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Regular Meeting
Monday, March 2, 2020
7:00 PM
Council Chambers
Meeting Agenda

Call Meeting To Order:

1. Mayor Michael

Invocation:

2. Mayor Michael

Special Presentations:

3. Presentation of a City of Albemarle Retirement Certificate to Larry Davis - 33.58 years of service

Approval Of Minutes:

4. Consider Approval of February 11, Adjourned and Closed Meeting Minutes and the February 17, Regular and Closed Meeting Minutes

Agenda Adjustments:

Announced Delegations:

5. Commission for Accreditation on Law Enforcement Agencies (CALEA)
6. Boys Scouts of America Troop 191 sponsored by Central United Methodist Church
7. Recycling Participation & Market Trend Updates
8. Stanly County Schools School Resource Officer Grant

Unannounced Delegations:

Administrative Reports:

9. Status of Various City Development Projects
10. Update on Minimum Housing Code Issues
11. Update Regarding the Public Housing 5-Year Agency Plan and Capital Fund Program

Municipal Calendar:

12. Municipal Calendar

Consent Agenda:

13. Ordinance 20-07 - To Establish the 2019 Capital Funds Budget for the Department of Public Housing
14. Ordinance 20-08 - To Establish the 2020 Capital Funds Budget for the Department

of Public Housing

New Business:

15. Consider Awarding Bid for Public Housing Exterior / Interior Door Replacement Project
16. Resolution 20-01 for Financing with First Citizens
17. Albemarle Business Center Infrastructure Construction

Adjournment:

18. Adjourn to March 3, 2020 at 6:00 p.m. for a Parking Plan 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 – 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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Print

Title – Presentation of a City of Albemarle Retirement Certificate to Larry Davis - 33.58 years of service

Description:

Larry's entire career with the City was spent in the City's Parks and Recreation Department. His complete work history is attached.

Is this item budgeted?

Not Applicable

Fiscal Impact:

Management Recommendation:

ATTACHMENTS:	
Name:	Description:
<input type="checkbox"/> Larry_Davis_Work_History.pdf	Work History

APPROVALS:			
Date/Time:	Approval:	Department:	

Larry Davis

Last Working Day: 01/31/2020

Retirement Date: 02/01/2020

06/08/1986	Temporary Employee-Maintenance
10/05/1986	Laborer II
01/19/1992	Parks Maintenance Worker
07/15/2007	Parks and Recreation Crew Leader
02/25/2008	Superintendent of Parks
07/05/2015	Parks & Recreation Maintenance Supervisor
01/31/2019	Remained in position until retired
02/01/2019	Retired with a total of 33.58 years

Print

Title – Consider Approval of February 11, Adjourned and Closed Meeting Minutes and the February 17, Regular and Closed Meeting Minutes

Description:

Is this item budgeted?

Not Applicable

Fiscal Impact:

Management Recommendation:

ATTACHMENTS:

Name:	Description:
<input type="checkbox"/> February_11_2020_Adjourned.docx	February 11 2020 Adjourned Minutes
<input type="checkbox"/> February_17_2020_Minutes.docx	February 17 2020 Regular Minutes

APPROVALS:

Date/Time:	Approval:	Department:	

ADJOURNED MEETING CITY COUNCIL
February 11, 2020

The City Council of the City of Albemarle met in an adjourned session focusing on strategic budget planning on Tuesday, February 11, 2020 at 4:00 p.m. in the Ray Allen Community Room of City Hall. Mayor Ronnie Michael and the following Councilmembers were present, to-wit: Mayor Pro Tem Martha Sue Hall, Chris Bramlett, Martha E. Hughes, Shirley E. Lowder, Dexter Townsend, and Christopher Whitley. Absent: Councilmember Bill Aldridge.

Also present were the following City of Albemarle staff:

- Michael J. Ferris – City Manager
- Nyki Hardy – Assistant City Manager
- Britt A. Burch – City Attorney
- Cindy Stone – Clerk/Assistant to the City Manager
- Mark Donham – Economic Development Director
- Chief T. Pierre Brewton – Fire Department
- Colleen Conroy – Finance Department Director
- Jacob Weavil – Assistant Director Finance Department
- Dana Chaney – Human Resources Department Director
- Owen Squires – Information Systems Department Director
- Lisa Kiser – Parks and Recreation Department Director
- Kevin Robinson – Planning and Development Services Director
- Chief David Dulin – Police Department
- Judy Redwine – Public Utilities Department Director
- Ross Holshouser – Public Works Department Director

Facilitating the session were:

- Geraldine Gardner – Centralina Council of Governments
- Emily Parker – Centralina Council of Governments
- David Cheatwood – First Tryon
- Rajat Moondhra - First Tryon

Introduction and Meeting Overview

City Manager Michael J. Ferris opened the session by welcoming everyone and briefly summarizing the intent of the meeting and its connection to the November 2019 budget strategic planning retreat. He then introduced the consultants from Centralina Council of Governments and First Tryon. They would continue their role in facilitating the Council budget planning process in tonight's session to focus Council's budget priorities to help inform City staff's direction in building the FY2020-21 budget.

Emily Parker from Centralina Council of Governments (CCOG) began with an overview of the agenda, ground rules review and a summary of how the meeting would proceed. She noted that this budget session would build on the November 2019 Council budget sessions.

A review of key terms included:

- Priority Area – Thematic; sets budget foundation
- Investment Opportunities – Goals guiding budget development
- Budget Line Items – Specific budget requests

The session objectives are:

- Review financial information;
- Discuss new investment opportunity priorities coming from the November 2019 retreat; and
- Determine Council budget priorities for the FY2020-21 budget to give guidance to Staff to build the budget.

The vision for the session invoked the metaphor of flying a plane: Council's task was to fly the plane (investment opportunity prioritization) and the Staff's role is to land it (draft budget from Council prioritizations).

Financial Position Overview

Emily noted that Council had received the cash investment and current liabilities, property values, sales tax revenue analysis, and debt service schedule sheets in a packet emailed the prior week. This information corresponded to Tab 2 in the Council's budget binders.

Council reviewed the information and had the following questions, which Staff answered:

Q1: When does the City get the final tax property value number?

