the proposed Special Event under the City of Albemarle Municipal Code and I understand that this application is made subject to the rules and regulations established by the City Council and/or City Manager or City Manager's designee. Applicant agrees to comply with all other requirements by the City, County, State, and Federal Government, and any other applicable entity which may pertain to the use of the Event venue and the conduct of the Event. In the event that a possessory interest subject to taxation is created by virtue of this use-permit, I agree to pay all possessory interest taxes and the City shall not be liable for the payment of such taxes. I further agree that the payment of any such taxes shall reduce and consideration paid to the City pursuant to this use-permit. I agree to abide by these rules, and further certify that I, on behalf of the host organization, am also authorized to commit that organization, and therefore agree to be financially responsible for any costs and fees that may be incurred by or on behalf of the Event to the City of Albemarle. I also understand the application fee is non-refundable and due at the time of application submittal. The submission of this application is not an automatic approval or guarantee.

Print Name of Application/Host Organization: Derrick Almond/Stanly County Family YMCA Title: Fitness Director/Race Director

Signature [Handwritten Signature]

Submission Date: 3/2/20

Print

Title – Resolution 20-02 for Correcting Ordinance 20-04 and the January 21, 2020 Regular Meeting Minutes

Description:

In the January 21, 2020 regular Council meeting there was a public hearing and Council consideration to amend the City of Albemarle zoning map by adopting Ordinance 20-04 to rezone an 8.75 acre parcel off of US Hwy 52 (tax#4171) from GHBD to R-10. For that meeting Planning and Development supplied accurate and correct supporting documents to Council and the public, and Council called for approval of Ordinance 20-04 associated with this rezoning request properly.

Subsequently, on February 24th Planning and Development staff alerted the City Clerk that in the Ordinance 20-04 document (which was already signed), the property description and tax ID number were incorrect and provided a correct, revised Ordinance. The Clerk researched all materials related to the meeting and discovered a typographical error on the January 21, 2020 minutes which Council had approved in the February 3, 2020 meeting.

After conferring with the City Manager, Assistant City Manager, and City Attorney, the Clerk sought guidance from UNC's School of Government on how to procedurally correct the Ordinance and minutes. A resolution requesting that Council approve the corrections to Ordinance 20-04 and the January 21, 2020 minutes has been attached, along with the marked up and corrected versions of both documents.

The City Clerk is requesting that Council approve/adopt Resolution 20-02.

Is this item budgeted?

Not Applicable

Fiscal Impact:

Management Recommendation:

ATTACHMENTS:	
Name:	Description:
<input type="checkbox"/> Resolution 20-02 Correcting Ord 20-04 and Jan 21 2020 minutes.docx	Resolution 20-02
<input type="checkbox"/> CORRECTED_Ordinance_20-04.docx	Ordinance 20-04 marked up version
<input type="checkbox"/> CORRECTED_Ordinance_20-04_Clean.docx	Ordinance 20-04 corrected clean version
<input type="checkbox"/> Corrected_January_21_2020_Minutes.docx	January 21 Minutes marked up version
<input type="checkbox"/> Corrected_January_21_2020_Minutes_Clean.docx	January 21 Minutes corrected clean version

APPROVALS:

Date/Time:	Approval:	Department:	
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Resolution 20-02

To Correct Ordinance 20-04 and the January 21, 2020 Regular Meeting Minutes

WHEREAS, on January 21, 2020, the City Council of the City of Albemarle was presented with Ordinance 20-04 for the rezoning of GHBD/GENERAL HIGHWAY BUSINESS DISTRICT TO R-10/SINGLE FAMILY RESIDENTIAL DISTRICT A 8.75 +/- ACRE PROPERTY ON US 52 N ALSO DEFINED AS TAX RECORD 4171;

WHEREAS, the City Council properly voted and approved the rezoning associated with the correctly referenced property, also defined as tax record 4171, during its regular meeting on January 21, 2020;

WHEREAS, it was subsequently discovered, on February 24, 2020, that the referenced property and tax ID were incorrectly transcribed in Ordinance 20-04 which was ultimately signed and seal affixed;

WHEREAS, it was also subsequently discovered that the tax ID of the parcel associated with Ordinance 20-04 was incorrectly transcribed in the January 21, 2020 regular meeting minutes and such minutes were ultimately approved by Council on February 3, 2020;

WHEREAS, the City Council has received corrected versions of both documents for review and approval at the March 16, 2020 regular City Council meeting; and

NOW, THEREFORE BE IT RESOLVED, that the City Council authorizes the Clerk to make the typographical corrections to both documents as submitted

This the 16th day of March, 2020.

Ronnie Michael

Mayor

ORDINANCE 20-04

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 FROM GHBD/GENERAL HIGHWAY BUSINESS DISTRICT TO R-10/SINGLE FAMILY RESIDENTIAL DISTRICT A ~~6.21 +/- ACRE PROPERTY ON SOUTH HILL STREET ALSO DEFINED AS TAX RECORD 33584~~ **8.75 +/- ACRE PROPERTY ON US 52 N ALSO DEFINED AS TAX RECORD 4171**

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 ~~33584~~ **4171** is transferred from GHBD/General Highway Business District to R-10/Single Family 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

ORDINANCE 20-04

(Corrected via Resolution by City Council on March 16, 2020)

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 FROM GHBD/GENERAL HIGHWAY BUSINESS DISTRICT TO R-10/SINGLE FAMILY RESIDENTIAL DISTRICT A 8.75 +/- ACRE PROPERTY ON US 52 N ALSO DEFINED AS TAX RECORD 4171.

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 4171 is transferred from GHBD/General Highway Business District to R-10/Single Family 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

REGULAR MEETING CITY COUNCIL

January 21, 2020

The City Council of the City of Albemarle met in a regular session on Tuesday, January 21, 2020 at 7:00 p.m. in the Council Chambers of City Hall. Mayor Ronnie Michael presided, and the following Councilmembers were present, to-wit: Mayor Pro Tem Martha Sue Hall; Bill Aldridge; Chris Bramlett; Martha E. Hughes; Shirley E. Lowder; Dexter Townsend; and Chris Whitley. Absent: None.

Mayor Michael called the meeting to order.

Upon a motion by Councilmember Townsend, seconded by Councilmember Hall, unanimously carried, the minutes of January 6, 2020 regular and closed sessions were approved as submitted.

PUBLIC HEARINGS

Ordinance 20-03: Consider Rezoning a 6.21-Acre Parcel on S. Hill Street from GHBD to R-

10

Planning and Development Services Director Kevin Robinson was called to present the rezoning request. This hearing is to receive public input on the request to amend the City of Albemarle zoning map by adopting Ordinance 20-03 to rezone a 6.21 acre parcel on S. Hill St, (tax#33584) from GHBD to R-10. The Planning and Zoning Board recommended approval of this request, 8-0 at its January 9, 2020 meeting. The Mayor and Council members received the rezoning application, City staff's recommendations, the Future Plan Use (FLU) map, and Statement of Zoned Plan Consistency prior to the meeting.

There was no public input on the item. Upon a motion by Councilmember Townsend, seconded by Councilmember Aldridge and unanimously carried, Council closed the hearing.

Upon a motion by Councilmember Hall, seconded by Councilmember Bramlett, unanimously carried, the following Ordinance was adopted with the following Statement of Zoning Consistency with Adopted Plan:

The Albemarle City Council finds the action to amend the City's Zoning Map tax record 33584 from zone GHBD/General Highway Business District to R-10/Single-Family Residential District to be consistent with the adopted 2028 Land Use Plan. The 2028 Land Use Plan calls for general residential on the land of interest. The City's R-10 zone will assist the lands of interest reach their intended goal of general residential and will achieve the public interest.

(Ordinance 20-03 - Rezone a 6.21-Acre Parcel on S. Hill Street from GHBD to R-10)

Ordinance 20-04: Consider Rezoning an 8.75-Acre Parcel from GHBD to

R-10

Planning and Development Services Director Kevin Robinson was called to present the rezoning request. This hearing is to receive public input on the request to amend the City of Albemarle zoning map by adopting ordinance 20-04 to rezone an 8.75 acre parcel off of US Hwy 52 (tax#4171) from GHBD to R-10. The Planning and Zoning Board recommended 9-0 for City Council to approve the request and adopt a statement of consistency with future land use map at its January 9, 2020 meeting. The Mayor and Council members received the rezoning application, City staff's recommendations, the Future Plan Use (FLU) map, and Statement of Zoned Plan Consistency prior to the meeting.

There was no public input on the item. Upon a motion by Councilmember Aldridge, seconded by Councilmember Hall and unanimously carried, Council closed the hearing.