A1: We have to wait for the Stanly County numbers. However, the City uses the tax assessor figure to provide a buffer between the estimated and real amount budgeted.

Q2: When would the next county property tax revaluation impact the City's budget?

A2: The property tax revaluation funds would be available for the City's FY 2021-22 budget year.

Q3: What is the current "snapshot" of the electric fund balance?

A3: It is listed at the \$3.8-\$3.9 million range.

Q4: What is the definition of "reserve" from Staff's perspective?

A4: It is the amount that we (the City) anticipate paying for future projects.

Q5: What is the reserve in the City's electric fund?

A5: That reserve currently sits at \$3.8 million. Councilmember Bramlett requested that in the future this reserve amount be set as a line item.

General Fund and Capital Improvement Project Assessment

David Cheatwood from First Tryon presented two (2) scenarios of general fund/capital improvement projects to Council. This information was provided via email the week prior to allow Council to review the information before this session. In the two scenarios, some general fund items were either “turned on” (computed in the funding scenario) or “turned off” (not computed in the funding scenario) to give Council an idea of how big expenditure items might impact the City’s debt ratio, whether tax increases would have to be considered in order to maintain the general fund balance at 20%, and the impact on the unassigned fund balance.

In Scenario 1, First Tryon “turned on” or allocated two “big ticket” line items, namely replacing Ladder 11 truck and Fire Station 2. Graphs were presented to show that if Council approved this funding scenario for the next fiscal year, either the unassigned fund balance would decrease in order to pay the debt on these items, and a tax increase would be needed in order to service the debt and not draw down on the general fund nearer to the minimum 8% reserve that the State of North Carolina requires.

In Scenario 2, First Tryon substituted the ladder truck purchase with a purchase of an engine truck, as well as renovating Fire Station 2 instead of replacing it. With this scenario, no tax increase would need to be considered, and the unassigned fund balance could be used to pay down the debt on those two (2) items.

After this presentation, Council members were asked if they had any questions. The following questions/comments and corresponding answers were discussed:

Comment/Question: Since the Fall 2019 budget sessions a new Fire Department Chief has been hired, which could create a different perspective on “big ticket” expenditures Council would have to consider. How could this impact budget planning now?

A: Considering budget line items before issuing debt is wise, since once the debt is issued, the City is locked into the debt repayment schedule. Another way to look at this potential scenario is to plan for the expenditure to be allocated at a different time in the fiscal year, which would delay any debt repayment until later in the fiscal year.

Q: When can Council talk about the Pfeiffer Health Sciences Center development project and whether or not to allocate funds to supporting the project?

A: That will be covered in the investment opportunities and gap priority setting after break.

The session was adjourned for dinner break.

Investment Opportunities Assessment and Priority Area Setting

Emily from CCOG brought the group back into session with a summary of the next segment of the session. Council reviewed priority areas during the November 2019 budget sessions. From that work, eighteen (18) investment opportunities were identified to build the framework to assess budget priorities. For the investment opportunities there were four (4) feasibility areas by which each was assessed:

1. Is there a need for additional planning or scoping to define the specific projects or activities needed?
2. Could an investment opportunity be implemented using existing resources (staff)?
3. Is City funding needed to implement?
4. Is there an opportunity to partner with external parties to implement?

Based on this assessment, CCOG analyzed the investment opportunities and noted that there are seven (7) investment opportunities raised by Council in the fall 2019 sessions that require further discussion with Council about their feasibility. There are ten (10) investment opportunity areas which came out of the fall 2019 sessions which are clear and require Council's prioritization in this session. There was one (1) opportunity area which the City Manager will address as an operational issue.

The next exercise would have Council review these seven (7) new investment opportunities areas with input from the City Manager on current resources vested in each, as well as City staff ideas on how each investment opportunity could be addressed. For each new investment opportunity area, Council tonight would decide whether to place on the overall priority areas list or not for FY2020-21.

Investment Opportunity Area 1: Economic Development: Attracting Industry, Business Park

Per the materials provided by Staff, current City activities being implemented for this priority include examples such as: acquisition of business park land; completing design plans for infrastructure; and active participation in a variety of economic development associations; among others. Some examples of Staff-suggested opportunities include: partnership with/representation on the County's Economic Development Council (EDC); marketing/advertising; and funding among others.

Council was asked a few prompt questions by the facilitator, which elicited discussion as follows:

Q: Is Council satisfied with current City efforts in this area?

Council responses:

- If we want to do more in terms of marketing and advertising what the City has to offer to potential employers, there needs to be a cohesive idea on what the business park is.
- We need additional resources for business park development.
- We need more potential opportunities to put on the line.
- It is hard to market until something is built, for example, infrastructure.
- We could consider a possibly different use for the business park.
- We have three (3) parks to develop currently – why don't we work with the three (3) we have already acquired?

- What types of businesses or industries are we to bring or build?

Q: Does Council want to move this investment opportunity area onto the priority list, or keep it as it's being funded now?

A: Council agreed to move ***Economic Development: Attracting Industry, Business Park*** to the priority list.

Investment Opportunity Area 2: Economic Development: Downtown Focus

Current City activities being implemented for this priority include examples such as: the commercial maintenance code; infrastructure to enhance and support the Pfeiffer project (sidewalks, street trees, EDA grant for drainage improvements, parking enhancements, focus groups, CCOG proposal for residential development); Streetscape Implementation (Alleyway Project – Wayfinding Plan); and work with property owners on needs and plans for their properties; among others. Some examples of Staff-suggested opportunities include: business owner's association and coordination; funding for the commercial maintenance code and wayfinding/streetscaping; need for a signature event; and supporting existing businesses through revolving loans; among others.

Council was asked a few prompt questions by the facilitator, which elicited discussion as follows:

Q: Is Council satisfied with current City efforts in this area?

Council responses:

- We could buy property and resell it at fair market value. For example the City “swapped” parcels with Stanly County and offered that parcel to Pfeiffer to build the new Health and Sciences Building. If the City wanted to do this as a development strategy, then there would have to be an analysis of public benefit conducted on potential parcels.
- The City should consider developing 2nd floor apartments above businesses. City staff could facilitate making that happen if Council decided there was a need for it.
- What about small business start-up grants for entrepreneurs? An example of this kind of incentive program is in Hendersonville where they have \$15,000 grants for businesses to relocate to downtown.

Q: Does Council want to move this investment opportunity area onto the priority list, or keep it as it's being funded now?

A: Council agreed to move ***Economic Development: Downtown Focus*** to the priority list.

Investment Opportunity Area 3: Business Support and Start-Ups

Current City activities being implemented for this priority include examples such as: seek and coordinate state and local grants to assist with investment and job creation (i.e., Enforge and Quality Enclosures); respond to business inquiries and needs and provide assistance; develop co-working

space downtown; among others. Some examples of Staff-suggested opportunities include: revolving loan program for new businesses; partnerships with the County for small business development; and stronger Chamber of Commerce involvement.

Council was asked a few prompt questions by the facilitator, which elicited discussion as follows:

Q: Is Council satisfied with current City efforts in this area?

Council responses:

- Reinvest funds.
- Need specific departmental input from Staff in order to help Council make better decisions.

Staff responded as follows:

- Available properties are our biggest challenge right now, but the commercial maintenance code should help with this.

Q: Does Council want to move this investment opportunity area onto the priority list, or keep it as it's being funded now?

A: Council agreed to move ***Business Support and Start-Ups*** to the priority list.

Investment Opportunity Area 4: Digital and Tech (online and digital presence)

Current City activities being implemented for this priority include examples such as: social media messaging via Facebook, LinkedIn, Twitter and Instagram; and an interactive website with citizen engagement functionality. Some examples of Staff-suggested opportunities include dedicated staff to manage and promote the City's online and digital presence.

Council was asked a few prompt questions by the facilitator, which elicited discussion as follows:

Q: Is Council satisfied with current City efforts in this area?

Council responses:

- More City presence is needed at COA events (i.e., Motown revue).
- The City needs to show that it is aware of the critical issues in the community, as well as what is going on in the community.
- We need to work on fillable forms, as well as the capability to register for services and pay online. A Public Information Officer position could fulfill all of these needs.

Staff responded as follows:

- We have the basics re: digital and online presence. We also have interactivity with the Granicus municipal online system, but we could do better with a dedicated staff person.
- Granicus is available for a re-work and upgrade. Staff meetings with Granicus consultants has shown that the upgrade would provide more features such as what Council is seeking and would

cost around \$20,000. However there would be about a 10-month period needed to develop the new system and test it. The absolute earliest the City could have the newer version of Granicus would be April 2021 if Council agreed by the end of this fiscal year to fund the upgrade.

- Some of the gaps in providing more online and digital presence have occurred as staff has turned over. Information System staff is limited in time to provide ongoing training to new hires to operate Granicus and other system features.

Q: Does Council want to move this investment opportunity area onto the priority list, or keep it as it's being funded now?

A: Council agreed to move **Digital and Tech** to the priority list.

Investment Opportunity Area 5: Community Health and Opioids

Current City activities being implemented for this priority include examples such as: Staff attendance at Project Lazarus meetings (but plan to support promotion and awareness of recovery resources); the DARE program; Police Department visits to overdose patients to provide them with information on recovery programs; child safety seat inspections; athletic programming and other activities at Parks and Recreation; among others. Some examples of Staff-suggested opportunities include improved coordination and information sharing among agencies in Stanly County that work on opioid and other substance abuse disorders.

Council was asked a few prompt questions by the facilitator, which elicited discussion as follows:

Q: Is Council satisfied with current City efforts in this area?

Council responses:

- COA should support Stanly County and Monarch, which have significant resources and grants.
- We need communal awareness of the drug takeback program initiated by the Police Department.
- Should the City lobby to have a mental health or detox facility constructed in the County?
- We do need improved coordination with other agencies.

Q: Does Council want to move this investment opportunity area onto the priority list, or keep it as it's being funded now?

A: Council agreed to keep this investment opportunity area at its current funding levels.

Investment Opportunity Area 6: City Facilities: Parks, Culture/Arts, Amenities

Current City activities being implemented for this priority include examples such as: full-service Parks and Recreation programming; a large park system which houses features like walking trails, disc golf, passive recreation, a dog park, pools, tennis courts, etc.; Albemarle Neighborhood Theater; Carolina Treetop Adventure; among others. Some examples of Staff-suggested opportunities include:

more funding; more staffing; an active Arts Council; County funding for Parks and Recreation activities and programming; among others.

Council was asked a few prompt questions by the facilitator, which elicited discussion as follows:

Q: Is Council satisfied with current City efforts in this area?

Council responses:

- Give funds to cultural and other entities.
- Enhance our City parks such as City Lake Park with amenities like paddleboats and picnic shelters.
- Coordination with the County for marketing and advertising, such as the use of a county-wide events calendar.

Staff responded as follows:

- We do need more staffing for more coverage.
- We do need an active Arts Council, to which a Council member replied that there is an active arts council but it is nonprofit.

Q: Does Council want to move this investment opportunity area onto the priority list, or keep it as it's being funded now?

A: Council agreed to keep this investment opportunity area at its current funding levels.

Investment Opportunity Area 7: Citizen Engagement

Current City activities being implemented for this priority include examples such as: surveys (special events, electric system customer service); social media presence; Main Street Program committees; the Community Coordinator position in the Police Department; Employee Service Day; and the Nehemiah Project (City partnering with faith-based nonprofit to interact with at-risk youth); among others. Some examples of Staff-suggested opportunities include dedicated staff for marketing, promoting and sharing information about the City, and increasing citizen engagement.

Council was asked a few prompt questions by the facilitator, which elicited discussion as follows:

Q: Is Council satisfied with current City efforts in this area?

Council responses:

- Invite retired employees to the City Christmas event and City picnic.

Q: Does Council want to move this investment opportunity area onto the priority list, or keep it as it's being funded now?

A: Council agreed to keep this investment opportunity area at its current funding levels.

This concluded Council's prioritization of the seven (7) investment opportunity areas from the November 2019 session. Emily summarized that from this exercise, Council decided to add four (4) more priority areas to the ten (10) already-existing ones, bringing the new total of budget priority areas to fourteen (14).