Upon a motion by Councilmember Hall, seconded by Councilmember Whitley, unanimously carried, the following Ordinance was adopted with the following Statement of Zoning Consistency with Adopted Plan:

The Albemarle City Council finds the action to amend the City's Zoning Map tax record ~~33584~~ 4171 from zone GHBD/General Highway Business District to R-10/Single-Family Residential District to be consistent with the adopted 2028 Land Use Plan. The 2028 Land Use Plan calls for general residential on the land of interest. The City's R-10 zone will assist the lands of interest reach their intended goal of general residential and will achieve the public interest.

(Ordinance 20-04 - Rezone an 8.75-Acre Parcel from GHBD to R-10)

ANNOUNCED DELEGATION

Presentation on Opioid Overdose Prevention

Stanly County Health Director David Jenkins and Stanly County EMS Training Officer Dale Chandler provided a presentation to Council on opioid overdose prevention. The presentation covered:

- Reasons why people experiment or use opioids;
- Stanly County data on numbers of opioid overdoses and EMT responses during the period of 2017-2019;
- The type(s) of opioids most frequently available;
- Overdose prevention measures in place, including: a 12-hour, 7-day-a-week EMT coverage to respond to opioid-related calls funded by Blue Cross/Blue Shield grant which is the first program of its kind in the US; drug drop box acquisition and placement throughout the County; provision

of Naloxone funded by a Cardinal Health grant; and prevention/treatment/recovery programs in place.

- Overview of the Health Resources and Services Administration Rural Communities Opioid Response Implementation grant (\$1 million in funding); and
- Overview of the NC DHHS Community Linkages to Care project (\$275,000 grant).

Mr. Jenkins and Mr. Chandler answered questions from the Mayor and Council members. Local County and City partners/collaborators include Monarch, Will's Place, and Gateway of Hope. A question was raised about how those wishing to enter rehabilitation programs or find housing are transported. Stanly County used grant funding to acquire and operate a SUV and van to provide transportation to opioid addicts wishing to receive services or enter rehab programs. In response to a question about total funds received for opioid prevention in 2019, Mr. Jenkins noted that a total of about \$1.4 million in funding was granted to Stanly County.

Councilmember Hall gave an "ataboy" to EMT Dale Chandler for his work with the Blue Cross/Blue Shield opioid addiction prevention program that was highlighted in a recent new article.

Councilmember Aldridge thanked all firefighters, EMTs, and the police for working together and responding in the face of the opioid crisis.

Council thanked Mr. Jenkins and Mr. Chandler for their presentation.

UNANNOUNCED DELEGATIONS

Mr. Bradley Kimrey, a former Will's Place resident, addressed the Council about his path from opioid addiction to sobriety (he reflected that he has been drug-free and sober 9 months today). He expressed a concern that there still are many other opioid-addicted users who are not aware of services they can access to recover. He further noted that those afflicted with drug addiction are reluctant to approach people with badges and uniforms to seek help.

When questioned about how to better spread information about harm reduction efforts and recovery resources for opioid users, Mr. Kimrey offered that posting articles in the local newspapers would help. It was noted, however, that there have been a series of articles in various local publications in the last year or so about this topic which included specific details of resources available.

Council suggested that since Mr. Kimrey has information on how to help his peers still coping with drug use and addiction, and Mr. Jenkins is a valuable resource to the City of Albemarle and Stanly County regarding opioid addiction prevention and provision of supportive and recovery programs for those who are addicted, they should meet to share information.

Councilmember Aldridge applauded Mr. Kimrey's courage to come in front of Council about this issue, offered his appreciation for Mr. Kimrey's work in combatting the epidemic, and wished him well.

ADMINISTRATIVE REPORTS

Departmental Monthly Reports

The Mayor and Council members received monthly departmental reports for December 2019 prior to the meeting. A question was asked about closing out part-time Parks and Recreation employees in December. Parks and Recreation Director Lisa Kiser came to the podium to offer a response. The employees in question were recreation assistants who are site supervisors overseeing the athletic leagues. Parks and Recreation keeps 4 on payroll at a time, but they are only hired for 6 months and so these positions are cycled to cover the year's activities.

Councilmember Hall commented that the Albemarle Neighborhood Theater needs to be publicized more since there are so many good City events there, and attendance has not been high.

Main Street Annual Report Presentation

Ms. Joy Almond, Main Street Manager and head of the Albemarle Downtown Development Corporation (ADDC), presented her Annual Report for the Main Street Program to Council. She highlighted the following activity from July, 2018 – June, 2019:

- Five building facades were completed;
- One building rehabilitation project was completed;
- Three public improvement projects were completed;
- Over \$2.9 million in public and private investments were raised;
- A net total of three full-time jobs were created by downtown businesses (13 jobs created but 10 lost);
- A net total of five part-time jobs were created (6 gained and 1 lost);
- Eight businesses opened, 6 businesses closed, and 1 business expanded (Elite Uniforms, formerly Ethel's Uniforms and Shoes); and
- Over 350 volunteer hours (total 351 hours) were logged supporting ADDC's committee work, downtown events assistance, and beautification projects.

Ms. Almond took questions from Council related to Main Street Program's 4-point approach plan, Board capacity, and the number of volunteers represented in the volunteer hours statistic. ADDC/Main Street's 4-point approach ties into its sub-committee work and the Main Street Program structure: economic vitality (business recruitment and retention); design (beautification efforts, building design, and public art); promotion (advertisement of ADDC programs); and organization (volunteer recruitment). ADDC's Board of Directors currently stands at 10 members; Board capacity is 13. There is opportunity to recruit and seat a few more Board members. For the breakdown of the number of volunteers comprising the 351 volunteer hours logged, Ms. Almond would have to check into providing an exact number, but estimated the number to be 30, which includes members of the 4 sub-committees, folks performing beautification tasks such as flower planting, and event volunteers staffing events such as the wine festival or Outdoorsman Bonanza.

Update: Parking Improvements at E.E. Waddell Community Center

Councilmember Townsend asked for an update on the parking improvements at the E.E. Waddell Center. The Mayor and Council members received designs for the parking lot near the banquet room and the parking lot off of Wall Street prior to the meeting.

Parks and Recreation Director Lisa Kiser provided an update to Council. Stanly Community College (SCC) will be assisting with the grading of the areas for the parking lot improvements/additions. A Memorandum of Understanding (MOU) has been signed with SCC. The goal is to start work in the first week of February, 2020. SCC Heavy Equipment students are expected to assist with this project as part of their spring 2020 semester coursework.

Ms. Kiser also provided an update on the HVAC upgrade project for the E.E. Waddell Community Center Gymnasium. Miles-McClellan has been contracted to complete the design build for the project and is currently designing the schematics. Ms. Kiser needs to change the 1-phase electric process to a 3-phase process due to the need for wiring replacement. The gym will have to be closed during the month of May, but the project should be finished by June 1st.

CONSENT AGENDA

Albemarle ABC Board Appointment

Due to an expiring term, City Council needs to make an appointment to the ABC Board. John McIntyre's term expires on March 16, 2020. The Board is pleased with John's service and would like to see him reappointed.

Consider Road Closures for Mini Medley Relay

The Council considered approval of road closures for the 41st Mini Medley Relay on Saturday, March 21st. The special event permit and request letter were provided to the Mayor and Council prior to the meeting.

Roads to be closed for the Mini Medley relay are:

- * 3rd St from North St. to E. Cannon
- * 4th St from North St. to E. Cannon
- * North St. from 3rd St. to 4th St.
- * E. Cannon from 3rd St. to 4th St.
- * Montgomery Ave from 3rd St. to 4th St.

Consider Approval to Hire Arnett Muldrow for Wayfinding Plan Development

At the August 6, 2019 City Council Workshop, Council received a wayfinding plan presentation from Arnett Muldrow. Staff vetted three wayfinding design firms and recommended Arnett Muldrow to City Council. At that time, the Mayor informed Council and staff that a decision could not be made on hiring a wayfinding design firm until we received notice on awarding of the BUILD grant. Wayfinding was included in the city's application for the BUILD grant and the grant would not fund plans that were approved before the grant was awarded.

In November 2019 the City of Albemarle received notification that it did not receive the BUILD grant. Therefore, staff is requesting that City Council consider the recommendation made on August 6, 2019 to hire Arnett Muldrow to design the city's wayfinding plan. Their proposal represents a balanced approach to wayfinding design and a phased implementation that is desirable from a resource perspective. Arnett Muldrow has worked with our community in the past and our Planning Director, Kevin Robinson, has worked with the firm in his previous job and highly recommends them.

Funds are available in the current budget for the development of this plan. The Mayor and Council received the original wayfinding proposal from Arnett Muldrow prior to this meeting. If approved, staff will get an updated timeline from Arnett Muldrow.