The facilitators called a short break.

Review of Budget Priority Areas and Council Prioritization Exercise

Emily brought the group back into session by reviewing the priority areas list with Council. The priority areas combined from the November 2019 session and tonight's session are:

- **Priority Area 1: Enhance Talent & Compensation Management to Build & Retain a Diverse Workforce – Opportunity #3: Pay Study and Salary Adjustments:** This priority would fund a pay study and recommendations coming from that study. A Councilmember asked for clarification about the pay study – wasn't it done recently? Staff responded that the City's last pay study was conducted in 2014, which in today's job market is too dated. Pay studies should be completed every 2 years.
- **Priority Area 2: Build Organizational Capacity and Efficiency to Support Effective City Government – Opportunity #1: New Talent:** This priority would fund: a Public Information Officer; Code Enforcement Officer; Planning and Development intern; and fleet maintenance technician.
- **Priority Area 3: Advance Resources Designed to Protect our Residents & Safeguard the City – Opportunity #1: Life Safety:** This priority would fund a fire engine truck or ladder truck; Fire Department hydraulic tools and equipment; and Fire Department confined space rescue equipment.
- **Priority Area 3: Advance Resources Designed to Protect our Residents & Safeguard the City – Opportunity #2: Cyber security:** This priority would fund secure network access controls and on-premise data backup storage system.
- **Priority Area 4: Invest in Infrastructure to Ensure quality Service Delivery – Opportunity #1: Electric System Improvements:** This priority would fund: Increase 3-phase lines **reclosers** reclosers replacement project; increase pole inspection & replacement project; and increase tree trimming program.
- **Priority Area 4: Invest in Infrastructure to Ensure quality Service Delivery – Opportunity #2: Infrastructure & Road Improvements & Maintenance:** This priority would fund an increase in pavement maintenance and continued implementation of the Downtown Parking Plan.
- **Priority Area 5: Develop Community and City Assets to Grow the Economy and Improve Community Appearance - Opportunity #1: Community Beautification and Appearance:** This priority would fund continued implementation of the Commercial Maintenance Code and a Code Enforcement Officer.
- **Priority Area 5: Develop Community and City Assets to Grow the Economy and Improve Community Appearance - Opportunity #2: Commercial Code Enforcement:** This priority would fund a Code Enforcement Officer.

- **Priority Area 6: Enhance Community Amenities to Engage Multiple Generations - Opportunity #1: Park Facility & Grounds Improvements:** This priority would fund: the modernization of the weight room at the EE Waddell Community Center; repave the entrance and road in Chuck Morehead Park; modernize playground equipment; modernize Rock Creek Park dugout benches; and develop multipurpose fields at Chuck Morehead Park.
- Plus the other 4 from this session: **Investment Opportunity Area 1: Economic Development: Attracting Industry, Business Park; Investment Opportunity Area 2: Economic Development: Downtown Focus; Investment Opportunity Area 3: Economic Development: Business Support and Start-Ups; and Investment Opportunity Area 4: Digital and Tech (online and digital presence).**

Emily tasked Council with prioritizing the above mentioned investment opportunities using 4 levels: critical; high; medium; and low. She suggested the Council take into account the feasibility of the investment opportunities when making their choices.

From the prioritization exercise, the facilitators noted that the top 3 choices of Council were: **Investment Opportunity Area 1: Economic Development: Attracting Industry, Business Park; Investment Opportunity Area 2: Economic Development: Downtown Focus; Investment Opportunity Area 3: Economic Development: Business Support and Start-Ups.** The Mayor noted that these were all areas representing long-term projects which would take years to realize.

The facilitators suggested that if Council as a group wanted to take those three (3) items out of the selection group and prioritize the remaining investment opportunities to further advise City staff on Council budget priorities, then that could be accommodated. Council agreed to conduct a second prioritization exercise. The results were as follows (with facilitators tabulating the total of Councilmember choices from last round and this one):

- Code Enforcement (total 8 votes)
- Infrastructure and Road Improvements (total 7 votes)
- New administration staff positions (total 6 votes)
- Parks and Recreation Grounds Improvement (total 6 votes)
- Cyber security (total 5 votes)
- Pay study (total 4 votes)

The facilitators concluded the budget session by summarizing next steps. A final analysis report will be drafted and sent to the City Manager and preliminary budget requests will be placed in the system over the next few weeks.

The session ended and City department heads and the facilitators left the meeting.

ElectriCities Rate and Cost of Service Study Proposal

The City Manager asked if Council would remain, along with the Assistant City Manager, the City Attorney, the Clerk/Assistant to the City Manager, and Public Utilities Department Director to

discuss a proposed ElectriCities base rate increase. The rationale for the base rate increase is to provide more operational stability for the electric power system.

A handout consisting of proposed rate change summary documents for residential, commercial and high-usage customers was provided to the group. The City Manager explained that a facilities charge is being proposed, *however* the net effect on the average electric user over time would allow for a decrease in monthly usage rates, which would equate to a slight decrease in a user's monthly bill. For example, in the first sheet of the handout, an average residential user's rate structure was summarized. In this example a decrease of 3.9% per kilowatt hour for the average residential user would be realized.

The second sheet detailed the sample residential rate design. The third sheet showed a sample commercial rate design. Again, much like the average residential customer, although the average commercial customer would see a slight base rate increase, their overall monthly usage would show a decrease. A Councilmember asked about the proposed base rate increase for a "super user." Those customers also would see an overall usage rate decrease, and therefore would not see a difference in cost for their average monthly bill.

A Councilmember requested that Staff provide a sample rate design for a small general service user. The City Manager replied that this rate change will also reclassify residential and commercial user categories. As a result, some user categories will not exist once the rate change takes effect. This reclassification would bring equity to usage categories.

The City Manager concluded his update by noting that the implementation of any changes in the proposal would be a part of his FY 20/21 Budget proposal.

Closed Session

The Mayor requested that Council remain to discuss some economic development and real estate matters and asked Council to call for a motion to enter into closed session pursuant to N.C.G.S. 143-318.11(a)(4) – Economic Development and N.C.G.S. 143-318.11(a)(5) – Real Estate.

Upon a motion by Councilmember Hughes, seconded by Councilmember Lowder, unanimously carried, Council moved into closed session pursuant to N.C.G.S. 143-318.11(a)(4) – Economic Development and N.C.G.S. 143-318.11(a)(5) – Real Estate.

Return to Open Session

Upon a motion by Councilmember Hall, seconded by Councilmember Lowder, unanimously carried, Council returned to open session. Mayor Michael stated that a Closed Session was held pursuant to N.C.G.S. 143-318.11(a)(4) – Economic Development and N.C.G.S. 143-318.11(a)(5) Real Estate. No Council decisions or actions will be taken as a result of the closed session.

Upon a motion by Councilmember Hall, seconded by Councilmember Hughes, unanimously carried, the meeting was adjourned until Monday, February 17, 2020 at 7:00 p.m. in Council Chambers in City Hall.

REGULAR MEETING CITY COUNCIL

February 17, 2020

The City Council of the City of Albemarle met in a regular session on Monday, February 17, 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 February 3, 2020 regular and closed sessions were approved as submitted.

PUBLIC HEARINGS

Ordinance 20-06: Consider ZMA-20-03 to Rezoning a 3 Parcel on Pennington Road from R-10 to R-8

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 considering the rezoning of three adjoining parcels (Tax#14323, 14348, 31281) totaling 8 acres from R-10 single family residential to R-8 two family residential district. 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. The owner requested that 3 parcels owned by the J.W. Sr. & S. A. Lambert Family Trust be rezoned from R-10 to R-8. One parcel (Tax Record 14323) is split-zoned, with approximate .02 acres in the south east corner zoned Two-Family Residential (R-8). The owner plans to place a manufactured home on one of the parcels for personal use.

The Planning and Zoning Board recommended approval for rezoning of the one parcel (tax#14323), 9-0 at its February 3, 2020 meeting, but was opposed to rezoning the other 2 parcels to R-8.

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

Upon a motion by Councilmember Hall, seconded by Councilmember Hughes, unanimously carried, the following request for rezoning of parcel tax#14323 was approved with the following Statement of Zoning Consistency with Adopted Land Use Plan:

The Albemarle City Council finds the action to amend the City's Zoning Map tax record 14323 from zone R-10/Single-Family Residential District to R-8/Two Family Residential 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-8 zone will assist the lands of interest reach their intended goal of general residential and will achieve the public interest.

Upon a motion by Councilmember Hall, seconded by Councilmember Lowder, unanimously carried, Council approved maintaining the 2 remaining parcels of the rezoning request tax#14348 and 31281 at R-10 with the following Statement of Zoning Inconsistency with Adopted Land Use Plan:

The Albemarle City Council finds the action to amend the City's Zoning Map tax records 14348 and 31281 from zone R-10/Single-Family Residential District to R-8/Two-Family Residential to be inconsistent 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-8 zone does not align well with future general residential and will not achieve the public interest.

Upon a motion by Councilmember Hughes, seconded by Councilmember Whitley, unanimously carried, Council approved Ordinance 20-06.

(Ordinance 20-06 – Transfer a 2.78 +/- acre Property on Pennington Road also defined as Tax Record 14323 from R-10/Single Family Residential District to R-8/Two Family Residential District)

AGENDA ADJUSTMENTS

The Mayor requested the following agenda adjustments:

- 1. Removal of item 4: Announced Delegations: Mr. Howard Spencer – To Discuss Leaning Trees on Richardson Street;
- 2. Addition of a request by Stanly County's Visitor's Convention Bureau to consider sponsoring and installing a sign at Morrow Mountain State Park to be discussed at the end of the meeting;
- 3. Addition of an update on grant submission on behalf of the Fire Department to be discussed at the end of the meeting; and
- 4. Addition of closed session pursuant to N.C.G.S. 143-318.11(a)(1) Prevent Disclosure of Confidential Information, N.C.G.S. 143-318.11(a)(3) Consultation with an Attorney, and N.C.G.S. 143-318.11(a)(5) Real Estate.

Upon a motion by Councilmember Hall, seconded by Councilmember Townsend, unanimously carried, Council approved the agenda adjustments.

ADMINISTRATIVE REPORTS

Departmental Monthly Reports

The Mayor and Council members received monthly departmental reports for January 2020 prior to the meeting.

Councilmember Hall had the following questions/comments related to the reports:

- Did the City lose the School Resource Officer (SRO) for the high school? The former SRO Chris Haley is now working for Monroe City Police Department. His replacement is Cameron Harrington.
- “Attaboy” went out to the Police Department for the amount of drugs taken in last month.
- “Attaboy” went out to the Parks and Recreation Department for hosting a sold-out Motown review show on February 7th.
- Per the Human Resources report:
 - A suggestion was made to list the findings of the employee health screening program.
 - Councilmember Hall inquired about next step now that we have generalized information from recent wellness activities. Councilmember Lowder asked if there was a follow up plan for employees with screenings which indicated health issues. The City Manager replied that only the employees received their results directly. Human Resources Director Dana Chaney will look into next steps regarding City wellness activities.
 - It is good to see that the Employee Assistance Program (EAP) is being used.
 - When is the new Employee Handbook being released? It is slated for release in July, 2020.
 - A plea was made for the City to retain the employees the City has currently rather than let them leave for other local or regional employers.

Census 2020 Update – Jay Voyles, Development Coordination Specialist

Mr. Jay Voyles, Development Coordination Specialist in the Planning and Development Services Department presented an update on Census 2020 planning efforts in Albemarle and Stanly County. A PowerPoint presentation was provided to Council prior to the meeting and was projected during his presentation. Highlighted points of the presentation included:

- Why the Census is important;
- Identifying and building outreach efforts to target populations such as the homeless, veterans, people with disabilities, the underserved, senior citizens, foreign-born immigrants, renters, and those who have limited or no English proficiency;
- Plans for increasing response rates, such as canvassing during City or other large community events, social media blasts showing sample Census forms and questions, and for the first time ever allowing the Census to be conducted online or by phone. The City of Albemarle target response rate is 80% of all residents responding.