Consider Approval to Absorb Excess Utilities for Public Housing Residents

The Mayor and Council received a memo from staff with details and a request for Public Housing to absorb excess utility charges for residents for the months of October and November 2019 prior to the meeting.

Consider Bids Received for Surplus Scrap Metals Bid 2020-2023

The City of Albemarle received bids for surplus scrap metal on January 13, 2020. Two (2) companies submitted bids for consideration. Staff is recommending the following bids be awarded to: Butch's Recycling for 10,000 lbs. scrap iron (in roll-off container) \$0.035lb and to Foil's Inc. for 2,000 lbs. scrap copper tubing \$2.15lb and for 15,000 lbs. scrap aluminum wire (in roll-off container) \$0.2050 lb.

Upon a motion by Councilmember Aldridge, seconded by Councilmember Townsend, unanimously carried, the Council approved the following items as detailed above:

- The reappointment of John McIntyre to another term on the ABC Board;
- Road closures for the 41st Mini Medley Relay on Saturday, March 21st;
- Hiring Arnett Muldrow to design the city's wayfinding plan;
- Absorption of excess utility charges for public housing residents for the months of October and November, 2019; and
- Awarding of bids to Butch's Recycling and Foil's Inc. for recycling of scrap iron, copper tubing, and scrap aluminum wire.

UNFINISHED BUSINESS

Update on Code Violations at 503 Old Charlotte Road

City Attorney David Beaver has been requested to provide an update on this issue. Mr. Beaver noted that the complaint brief has been prepared and filed in court. Mr. Beaver requested a certified copy of the Council minutes authorizing him to file the complaint in court to be submitted along with the complaint.

Other Contract Attorney Work in Progress Discussion

Since this is the last Council meeting which Mr. Beaver will be representing the City of Albemarle, Mr. Beaver asked to clarify with the Council whether he should continue working any unresolved cases. Council affirmed that he should complete all work assigned to him. Council then requested that Mr. Beaver provide an update on any open cases. Mr. Beaver provided a document detailing all cases he is still working on for their review.

Mr. Beaver received the lease for Carolina Treetop Council on January 21st. He will provide the lease addendum and send it to the City Manager. However, the Mayor confirmed that the lease already is approved.

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The Mayor and Council thanked Mr. Beaver for his service to the City of Albemarle.

Discussion of Albemarle Business Center Infrastructure

The Mayor requested a delay in the further discussion of this item until the next Council meeting due to the plan to visit the Monroe Business Center site on January 22nd.

NEW BUSINESS

Introduction of Fire Chief Pierre Brewton

City Manager Michael Ferris introduced Fire Chief Pierre Brewton. Chief Brewton began his duties for the City on January 21 and fills the vacancy created when Fire Chief Shawn Oke retired.

Chief Brewton comes to the City of Albemarle from the City of Spartanburg (SC) Fire Department with over 30 years of experience. He rose through the ranks from entry level firefighter to reach second in command, becoming the highest-ranking minority within the Spartanburg Fire Department. During his tenure, Brewton has assisted the City of Spartanburg in establishing a progressive, proactive, effective, and efficient All-Hazards/All-Risk Customer Service-based Department. Chief Brewton has also assisted the department with obtaining national fire accreditation and achieving a national insurance ranking of class 1. Chief Brewton has significant command experience, serving as the incident commander for the Type III Upstate Incident Management Team responding to State and Federal disasters.

Chief Brewton addressed Council. He is honored and humbled to be chosen to be City of Albemarle's next Fire Chief. He thanked the City Manager, the Mayor and Council for giving him the opportunity to lead the City of Albemarle Fire Department. His goal is to serve all of the people of Albemarle.

Council welcomed Chief Brewton to his new position.

Consider Approval of FY19-20 Pavement Preservation Street Plan

This presentation is being provided to City Council for approval. City Council approved funding for pavement preservation and street maintenance in the FY19-20 budget. The Mayor and Council received the street listing for this year's pavement preservation plan prior to the meeting. The City of Albemarle contracts with The Kercher Group, Inc. each year to run pavement analysis and recommendations based on annual budgeted dollars.

As with last year's Council request, this year's list was generated on a 50/50 plan of preservation (micro-surfacing) and rehab (mill & fill). Overall, a total of 10.45 miles of street will be improved under this plan.

Council requested that Public Works Director Ross Holshouser come forward to take questions. Councilmember Hall asked what the mileage of roads covered under the plan totaled. The City of Albemarle manages approximately 122 miles of paved road. It was suggested that Council consider a penny tax rate increase in order to complete more street preservation work annually. In FY2018-19 \$250,000 was spent on street maintenance and pavement improvement based on the 50/50 plan. A question was asked about when an assessment would be completed again. For the next fiscal year, a reassessment of street repaving progress and status is planned, considering the last assessment occurred in 2015.

Councilmember Lowder gave a "shout out" for the East Main/Pee Dee Avenue Road repair. It is the best work she has seen.

Upon a motion by Councilmember Bramlett, seconded by Councilmember Lowder, unanimously carried, Council approved the FY19-20 Pavement Preservation Street Plan as submitted.

Consider Dates for a City Council Workshop on the Parking Plan

Staff would like to present a recommendation for the next phase of the parking plan. Similar to the workshop held on August 6, 2019, when staff originally presented the parking plan, staff would like to set another workshop for March, 2020. Assistant City Manager, Nyki Hardy, vetted potential dates with the Mayor and City Council to determine the most desirable date for the majority of Council. The date options provided were March 3, 4, and 9, 2020. The workshop would be held at 6 pm. The majority of Council is available on Tuesday, March 3, 2020. Staff requests that City Council set the workshop for March 3, 2020 at 6:00 pm.

Upon a motion by Councilmember Hall, seconded by Councilmember Lowder, unanimously carried, Council approved setting the next parking plan workshop for Tuesday, March 3, 2020 at 6:00 pm.

Quarterly Business Update

City Manager Michael J. Ferris asked Council for a delay in the presentation of this report until the next Council meeting. Staff is requesting more time to research job creation data. Council agreed to delay the update until the February 3rd Council meeting.

Reminder: Monroe Corporate Center Visit

The trip to visit the Monroe Corporate Center is scheduled for January 22, 2020. Staff and interested Council members will leave the City Hall parking lot at 12:30 pm and ride in the Parks & Recreation bus. The plan is to be back in Albemarle around 5:00 pm.

COMMENTS

City Manager Michael J. Ferris commended Parks and Recreation Director Lisa Kiser for her conception and organization of the first MLK Day of Employee Service, which was held on Friday, January 17th. There were 50 volunteers who participated. Volunteer efforts took place at Esther House, Habitat for Humanity, the Community Inn, and Park Trail, among others. It was an outstanding event.

Council should take a look at the most recent edition of the employee newsletter *City Connection*. It contained a lot of good articles and features about some of the positive things that City of Albemarle employees do as part of their daily work and in the community. He is proud to be part of an organization where there is care, concern, and compassion among City of Albemarle staff.

Councilmember Townsend had the following remarks or questions:

- He thanked Council and staff for attending this past Saturday's MLK Jr. Prayer Breakfast held at EE Waddell Community Center. He also expressed appreciation for the MLK Day of Employee Service in which he participated. He hopes that this event continues into the future.
- He posed a question about whether the deeds to the land for the hotel project have been settled yet. The Mayor replied a lawyer needs to present it to him and the City Manager for signature in order for the process to move forward.
- City of Albemarle webpage updates as noted by him in the last Council meeting still do not appear to have occurred yet. It is important for the public to have up-to-date information.

Councilmember Hughes requested that the article written by Dr. Mike Walden in the Stanly News and Press on mini-cities, some of which are targeted to retirement communities such as the one in Pittsboro (Chatham Park) be disseminated to Council. The article could provide further ideas on mixed use development to inform Council's thoughts for the ABC project.

Councilmember Aldridge made the following comments:

- He is glad to hear that this past Saturday’s MLK Jr. Prayer breakfast was well-attended and expressed his regret that he was not able to attend.
- He gave a “shout out” to the Police Department fundraising challenge spearheaded by Officer David Hunt on January 11th. Over \$16,000 was raised to support former COA police officer Sergeant Mike Martin’s battle with brain cancer. The funds were used to purchase a wheelchair for former officer Martin. Finally he gave a “shout out” and prayers for the Martin family.

Councilmember Lowder commented on the time Council allots for people to speak at a Council meeting. Who decides how much speaking time is allowed? The Mayor responded saying he confirmed with the UNC School of Government that Council has the authority to limit speaker time, although not the topics that can be raised. Councilmember Lowder requested that this item be placed on the agenda for the next Council meeting.

Councilmember Lowder commended Assistant City Manager Nyki Hardy on the well thought out memo presented to Council on the excess utility cost problem facing public housing residents.