- Building partnerships with other city and county groups to spread information about the Census and encourage Census survey completion. Groups engaged include: Stanly County Schools, Stanly County Senior Services, YMCA, the Rotary Club of Albemarle, and surrounding municipalities.
- Outreach tools created include public service announcements to be aired as videos and scripts on social media, sample questionnaires, posters for target populations, flyers, and a media blast in the Stanly County Schools during the Statistics in Schools week from March 2nd through 6th.
- Status update on efforts to update City of Albemarle Census boundaries to include all residents considered in City limits, including 2 recent annexations in 2017 and 2019. The City is ready to deliver Census boundaries changes to the Stanly County GIS point of contact to be added into the Federal Census boundaries map ahead of the March 1st deadline.
- Efforts to ensure confidentiality of respondents per the duty of Census employees to keep information confidential per Title 13, and how the Census Bureau is encrypting information, limiting access to a respondent's record, and will monitor systems used to ensure security.
- More than 200 Census workers are still needed for Stanly County at this point. Qualifications needed to obtain a Census job are: a high school diploma or GED, and a reliable form of transportation.

Council had a few questions after the presentation. They were:

1. What sort of safety net does the Census Bureau have for verifying that the responses received are accurate and truthful? Staff will inquire and provide Council with a response.
2. How does the county and city plan to address outreach to the target populations? Outreach efforts will occur in the EE Waddell Community Center and the senior center. During the recent point-in-time count of the homeless, information about the upcoming Census was provided. There will be Census worker presence at the upcoming ACE event. Census partners also are planning to hold meetings for hard-to-reach populations such as the Latinx community during the Census open period.
3. Will the City get a list of non-responders? The Census Bureau has indicated that from March 24th onward, live updates on response rate by Census tract will be provided.
4. What is the plan to follow up with non-responders? The process will be to first send a mailer, then 2 weeks later if a household has not responded a reminder postcard will be sent, and finally after another 2 weeks, a Census worker will visit the household.
5. How is the hiring process for Census staff coming along for the Stanly County area? How many more Census workers are needed for our area? For those who have applied, are they being notified on a first-come-first-serve or as-needed basis? Staff will inquire and provide Council with a response.

Council thanked Mr. Voyles for his presentation.

CONSENT AGENDA

Ordinance 20-05: Budget Amendment in Public Works Department

This budget amendment moves funds from the closed Employee Facility project to legal work related to this facility. The amendment also reflects revenues from the sale of assets received on trade-in for equipment and insurance proceeds in Public Works General Fund and the Landfill Fund used to purchase new equipment.

Upon a motion by Councilmember Townsend, seconded by Councilmember Hall, unanimously carried, Council approved Ordinance 20-05.

(Ordinance 20-05 – Budget Amendment in Public Works Department)

NEW BUSINESS

Consider Approval of Financing Bids for Equipment

Staff is requesting Council approve financing bids for three pieces of equipment for the Public Works Department as listed below. These items are included in the FY19/20 Budget and are a total principal amount of \$439,885. Finance has prepared a bid tabulation with total evaluated costs of each bid.

- Leeboy Asphalt Paver
- Ford F450 Dump Truck
- Scarab Street Sweeper on a Peterbuilt 220 Dual Drive Cab-Over Chassis

Upon a motion by Councilmember Hall, seconded by Councilmember Aldridge, and unanimously carried, Councilmember Hughes was excused from this discussion/motion due to a potential conflict of interest. Councilmember Hughes left Council Chambers.

Upon a motion by Councilmember Whitley, seconded by Councilmember Lowder, with 5 votes for and 1 vote against, Council approved the lowest total evaluated bid from First Citizens Bank for financing the three pieces of equipment. Those voting in favor of the motion were Councilmembers Lowder, Whitley, Hall, Townsend, and Aldridge. Voting against the motion was Councilmember Bramlett.

Councilmember Hughes returned to Council Chambers.

Reminder: Stanly County Council on Governments Meeting

Stanly County will host the next COG meeting on Tuesday, February 25th in the Commons Meeting Room, Stanly Commons with a meal being served at 6:30 p.m. followed by a presentation from Janet LaBar, President & CEO of the Charlotte Regional Business Alliance.

Reminder: Stanly County Chamber of Commerce Annual Meeting

The Stanly County Chamber of Commerce's Annual Meeting will be held from Noon - 2:00 p.m. on Wednesday, February 26th at Atrium Health Stanly.

COMMENTS/UPDATES

The Mayor started by thanking all of the Public Utilities department personnel and all City Staff who dedicated a lot of time to ensure electricity was restored and storm cleanup was addressed related to the storm that came through earlier in the month.

City Manager Michael J. Ferris provided the following requests/updates:

FY2020-21 Winter Budget Sessions: A reminder was given that the placeholder date of February 18th is no longer needed to hold a second budget session, as the goal of the February 11th budget session was accomplished.

Stanly County Visitor's Convention Bureau Request

Mr. Chris Lambert with the Stanly County Visitor's Convention Bureau (CVB) recently contacted the City Manager about the City of Albemarle's in donating a utility pole and installing the pole at Morrow Mountain for a CVB sign project. The CVB is coordinating the issues related to the State Park System.

The Mayor called for a motion about the City donating a utility pole and installing the pole for the sign project. purchasing and placing the signage. Upon a motion by Councilmember Hughes, seconded by Councilmember Aldridge, and unanimously carried, Council approved the purchase and installation of signage at Morrow Mountain State Park.

Fire Department Grant Update

Meeting with new Fire Chief Pierre Brewton, the City Manager was apprised of a new grant application being developed by the Fire Department in conjunction with Keller Partners for FEMA's Assistance to Firefighters Grant. The grant would cover confined space rescue equipment and extrication equipment, which are costly. An application was submitted to the Firehouse Subs Public Safety Foundation for these items, but the City was not selected for funding.

Councilmember Updates/Comments:

Councilmember Hall provided the following comments:

- As a delegate of the Centralina Council on Governments (CCOG), handbooks and educational materials are regularly handed out to her. CCOG materials were given to the Clerk/Assistant to the City Manager to be distributed to various Administration staff for City staff use.
- An FYI was given about a January 26th article about opportunity zones.