Councilmember Bramlett followed Councilmember Hughes’s comment about mini-cities and retirement community development. He noted that there is no better rural community than Albemarle ready to become a mini-city and develop a retiree community. Albemarle is ideally positioned and it would be a good opportunity to develop it this way.

Councilmember Whitley provided the following comments:

- The MLK Jr. Prayer breakfast was well-attended and provided good food and a great speaker.
- He requested an update on City recycling. What is the participation rate in the recycling program? Is there a problem locating recycling drop-off sites? Public Works Director Ross Holshouser responded that Waste Management has its own materials recovery facility (MRF) in Winston-Salem, NC and should be transporting City of Albemarle recycling to that location. The Mayor asked if there is any marketing or advertising of the recycling program. The City Manager stated that a bill stuffer providing do’s and don’ts tips and the recycling schedule is sent to residents once a year. On the participation rate question, the City Manager will request that Waste Management provide some statistics. Is this information on the website? The information will be placed on the website as well as the link to Waste Management’s page about recycling.
- He attended a Regional Planning Organization (RPO) meeting last week. Right now the group is considering road projects to recommend to NC DOT. RPO will

be voting on the project list in March. Typically there are 15 projects which are submitted to NC DOT, with a maximum of 18 projects recommended. Currently some projects might not be taken up so there is room for other projects to be considered. Council can come see him to view the current project list.

Councilmember Hall provided the following comments/questions:

- She gave a “shout out” on the article on mixed use development. Per the Albemarle Business Center development process, she met Mike Manis at a COG meeting a few weeks back. He should be contacting the Economic Development Director Mark Donham by the end of this week (week of January 20th) with more mixed use options.
- At COG meeting, the federal lobbyist announced that a new slate of grant programs and deadlines are coming up. That information will be provided to staff for dissemination.
- Clarification was asked about the Grace Place building – is the front of the building occupied? There is a church occupying the front of the building.
- She gave an “FYI” with distribution of promotional materials for the Stanly County Habitat for Humanity BBQ fundraiser on February 27th
- She noted that she saw on Facebook that HGTV ONE AMERICAN TOWN complete makeover is currently accepting applications from small towns and cities to re-do a small downtown. This is really something that the City of Albemarle should pursue.

Upon a motion by Councilmember Lowder, seconded by Councilmember Townsend, unanimously carried, the meeting was adjourned.

The next regular City Council meeting will be held at 7:00 PM Monday, February 3, 2020 in City Council Chambers.

REGULAR MEETING CITY COUNCIL

January 21, 2020

(Corrected via Resolution by City Council on March 16, 2020)

The City Council of the City of Albemarle met in a regular session on Tuesday, January 21, 2020 at 7:00 p.m. in the Council Chambers of City Hall. Mayor Ronnie Michael presided, and the following Councilmembers were present, to-wit: Mayor Pro Tem Martha Sue Hall; Bill Aldridge; Chris Bramlett; Martha E. Hughes; Shirley E. Lowder; Dexter Townsend; and Chris Whitley. Absent: None.

Mayor Michael called the meeting to order.

Upon a motion by Councilmember Townsend, seconded by Councilmember Hall, unanimously carried, the minutes of January 6, 2020 regular and closed sessions were approved as submitted.

PUBLIC HEARINGS

Ordinance 20-03: Consider Rezoning a 6.21-Acre Parcel on S. Hill Street from GHBD to R-

10

Planning and Development Services Director Kevin Robinson was called to present the rezoning request. This hearing is to receive public input on the request to amend the City of Albemarle zoning map by adopting Ordinance 20-03 to rezone a 6.21 acre parcel on S. Hill St, (tax#33584) from GHBD to R-10. The Planning and Zoning Board recommended approval of this request, 8-0 at its January 9, 2020 meeting. The Mayor and Council members received the rezoning application, City staff's recommendations, the Future Plan Use (FLU) map, and Statement of Zoned Plan Consistency prior to the meeting.

There was no public input on the item. Upon a motion by Councilmember Townsend, seconded by Councilmember Aldridge and unanimously carried, Council closed the hearing.

Upon a motion by Councilmember Hall, seconded by Councilmember Bramlett, unanimously carried, the following Ordinance was adopted with the following Statement of Zoning Consistency with Adopted Plan:

The Albemarle City Council finds the action to amend the City's Zoning Map tax record 33584 from zone GHBD/General Highway Business District to R-10/Single-Family Residential District to be consistent with the adopted 2028 Land Use Plan. The 2028 Land Use Plan calls for general residential on the land of interest. The City's R-10 zone

will assist the lands of interest reach their intended goal of general residential and will achieve the public interest.

(Ordinance 20-03 - Rezone a 6.21-Acre Parcel on S. Hill Street from GHBD to R-10)

Ordinance 20-04: Consider Rezoning an 8.75-Acre Parcel from GHBD to

R-10

Planning and Development Services Director Kevin Robinson was called to present the rezoning request. This hearing is to receive public input on the request to amend the City of Albemarle zoning map by adopting ordinance 20-04 to rezone an 8.75 acre parcel off of US Hwy 52 (tax#4171) from GHBD to R-10. The Planning and Zoning Board recommended 9-0 for City Council to approve the request and adopt a statement of consistency with future land use map at its January 9, 2020 meeting. The Mayor and Council members received the rezoning application, City staff’s recommendations, the Future Plan Use (FLU) map, and Statement of Zoned Plan Consistency prior to the meeting.

There was no public input on the item. Upon a motion by Councilmember Aldridge, seconded by Councilmember Hall and unanimously carried, Council closed the hearing.

Upon a motion by Councilmember Hall, seconded by Councilmember Whitley, unanimously carried, the following Ordinance was adopted with the following Statement of Zoning Consistency with Adopted Plan:

The Albemarle City Council finds the action to amend the City’s Zoning Map tax record 4171 from zone GHBD/General Highway Business District to R-10/Single-Family Residential District to be consistent with the adopted 2028 Land Use Plan. The 2028 Land Use Plan calls for general residential on the land of interest. The City’s R-10 zone will assist the lands of interest reach their intended goal of general residential and will achieve the public interest.

(Ordinance 20-04 - Rezone an 8.75-Acre Parcel from GHBD to R-10)

ANNOUNCED DELEGATION

Presentation on Opioid Overdose Prevention

Stanly County Health Director David Jenkins and Stanly County EMS Training Officer Dale Chandler provided a presentation to Council on opioid overdose prevention. The presentation covered:

- Reasons why people experiment or use opioids;
- Stanly County data on numbers of opioid overdoses and EMT responses during the period of 2017-2019;
- The type(s) of opioids most frequently available;

- Overdose prevention measures in place, including: a 12-hour, 7-day-a-week EMT coverage to respond to opioid-related calls funded by Blue Cross/Blue Shield grant which is the first program of its kind in the US; drug drop box acquisition and placement throughout the County; provision of Naloxone funded by a Cardinal Health grant; and prevention/treatment/recovery programs in place.
- Overview of the Health Resources and Services Administration Rural Communities Opioid Response Implementation grant (\$1 million in funding); and
- Overview of the NC DHHS Community Linkages to Care project (\$275,000 grant).

Mr. Jenkins and Mr. Chandler answered questions from the Mayor and Council members. Local County and City partners/collaborators include Monarch, Will’s Place, and Gateway of Hope. A question was raised about how those wishing to enter rehabilitation programs or find housing are transported. Stanly County used grant funding to acquire and operate a SUV and van to provide transportation to opioid addicts wishing to receive services or enter rehab programs. In response to a question about total funds received for opioid prevention in 2019, Mr. Jenkins noted that a total of about \$1.4 million in funding was granted to Stanly County.

Councilmember Hall gave an “ataboy” to EMT Dale Chandler for his work with the Blue Cross/Blue Shield opioid addiction prevention program that was highlighted in a recent new article.

Councilmember Aldridge thanked all firefighters, EMTs, and the police for working together and responding in the face of the opioid crisis.

Council thanked Mr. Jenkins and Mr. Chandler for their presentation.

UNANNOUNCED DELEGATIONS

Mr. Bradley Kimrey, a former Will’s Place resident, addressed the Council about his path from opioid addiction to sobriety (he reflected that he has been drug-free and sober 9 months today). He expressed a concern that there still are many other opioid-addicted users who are not aware of services they can access to recover. He further noted that those afflicted with drug addiction are reluctant to approach people with badges and uniforms to seek help.

When questioned about how to better spread information about harm reduction efforts and recovery resources for opioid users, Mr. Kimrey offered that posting articles in the local newspapers would help. It was noted, however, that there have been a series of articles in various local publications in the last year or so about this topic which included specific details of resources available.

Council suggested that since Mr. Kimrey has information on how to help his peers still coping with drug use and addiction, and Mr. Jenkins is a valuable resource to the City of Albemarle and Stanly County regarding opioid addiction prevention and provision of supportive and recovery programs for those who are addicted, they should meet to share information.

Councilmember Aldridge applauded Mr. Kimrey’s courage to come in front of Council about this issue, offered his appreciation for Mr. Kimrey’s work in combatting the epidemic, and wished him well.

ADMINISTRATIVE REPORTS

Departmental Monthly Reports

The Mayor and Council members received monthly departmental reports for December 2019 prior to the meeting. A question was asked about closing out part-time Parks and Recreation employees in December. Parks and Recreation Director Lisa Kiser came to the podium to offer a response. The employees in question were recreation assistants who are site supervisors overseeing the athletic leagues. Parks and Recreation keeps 4 on payroll at a time, but they are only hired for 6 months and so these positions are cycled to cover the year's activities.

Councilmember Hall commented that the Albemarle Neighborhood Theater needs to be publicized more since there are so many good City events there, and attendance has not been high.

Main Street Annual Report Presentation

Ms. Joy Almond, Main Street Manager and head of the Albemarle Downtown Development Corporation (ADDC), presented her Annual Report for the Main Street Program to Council. She highlighted the following activity from July, 2018 – June, 2019:

- Five building facades were completed;
- One building rehabilitation project was completed;
- Three public improvement projects were completed;
- Over \$2.9 million in public and private investments were raised;
- A net total of three full-time jobs were created by downtown businesses (13 jobs created but 10 lost);
- A net total of five part-time jobs were created (6 gained and 1 lost);
- Eight businesses opened, 6 businesses closed, and 1 business expanded (Elite Uniforms, formerly Ethel's Uniforms and Shoes); and
- Over 350 volunteer hours (total 351 hours) were logged supporting ADDC's committee work, downtown events assistance, and beautification projects.

Ms. Almond took questions from Council related to Main Street Program's 4-point approach plan, Board capacity, and the number of volunteers represented in the volunteer hours statistic. ADDC/Main Street's 4-point approach ties into its sub-committee work and the Main Street Program structure: economic vitality (business recruitment and retention); design (beautification efforts, building design, and public art); promotion (advertisement of ADDC programs); and organization (volunteer recruitment). ADDC's Board of Directors currently stands at 10 members; Board capacity is 13. There is opportunity to recruit and seat a few more Board members. For the breakdown of the number of volunteers comprising the 351 volunteer hours logged, Ms. Almond would have to check into providing an exact number, but estimated the number to be 30, which includes members of the 4 sub-committees, folks performing beautification tasks such as flower planting, and event volunteers staffing events such as the wine festival or Outdoorsman Bonanza.

Update: Parking Improvements at E.E. Waddell Community Center

Councilmember Townsend asked for an update on the parking improvements at the E.E. Waddell Center. The Mayor and Council members received designs for the parking lot near the banquet room and the parking lot off of Wall Street prior to the meeting.

Parks and Recreation Director Lisa Kiser provided an update to Council. Stanly Community College (SCC) will be assisting with the grading of the areas for the parking lot improvements/additions. A Memorandum of Understanding (MOU) has been signed with SCC. The goal is to start work in the first week of February, 2020. SCC Heavy Equipment students are expected to assist with this project as part of their spring 2020 semester coursework.

Ms. Kiser also provided an update on the HVAC upgrade project for the E.E. Waddell Community Center Gymnasium. Miles-McClellan has been contracted to complete the design build for the project and is currently designing the schematics. Ms. Kiser needs to change the 1-phase electric process to a 3-phase process due to the need for wiring replacement. The gym will have to be closed during the month of May, but the project should be finished by June 1st.

CONSENT AGENDA

Albemarle ABC Board Appointment

Due to an expiring term, City Council needs to make an appointment to the ABC Board. John McIntyre's term expires on March 16, 2020. The Board is pleased with John's service and would like to see him reappointed.

Consider Road Closures for Mini Medley Relay

The Council considered approval of road closures for the 41st Mini Medley Relay on Saturday, March 21st. The special event permit and request letter were provided to the Mayor and Council prior to the meeting.

Roads to be closed for the Mini Medley relay are:

- * 3rd St from North St. to E. Cannon
- * 4th St from North St. to E. Cannon
- * North St. from 3rd St. to 4th St.
- * E. Cannon from 3rd St. to 4th St.
- * Montgomery Ave from 3rd St. to 4th St.

Consider Approval to Hire Arnett Muldrow for Wayfinding Plan Development

At the August 6, 2019 City Council Workshop, Council received a wayfinding plan presentation from Arnett Muldrow. Staff vetted three wayfinding design firms and recommended Arnett Muldrow to City Council. At that time, the Mayor informed Council and staff that a decision could not be made on hiring a wayfinding design firm until we received notice on awarding of the BUILD grant. Wayfinding was included in the city's application for the BUILD grant and the grant would not fund plans that were approved before the grant was awarded.

In November 2019 the City of Albemarle received notification that it did not receive the BUILD grant. Therefore, staff is requesting that City Council consider the recommendation made on August 6, 2019 to hire Arnett Muldrow to design the city's wayfinding plan. Their proposal represents a balanced approach to wayfinding design and a phased implementation that is desirable from a resource perspective. Arnett Muldrow has worked with our community in the past and our Planning Director, Kevin Robinson, has worked with the firm in his previous job and highly recommends them.

Funds are available in the current budget for the development of this plan. The Mayor and Council received the original wayfinding proposal from Arnett Muldrow prior to this meeting. If approved, staff will get an updated timeline from Arnett Muldrow.

Consider Approval to Absorb Excess Utilities for Public Housing Residents

The Mayor and Council received a memo from staff with details and a request for Public Housing to absorb excess utility charges for residents for the months of October and November 2019 prior to the meeting.

Consider Bids Received for Surplus Scrap Metals Bid 2020-2023

The City of Albemarle received bids for surplus scrap metal on January 13, 2020. Two (2) companies submitted bids for consideration. Staff is recommending the following bids be awarded to: Butch's Recycling for 10,000 lbs. scrap iron (in roll-off container) \$0.035/lb and to Foil's Inc. for 2,000 lbs. scrap copper tubing \$2.15/lb and for 15,000 lbs. scrap aluminum wire (in roll-off container) \$0.2050/lb.

Upon a motion by Councilmember Aldridge, seconded by Councilmember Townsend, unanimously carried, the Council approved the following items as detailed above:

- The reappointment of John McIntyre to another term on the ABC Board;
- Road closures for the 41st Mini Medley Relay on Saturday, March 21st;
- Hiring Arnett Muldrow to design the city's wayfinding plan;
- Absorption of excess utility charges for public housing residents for the months of October and November, 2019; and
- Awarding of bids to Butch's Recycling and Foil's Inc. for recycling of scrap iron, copper tubing, and scrap aluminum wire.

UNFINISHED BUSINESS

Update on Code Violations at 503 Old Charlotte Road

City Attorney David Beaver has been requested to provide an update on this issue. Mr. Beaver noted that the complaint brief has been prepared and filed in court. Mr. Beaver requested a certified copy of the Council minutes authorizing him to file the complaint in court to be submitted along with the complaint.

Other Contract Attorney Work in Progress Discussion

Since this is the last Council meeting which Mr. Beaver will be representing the City of Albemarle, Mr. Beaver asked to clarify with the Council whether he should continue working any unresolved cases. Council affirmed that he should complete all work assigned to him. Council then requested that Mr. Beaver provide an update on any open cases. Mr. Beaver provided a document detailing all cases he is still working on for their review.

Mr. Beaver received the lease for Carolina Treetop Council on January 21st. He will provide the lease addendum and send it to the City Manager. However, the Mayor confirmed that the lease already is approved.

A case involving the City's acquisition of a deed of trust in place for the Crystal Village Subdivision was raised. Mr. Beaver noted that he was contacted recently by Stan West about a deed of trust the City of Albemarle has held to secure a bond for a tract of land to be developed into a subdivision Crystal Village. The City of Albemarle is being asked to release the land or cancel the deed of trust. Council asked whether the deed of trust was still in effect. Mr. Beaver replied that if no action was taken to cancel the trust or release the land involved in the trust, then likely it is still considered in effect. Since the infrastructure of the subdivision has been built (i.e., water/sewer lines, roads, etc.), thus expending the bond secured for that purpose, the Council concluded that the deed of trust was no longer required.

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Councilmember Lowder gave a "shout out" for the East Main/Pee Dee Avenue Road repair. It is the best work she has seen.

Upon a motion by Councilmember Bramlett, seconded by Councilmember Lowder, unanimously carried, Council approved the FY19-20 Pavement Preservation Street Plan as submitted.