- CCOG would be happy to facilitate a session on mixed use planning and development for Council at no cost.
- FYI: There is a grantwriting workshop at CCOG on March 18th.
- FYI: The NC General Assembly has passed changes to the zoning codes.
- FYI: “Love Where you Live” grant opportunity is available through CCOG to support projects that would enhance community pride and engagement in regional communities.
- FYI: David Hollars, Workforce Development Director at CCOG, recently gave a report on training and economic development activity occurring in the region. He is someone with some good ideas about economic development who might be a resource for Staff.
- Have the thank you letters gone out to fire chiefs supporting our firefighting efforts a few weeks back? The letter is drafted and is being reviewed by the City Manager.
- A clarification about the fatal shooting recently was sought: was the shooting in the public housing complex? Police Chief Dulin came to the podium to respond. He stated that the shooting did not occur in the public housing complex.

The dialogue continued with a concern raised about a recent online posting citing Albemarle as one of the highest ranked regional small cities for crime. This prompted a query about the police department’s call in program and whether that was netting any additional information towards solving crimes. Chief Dulin replied that the program was effective in bringing in offenders to talk about their knowledge of crimes that had been committed and informing them that they would be prosecuted at the highest level possible if they did not cooperate. However, he noted that the District Attorney had advised the Police Department that it could not continue the program as it had been set up because the theoretical exchange of information about offenders’ possible knowledge of crimes would violate client-attorney privilege. That effectively quashed the program. It takes significant efforts from all areas of law enforcement to make a program like the call in program succeed. As a result, the Police Department is looking to develop other strategies to address the crime problem.

A comment was made that an aspect of the call in program that made it effective was the application of other supportive resources for offenders, such as aid with finding employment. Chief Dulin agreed that the supportive approach is something that the Police Department would like to revive now. The position that Shanta Williams vacated is about to be filled by Sergeant Starr Gaines, who could be an asset to reworking the call in program.

Councilmember Hall concluded this segment of her comments by asking the current status of vacant positions in the Police Department. Chief Dulin responded that there are 5 positions open currently. For 2 positions, they are looking at finalists now and are awaiting psychological testing results, and for 1 position they are hoping to hire a local resident and are just waiting on the results of a background check.

CLOSED SESSION

Upon a motion by Councilmember Hall, seconded by Councilmember Whitley, unanimously carried, Council approved moving into closed session pursuant to N.C.G.S. 143-318.11(a)(1) Prevent Disclosure of Confidential Information, N.C.G.S. 143-318.11(a)(3) Consultation with an Attorney, and N.C.G.S. 143-318.11(a)(5) Real Estate.

RETURN TO OPEN SESSION

Upon motion by Councilmember Hall, seconded by Councilmember Hughes, unanimously carried, the Mayor and City Council reconvened to open session. Mayor Michael stated that a closed session was held pursuant to N.C.G.S. 143-318.11(a)(1) Prevent Disclosure of Confidential Information, N.C.G.S. 143-318.11(a)(3) Consultation with an Attorney, and N.C.G.S. 143-318.11(a)(5) Real Estate. No Council decisions or actions will be taken as a result of the closed session.

The Mayor asked if there were any further comments Council members wished to make. Councilmember Hall reminded Council that there is a Special Events Committee meeting scheduled for this Wednesday, February 19th at 6 p.m. at the Niven Center. She wanted to know if other members of the City Council would be in attendance, as the fall 2020 City special event schedule will be discussed.

Upon a motion by Councilmember Aldridge, seconded by Councilmember Hughes, unanimously carried, the meeting was adjourned to the next regular City Council meeting on Monday, March 2, 2020 at 7:00 p.m. in City Council Chambers.

Print

Title – Commission for Accreditation on Law Enforcement Agencies (CALEA)

Description:

CALEA Assessors, Mr. Richard Barnhart and Ms. Kari Ann Williams would like to address Council regarding the Accreditation process.

Is this item budgeted?

Not Applicable

Fiscal Impact:

Management Recommendation:

ATTACHMENTS:	
Name:	Description:
<input type="checkbox"/> Albemarle_NC - March2020-Roster.doc	On-Site Assessment Team

APPROVALS:			
Date/Time:	Approval:	Department:	
2/24/2020 2:25 PM	Approved	City Clerk	
2/24/2020 2:25 PM	Approved	Administration	

ON-SITE ASSESSMENT TEAM

Albemarle Police Department

Albemarle, NC

March 2, 2020 - March 5, 2020

Captain David A. Hunt, **Accreditaiton Manager**

(704) 984-9519

mailto:dhunt@albemarlenc.gov

ASSESSORS

Chief Richard Barnhart

TEAM POSITION: L

300 East Central Avenue
West Carrollton, OH 45449

(937) 694-5891
mailto: r-barnhart@sbcglobal.net

Richard Barnhart retired from the West Carrollton Police Department in October 2013 after 30 plus years of service. Richard served as the Chief of Police for thirteen years prior to retiring. Richard has an Associates Degree from Clark State College in Law Enforcement Technology. He is a graduate of the 185th Session of the FBI National Academy. Richard graduated from the Police Executive Leadership College (PELC) and is a Certified Law Enforcement Executive (CLEE) through the Ohio Association of Chiefs of Police. Richard has been a CALEA Assessor for seventeen years.

Captain Kari Williams
Valdosta Police Department

TEAM POSITION: M

500 Toombs Street
Valdosta, GA 31601

(229) 293-3099
mailto: kwilliams@valdostacity.com

Kari Williams is the Captain of the Professional Standards Unit and the Accreditation Manager for the Valdosta, Georgia Police Department. She began her career with the Valdosta Police Department in April 1995, serving in patrol, narcotics, investigations and professional standards before being promoted to Captain of Professional Standards in 2016. She has a Bachelor's degree in Criminal Justice from Valdosta

State University and is currently seeking a Master's Degree in Public Safety Administration at the Georgia Law Enforcement Command College at Columbus State University. She is a certified General Instructor. Early in her career, Captain Williams joined the department's newly formed Tactical Operations Unit. She was the first female member of the unit and the only female to be assigned to the unit's entry team. In May 2010, Captain Williams was recognized by the United States Department of Justice and the Federal Bureau of Investigations for her work on a local case. Captain Williams is a newly assigned CALEA Assessor.