Consider Dates for a City Council Workshop on the Parking Plan

Staff would like to present a recommendation for the next phase of the parking plan. Similar to the workshop held on August 6, 2019, when staff originally presented the parking plan, staff would like to set another workshop for March, 2020. Assistant City Manager, Nyki Hardy, vetted potential dates with the Mayor and City Council to determine the most desirable date for the majority of Council. The date options provided were March 3, 4, and 9, 2020. The workshop would be held at 6 pm. The majority of Council is available on Tuesday, March 3, 2020. Staff requests that City Council set the workshop for March 3, 2020 at 6:00 pm.

Upon a motion by Councilmember Hall, seconded by Councilmember Lowder, unanimously carried, Council approved setting the next parking plan workshop for Tuesday, March 3, 2020 at 6:00 pm.

Quarterly Business Update

City Manager Michael J. Ferris asked Council for a delay in the presentation of this report until the next Council meeting. Staff is requesting more time to research job creation data. Council agreed to delay the update until the February 3rd Council meeting.

Reminder: Monroe Corporate Center Visit

The trip to visit the Monroe Corporate Center is scheduled for January 22, 2020. Staff and interested Council members will leave the City Hall parking lot at 12:30 pm and ride in the Parks & Recreation bus. The plan is to be back in Albemarle around 5:00 pm.

COMMENTS

City Manager Michael J. Ferris commended Parks and Recreation Director Lisa Kiser for her conception and organization of the first MLK Day of Employee Service, which was held on Friday, January 17th. There were 50 volunteers who participated. Volunteer efforts took place at Esther House, Habitat for Humanity, the Community Inn, and Park Trail, among others. It was an outstanding event.

Council should take a look at the most recent edition of the employee newsletter *City Connection*. It contained a lot of good articles and features about some of the positive things that City of Albemarle employees do as part of their daily work and in the community. He is proud to be part of an organization where there is care, concern, and compassion among City of Albemarle staff.

Councilmember Townsend had the following remarks or questions:

- He thanked Council and staff for attending this past Saturday's MLK Jr. Prayer Breakfast held at EE Waddell Community Center. He also expressed appreciation for the MLK Day of Employee Service in which he participated. He hopes that this event continues into the future.
- He posed a question about whether the deeds to the land for the hotel project have been settled yet. The Mayor replied a lawyer needs to present it to him and the City Manager for signature in order for the process to move forward.
- City of Albemarle webpage updates as noted by him in the last Council meeting still do not appear to have occurred yet. It is important for the public to have up-to-date information.

Councilmember Hughes requested that the article written by Dr. Mike Walden in the Stanly News and Press on mini-cities, some of which are targeted to retirement communities such as the one in Pittsboro (Chatham Park) be disseminated to Council. The article could

provide further ideas on mixed use development to inform Council's thoughts for the ABC project.

Councilmember Aldridge made the following comments:

- He is glad to hear that this past Saturday's MLK Jr. Prayer breakfast was well-attended and expressed his regret that he was not able to attend.
- He gave a "shout out" to the Police Department fundraising challenge spearheaded by Officer David Hunt on January 11th. Over \$16,000 was raised to support former COA police officer Sergeant Mike Martin's battle with brain cancer. The funds were used to purchase a wheelchair for former officer Martin. Finally he gave a "shout out" and prayers for the Martin family.

Councilmember Lowder commented on the time Council allots for people to speak at a Council meeting. Who decides how much speaking time is allowed? The Mayor responded saying he confirmed with the UNC School of Government that Council has the authority to limit speaker time, although not the topics that can be raised. Councilmember Lowder requested that this item be placed on the agenda for the next Council meeting.

Councilmember Lowder commended Assistant City Manager Nyki Hardy on the well thought out memo presented to Council on the excess utility cost problem facing public housing residents.

Councilmember Bramlett followed Councilmember Hughes's comment about mini-cities and retirement community development. He noted that there is no better rural community than Albemarle ready to become a mini-city and develop a retiree community. Albemarle is ideally positioned and it would be a good opportunity to develop it this way.

Councilmember Whitley provided the following comments:

- The MLK Jr. Prayer breakfast was well-attended and provided good food and a great speaker.
- He requested an update on City recycling. What is the participation rate in the recycling program? Is there a problem locating recycling drop-off sites? Public Works Director Ross Holshouser responded that Waste Management has its own materials recovery facility (MRF) in Winston-Salem, NC and should be transporting City of Albemarle recycling to that location. The Mayor asked if there is any marketing or advertising of the recycling program. The City Manager stated that a bill stuffer providing do's and don'ts tips and the recycling schedule is sent to residents once a year. On the participation rate

question, the City Manager will request that Waste Management provide some statistics. Is this information on the website? The information will be placed on the website as well as the link to Waste Management's page about recycling.

- He attended a Regional Planning Organization (RPO) meeting last week. Right now the group is considering road projects to recommend to NC DOT. RPO will be voting on the project list in March. Typically there are 15 projects which are submitted to NC DOT, with a maximum of 18 projects recommended. Currently some projects might not be taken up so there is room for other projects to be considered. Council can come see him to view the current project list.

Councilmember Hall provided the following comments/questions:

- She gave a "shout out" on the article on mixed use development. Per the Albemarle Business Center development process, she met Mike Manis at a COG meeting a few weeks back. He should be contacting the Economic Development Director Mark Donham by the end of this week (week of January 20th) with more mixed use options.
- At COG meeting, the federal lobbyist announced that a new slate of grant programs and deadlines are coming up. That information will be provided to staff for dissemination.
- Clarification was asked about the Grace Place building – is the front of the building occupied? There is a church occupying the front of the building.
- She gave an "FYI" with distribution of promotional materials for the Stanly County Habitat for Humanity BBQ fundraiser on February 27th
- She noted that she saw on Facebook that HGTV ONE AMERICAN TOWN complete makeover is currently accepting applications from small towns and cities to re-do a small downtown. This is really something that the City of Albemarle should pursue.

Upon a motion by Councilmember Lowder, seconded by Councilmember Townsend, unanimously carried, the meeting was adjourned.

The next regular City Council meeting will be held at 7:00 PM Monday, February 3, 2020 in City Council Chambers.

Print

Title – Ordinance 20-09 - To Amend the FY 19/20 Landfill Budget

Description:

This project has been discussed for several years. The City had budgeted for the estimate cost of this work in previous years. Due to other projects being undertaken at the Landfill at the time, staff made the decision to delay implementation of this project and the funds were moved into a project budget. We have now bid the project and the bids were greater than the amount in the budget. We anticipated that this may occur to some degree, so we budgeted an additional \$50,000 in the current operating budget for the Landfill to appropriate toward this project. The bids have come in even above the estimate, requiring \$80,000 in additional funds to fully fund the project.

The Landfill Fund has an extremely strong reserve and can easily cover the additional funding needs. All funds in the Landfill reserve must be utilized for projects and needs within this fund. There is no issue with our ability to make this appropriation to the project.

Is this item budgeted?

Not Applicable

Fiscal Impact:

Management Recommendation:

ATTACHMENTS:

Name:	Description:
<input type="checkbox"/> Fund_Balance_Trans_for_Gravity_lineORD_20_09_.docx	Appropriating Fund Balance to Project Budget

APPROVALS:

Date/Time:	Approval:	Department:	
3/10/2020 6:08 PM	Approved	City Clerk	
3/10/2020 6:09 PM	Approved	Administration	

ORDINANCE 20-09

AN ORDINANCE TO AMEND FISCAL YEAR 2019-2020 BUDGET

WHEREAS, the Council of the City of Albemarle did on the 10th day of June, 2019 adopt a City Budget for the fiscal year beginning July 1, 2019 and ending June 30, 2020; and

WHEREAS, it is appropriate to amend the expense and revenue accounts in the funds listed for the reason stated;

NOW, THEREFORE, BE IT ORDAINED by the Council of the City of Albemarle, North Carolina, that in accordance with the authority contained in G.S. 159-15, the following are hereby amended as shown and that the total amounts are herewith appropriated for the purpose shown.

	Account Title	Amount	From	To
Expense	Landfill	\$ 80,000	\$3,033,881	\$3,113,881
Revenue	Appropriated Fund Balance	-\$80,000	- 0 -	-\$80,000

Reason: To appropriate Fund Balance to transfer to Gravity Line Project at the Landfill. The construction bids came in higher than anticipated.

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

Member of Council

This ordinance was introduced and passed its reading at the meeting of Council held on March 16, 2020 was adopted and ordered published as by law provided.

Dated: _____, 2020

Mayor

Attest: _____
City Clerk

Print

Title – Ordinance 20-10 - To Increase the Gravity Line Project Budget in the Landfill Fund

Description:

This ordinance increases the Landfill's Gravity Line Project Budget by \$130,000. \$50,000 is from current year appropriations, while \$80,000 is needed from Landfill Reserves. The remaining funds needed to cover the cost of the project were appropriated in previous years and within the project budget.

Is this item budgeted?

Not Applicable

Fiscal Impact:

Management Recommendation:

ATTACHMENTS:	
Name:	Description:
<input type="checkbox"/> ORD_20_10_Amending_GRAVITY_LINE_PROJECT.docx	Amending the GRAVITY LINE Project

APPROVALS:			
Date/Time:	Approval:	Department:	
3/10/2020 6:14 PM	Approved	City Clerk	
3/12/2020 9:40 AM	Approved	Administration	

ORDINANCE 20-10

AN ORDINANCE TO AMEND GRAVITY LINE PROJECT BUDGET AT THE LANDFILL ORIGINAL ORDINANCE # 18-25

WHEREAS, the Council of the City of Albemarle did on the 21st day of May, 2018 adopt a Project budget ordinance pursuant to the Landfill Gravity Line Capital Project as provided by G.S. 159-13.2;

WHEREAS, it is appropriate to amend the Revenue and Expenditure accounts in the funds listed for the reason stated;

NOW, THEREFORE, BE IT ORDAINED by the Council of the City of Albemarle, North Carolina, that in accordance with the authority contained in G.S. 159-13.2, the following are hereby amended as shown and that the total amounts are herewith appropriated for the purpose shown.

Account Title	Amount	From	To
Revenue			
Inter-fund Transfer from Landfill Fund	-130,000	-400,000	-530,000
Expenditure			
Construction, Engineering & Related Costs	130,000	400,000	530,000

REASON: To increase appropriation for project budget because the bids came in higher than anticipated.

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

Member of Council

This ordinance was introduced and passed its reading at the meeting of the Council held on March 16, 2020 and was adopted, and ordered published as by law provided.

Dated _____, 2020.

Mayor

Attest: _____, Clerk

Print

Title – Confirm Date of April 27 for Personnel Policy Workshop

Description:

The meeting will be held from 6:00 p.m. to 8:00 p.m. in the City Hall Community Room. Staff will present recommendations concerning the ways our policies can be updated and modernized based on today's needs and situations. We have identified areas where clarification is needed, improvements required, and changes necessary to meet our needs in hiring and retaining a highly skilled and competent workforce.

Is this item budgeted?

Not Applicable

Fiscal Impact:

Management Recommendation:

ATTACHMENTS:

Name:	Description:
No Attachments Available	

APPROVALS:

Date/Time:	Approval:	Department:	
3/12/2020 1:59 PM	Approved	City Clerk	
3/12/2020 4:20 PM	Approved	Administration	

Title – Award of Informal Bid for the Landfill Gravity Leachate Sewer Line

Description:

City of Albemarle Solid Waste & Recycling Center recently advertised for bid the construction of a gravity leachate sewer line. This project has been discussed for several years. The City had budgeted for the estimated cost of this work in previous years. Due to the landfill employee building project and the forcemain leachate project commencing in the same timeframe, the decision was made to delay the gravity leachate sewer line project until staff had the capacity to effectively implement this project. This project will collect leachate from the Construction and Demolition South fill area and allow it to flow to the leachate lagoon through a gravity sewer system.

Bids were received and opened on Monday, February 24, at 2:30 in the Ray Allen Room; City Hall.

Three contractors bid base on the project (Bid sheet attached):

Dawn Development Company, Inc.- Monroe, NC \$366,507.36

BRS, Inc.- Richfield, NC \$380,077.50

State Utility Contractors, Inc.- Monroe, NC \$887,410.00

Recommendation:

The Specification and Contract Documents were provided to each bidder to ensure that their bids conformed to set parameters. Allowable in each bid, is the option for a mobilization fee which is used to cover expenses associated with the preparatory work and operations in mobilizing for the commencement of the work. Pursuant to Section 01025-1.10. A.1 of the Specification and Contract Documents, the mobilization cost cannot exceed 6% of the total base bid. Following the review of the bids, Dawn Development's base bid price is \$366,507.36 and their mobilization cost is \$41,918.86. Meaning, Dawn Development's mobilization cost is 11.4%. In comparison, BRS, Inc. and State Utility Contractors, Inc. have a 3.2% and 5.6% mobilization cost, respectively. Dawn Development is the only bid with a material non-conformity with the bidding parameters. As advised by the City Attorney, the City needs to ensure that each participant adheres to established parameters in order to safeguard the integrity of the bidding system.

Additionally, we have also been in discussion with our project engineer, HHNT, about utilizing the Alternate Bid Item E.1. – Select Backfill in Trenches (from off-site borrow source). In this case, we plan to remove line item D.11. – Select Backfill in Trenches (from on-site borrow source). In utilizing this option, the bids are:

Dawn Development - \$379,007.36

BRS, Inc. - \$381,577.50

State Utility Contractors, Inc.- \$909,910.00

If we exclude Dawn Development's bid due to non-conformance and utilize the Alternate Bid Item E.1, BRS, Inc. is the lowest bidder. Therefore, it is the recommendation to award the bid to BRS, Inc.

Is this item budgeted?

Yes

Fiscal Impact:

This item has been placed in a project budget, but due to bids coming in higher than the engineer's estimate, a budget amendment will be needed. Monies from the Landfill reserve fund will be used.

Management Recommendation:

ATTACHMENTS:	
Name:	Description:
<input type="checkbox"/> Albemarle-Gravity_Leachate-Bid_Tabulation.pdf	C&D Gravity Leachate Line Bid Wprksheet

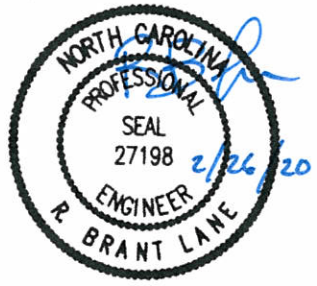
APPROVALS:			
Date/Time:	Approval:	Department:	
3/13/2020 12:00 PM	Approved	City Clerk	
3/13/2020 12:44 PM	Approved	Administration	

**C&D GRAVITY LEACHATE LINE
CITY OF ALBEMARLE LANDFILL
BID WORKSHEET**

JANUARY 2020				Dawn Development Company, Inc.		BRS, Inc.		State Utility Contractors, Inc.	
Item No.	Description	Unit	Estimated Quantity	Bid Unit Price	Bid Price	Bid Unit Price	Bid Price	Bid Unit Price	Bid Price
A.	General								
1	Mobilization and General Conditions	L.S.	1	\$ 41,918.86	\$ 41,918.86	\$ 12,000.00	\$ 12,000.00	\$ 50,000.00	\$ 50,000.00
2	Construction Surveying, including as-built surveys	L.S.	1	\$ 14,500.00	\$ 14,500.00	\$ 5,300.00	\$ 5,300.00	\$ 8,500.00	\$ 8,500.00
3	Performance and Payment Bonds	L.S.	1	\$ 13,000.00	\$ 13,000.00	\$ 4,000.00	\$ 4,000.00	\$ 9,000.00	\$ 9,000.00
B.	Erosion and Sediment Control								
1	Silt Fence	L.F.	778	\$ 4.00	\$ 3,112.00	\$ 2.75	\$ 2,139.50	\$ 5.00	\$ 3,890.00
2	Stone Check Dam	Ea.	4	\$ 50.00	\$ 200.00	\$ 100.00	\$ 400.00	\$ 300.00	\$ 1,200.00
3	Temporary Grassing	Ac.	1	\$ 2,000.00	\$ 2,000.00	\$ 1,600.00	\$ 1,600.00	\$ 2,000.00	\$ 2,000.00
4	Permanent Grassing	Ac.	1	\$ 2,000.00	\$ 2,000.00	\$ 2,100.00	\$ 2,100.00	\$ 2,500.00	\$ 2,500.00
C.	Site Preparation / Earthwork								
1	Clearing and Grubbing	L.S.	1	\$ 15,000.00	\$ 15,000.00	\$ 6,253.00	\$ 6,253.00	\$ 12,500.00	\$ 12,500.00
2	Remove and Replace Rip-Rap Lined Ditch	L.S.	1	\$ 10,000.00	\$ 10,000.00	\$ 6,000.00	\$ 6,000.00	\$ 6,500.00	\$ 6,500.00
3	Reshape and Line Ditch with Double Sided Excelsior Matting (Min. 8' Wide in Invert of Ditch)	L.F.	800	\$ 6.00	\$ 4,800.00	\$ 1.75	\$ 1,400.00	\$ 4.00	\$ 3,200.00
4	GAB for Road Repair after Construction (Includes Placement)	Tons	800	\$ 10.00	\$ 8,000.00	\$ 33.50	\$ 26,800.00	\$ 41.00	\$ 32,800.00
5	5' wide soil berm, Including Structural Fill and Grading (Material from On-Site Borrow Area)	L.S.	1	\$ 4,500.00	\$ 4,500.00	\$ 6,000.00	\$ 6,000.00	\$ 6,500.00	\$ 6,500.00
6	24" Dia. Reinforced Concrete Pipe (RCP)	L.F.	60	\$ 75.00	\$ 4,500.00	\$ 60.00	\$ 3,600.00	\$ 150.00	\$ 9,000.00
7	Solid Rock Excavation	C.Y.	300	\$ 150.00	\$ 45,000.00	\$ 38.00	\$ 11,400.00	\$ 200.00	\$ 60,000.00
D.	Gravity Leachate System								
1	6" Solid HDPE Pipe, Including all Connections	L.F.	21	\$ 62.50	\$ 1,312.50	\$ 168.00	\$ 3,528.00	\$ 265.00	\$ 5,565.00
2	Leachate Collection Trench and Piping with 6" Thick Compacted Soil Bedding (Including all Connections)	L.F.	120	\$ 62.50	\$ 7,500.00	\$ 170.00	\$ 20,400.00	\$ 315.00	\$ 37,800.00
3	Leachate Collection Trench and Piping with 2' Thick Compacted Clay Bedding (Including all Connections)	L.F.	5	\$ 400.00	\$ 2,000.00	\$ 170.00	\$ 850.00	\$ 310.00	\$ 1,550.00
4	Remove Existing PVC Riser and Stone Sump near Sta. 17+65, Install 2' Compacted Clay in Bottom of Sump Area, and Backfill with Soil from On-Site	L.S.	1	\$ 3,000.00	\$ 3,000.00	\$ 600.00	\$ 600.00	\$ 7,500.00	\$ 7,500.00
3	No. 57 Stone, for wet trench conditions	Tons	190	\$ 60.00	\$ 11,400.00	\$ 35.00	\$ 6,650.00	\$ 45.00	\$ 8,550.00
6	8" Dia. HDPE SDR 11 Leachate Sewer, 0' - 6' Cut	L.F.	589	\$ 18.00	\$ 10,602.00	\$ 77.00	\$ 45,353.00	\$ 265.00	\$ 156,085.00
7	8" Dia. HDPE SDR 11 Leachate Sewer, 6' - 12' Cut	L.F.	376	\$ 26.00	\$ 9,776.00	\$ 98.00	\$ 36,848.00	\$ 295.00	\$ 110,920.00
8	10" Dia. HDPE SDR 11 Leachate Sewer, 0' - 6' Cut	L.F.	329	\$ 24.00	\$ 7,896.00	\$ 114.00	\$ 37,506.00	\$ 275.00	\$ 90,475.00
9	10" Dia. HDPE SDR 11 Leachate Sewer, 6' - 12' Cut	L.F.	75	\$ 40.00	\$ 3,000.00	\$ 80.00	\$ 6,000.00	\$ 305.00	\$ 22,875.00
10	10" Dia. HDPE SDR 11 Leachate Sewer with Side Slope Installation, including bollards	L.F.	390	\$ 41.00	\$ 15,990.00	\$ 120.00	\$ 46,800.00	\$ 300.00	\$ 117,000.00
11	Select Backfill in Trenches (from on-site borrow source)	C.Y.	500	\$ 50.00	\$ 25,000.00	\$ 12.00	\$ 6,000.00	\$ 20.00	\$ 10,000.00
12	5' Dia. Standard Manhole Construction, including Protective Coating , Invert, Bottom, Frame, Cover, Bedding, Connections, and Stub-outs Complete	V.F.	55	\$ 1,500.00	\$ 82,500.00	\$ 1,350.00	\$ 74,250.00	\$ 1,700.00	\$ 93,500.00
13	Load and Haul Waste from Trench Excavation to the MSW Landfill Working Face	C.Y.	900	\$ 20.00	\$ 18,000.00	\$ 7.00	\$ 6,300.00	\$ 20.00	\$ 18,000.00
Total Bid				\$ -	\$ 366,507.36		\$ 380,077.50		\$ 887,410.00

E.	Alternate Bid Items								
1	Select Backfill in Trenches (from off-site borrow source)	C.Y.	500	\$ 75.00	\$ 37,500.00	\$ 15.00	\$ 7,500.00	\$ 65.00	\$ 32,500.00
2	5' Dia. Standard Manhole Construction, including Invert, Bottom, Frame, Cover, Bedding, Connections, and Stub-outs Complete (No Protective Coating)	V.F.	55	\$ 1,200.00	\$ 66,000.00	\$ 1,150.00	\$ 63,250.00	\$ 1,100.00	\$ 60,500.00
3	Contractor shall provide hourly rates for equipment and operators for all equipment to be used during construction if hourly work is directed by Owner	L.S.	1	(Attach Rate Sheet)	(Attach Rate Sheet)	(Attach Rate Sheet)	(Attach Rate Sheet)	(Attach Rate Sheet)	(Attach Rate Sheet)

I hereby certify that this is a true and accurate copy of the bids received on February 24, 2020



Print

Title – Discussion of Landscaping and Irrigation for Police Department Project

Description:

One of the items the City is handling separately and outside of any existing contract for this project is landscaping. We have an estimate based on a design that would install irrigation and new plantings, as well as utilize existing plantings where possible. The City would remove the existing landscaping and a contractor would install fresh soil, plants, mulch and the irrigation system. Estimates are approximately \$32,000 for the landscaping and \$7,500 for the irrigation system. Final cost will vary based on final plans and what is able to be installed. This property has always been well landscaped and we want to continue with this. The plan would be to install low growing and low maintenance trees and shrubs. We would need Council's authorization to proceed with spending project funds on landscaping as this is possible with budgeted funds.

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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Print

Title – Consider Water and Sewer Tap Installation for Homes of Hope Future Duplex

Description:

Mayor Pro Tem Hall requested this item be placed on the agenda. Homes of Hope is requesting that the City consider installing 3 water taps and 1 sewer tap for the Crown Point property to be developed into affordable duplexes under the Homes of Hope Permanent Supportive Housing Program.

Is this item budgeted?

Not Applicable

Fiscal Impact:

Management Recommendation:

ATTACHMENTS:

Name:	Description:
<input type="checkbox"/> Homes_of_Hope_Crown_Point_Water-Sewer_Tap_Request.docx	Homes of Hope Water-Sewer Tap Request

APPROVALS:

Date/Time:	Approval:	Department:	

Homes of Hope – City Council Request for Water and Sewer Taps

March, 2020

Since 2005, Homes of Hope has been operating a transitional housing program for Stanly County families without homes. To date, more than 100 families have benefited from this program. The goal for each family is to assist in getting the family stable in every way possible, including finding a long term housing solution. Many times our families can transition into existing Stanly County housing with little trouble. Other families have more difficulty, mainly because of limited income, and risk upsetting the stability we've all worked so hard to achieve. An income based housing unit is often the best solution for these families and we have been able to place smaller families into some of the income based apartments in Stanly County over the years. But these units often have long waiting lists. Our agreement with Public Housing allowing some of our families to move to the top of the waiting list has been tremendously helpful, but often that waiting list time-wise does not work, or it is not the appropriate long term solution for the family.

Three years ago, Homes of Hope began a Permanent Supportive Housing Program in which a transitional housing unit was converted to a long term rental to assist the family in remaining stably housed. The rent paid is set at no more than 30% of income. This arrangement also enables Homes of Hope to continue to support the family which is not always possible when families move into their own rental housing. In 2018 Homes of Hope purchased a house on 4th Street to expand the Permanent Housing Program, and then converted another transitional home to use for the program.

Homes of Hope was presented with an opportunity to buy a piece of property on Crown Point that is large enough for 2 duplexes which provide for more housing units for the income based program. This would increase the affordable housing unit to 7. A drop in the bucket, but at least a start. We project that the rent charged for these homes will be enough to cover maintenance and repairs, along with a part-time service provider. The City of Albemarle provided a water tap for a sprinkler system when we were starting the Community Inn in 2009. The Community Inn has provided emergency housing for more than 800 men, women, and children of Stanly County since then. Our hope is that the City of Albemarle will join our efforts in providing much needed low income housing for our community by providing 3 water taps and 1 sewer tap for the Crown Point property. Thank you.

Respectfully submitted by Skeet Ayscue

Print

Title – Consider a Closed Session Pursuant to N.C.G.S. 143-318.11(a) (4) & (6) - Economic Development and Personnel

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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Print

Title – Adjourn to April 6, 2020 for a Regular Council Meeting

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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