Print

Title – Boys Scouts of America Troop 191 sponsored by Central United Methodist Church

Description:

Scouts in this troop are working on their Citizenship in the Community badge. They would like Council to recognize them as a troop. Scouts will introduce themselves to Council and may ask questions of Council.

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 – Recycling Participation & Market Trend Updates

Description:

Marilyn Wells with Waste Management will present to Council the percentages of City residents that are currently participating in curbside recycling. She will also be able to update Council on the current state of local and regional market trends in the recycling industry and provide any answers that Council may have.

Is this item budgeted?

No

Fiscal Impact:

Management Recommendation:

ATTACHMENTS:	
Name:	Description:
<input type="checkbox"/> Recycling-Myths.pdf	Recycling Myths

APPROVALS:			
Date/Time:	Approval:	Department:	
2/24/2020 2:28 PM	Approved	City Clerk	
2/24/2020 2:29 PM	Approved	Administration	



RECYCLE OFTEN.
RECYCLE RIGHT.



Mixed Curbside Residential RECYCLING MYTHS



To Learn More Visit: [RecycleOftenRecycleRight.com](https://www.RecycleOftenRecycleRight.com)

#Recycling101

It's time to get back to the basics of good recycling.

The fact is that some recycling actions make a bigger impact than others. So please remember these three basic rules the next time you recycle:



Recycle empty bottles, cans, paper and cardboard.



Keep food and liquid out of your recycling.



Empty recyclables directly into your cart.
NO bagged recyclables.
Return plastic bags to a local grocer.

You'd be amazed by how big of an impact just following these simple rules can have!

But what about the other materials we encounter in our day-to-day lives?

Use these recycling rules, expert tips, and dispel all recycling myths to be an effective recycling ambassador every day.

Identify the myths of recycling and become an expert.



MYTH: Most Americans recycle all they can.

ANSWER: False

Research shows convenience and commitment are required for maximum recycling. For instance, is there more than one location in a household to store recyclables? If not, recyclables in areas other than the kitchen get thrown away. Additionally, is there only one

committed recycler in a household (usually) the person who picks up after everyone)? If so, studies indicate making this a family/partner affair, where everyone participates, allows the most recycling of the right materials.



MYTH: The recycling arrows (Mobius) on a container mean it is recyclable at a Material Recovery Facility (MRF).

ANSWER: Only in some cases

Manufacturers strive to get eco-friendly information on their product labels. It sells. The FTC requires that a product have at least 60% access to local programs (like Material Recovery Facility processing) across the U.S. to include the Mobius on their products. However, the Mobius is not a reliable

indicator of whether something gets recycled. There are thousands of plastic products and packaging, and each one has its own unique chemical recipe. Many plastics cannot be made into new products at this time. Recycle plastics by shape: bottles, jars, jugs, and tubs.



MYTH: Containers must be squeaky clean in order to be recycled.

ANSWER: False

While all bottles, cans, and containers should be clean, dry, and free of most food waste before you place them in your recycling container, they don't need to be spotless. The goal is to make sure they

are clean enough to avoid contaminating other materials, like paper. Try using a spatula to scrape cans and jars, or using a small amount of water and shake to remove most residue.



MYTH: It doesn't matter if something belongs in the recycling cart, the hauler will sort everything anyway.

ANSWER: False

There are increasing amounts of non-recyclables sent to Material Recovery Facilities, and every single one of them must be removed by hand by trained staff and/or mechanically sorted, or they end up contaminating high value recyclables. Non-recyclable garbage placed into recycling containers increases the cost of the recycling process and will increase the cost of garbage and recycling collection service.

Similarly, recyclable items placed into garbage containers are usually hauled to a landfill. Recyclables in a landfill cannot be recovered effectively. Even if further processing takes place, the full value is lost. The right thing to do is to put all the right recyclables in the recycling container and non-recyclables into the garbage containers. Recyclables with the greatest impact are bottles, cans, and paper.



MYTH: Hoses, tanks, shower curtains, swing sets, etc. are made of plastic, so they must be recyclable.

ANSWER: False

If it's not "bottles, cans, or paper" it probably doesn't belong in your curbside mixed recycling cart and may even require special handling. Just because an item is made from plastic, or contains plastic

parts, doesn't mean recycling facilities can handle it. There are other resources (e.g., Earth911.org) that can help answer questions about what to do with non-recyclables or household hazardous waste.



MYTH: All types of glass bottles and jars are recyclable.

ANSWER: Varies by jurisdiction

Glass recycling varies by jurisdiction. Glass collection varies widely in communities across the U.S. Some communities collect glass at drop off locations only, some collect glass separately at the curb or with other containers, and many include glass with all other recyclables. Bottle

bill laws in CA, CT, OR, IA, MI, ME, VT, MA, NY allow for the return of a per-bottle deposit when bottles are returned to return-centers or retailers for recycling. Please refer to your community's website for information on glass recycling in your local community.



MYTH: Aerosol cans are acceptable in the recycle bin.


ANSWER: Varies by jurisdiction

Most of recycling programs accept empty/dry aerosol cans. Aerosol cans without the caps are recyclable if they are empty/dry. If they are not, then they could be dangerous. Some fires are caused in baler chambers from trace amounts of can chemicals, and cans have been known to become projectiles when densified/





baled if propellant is still present. Waste Management facilities and commodity vendors accept steel, mixed metal, and aluminum aerosol packages. Multi-material aerosol packages are not recyclable. There is no gray area here from a processor standpoint. However, some cities still list aerosols on their no-recycle lists. Check with your local municipality for further information.

Understanding basic recycling rules and tips.





RECYCLE ALL BOTTLES, CANS, PAPER, AND CARDBOARD

Item	Rule	Expert Tip
Plastic Bottles & Containers 	Recycle plastics like empty bottles, jars, jugs, and tubs by their shapes. Chasing arrows don't necessarily indicate recyclability.	Caps are now recyclable, but you must put them back on empty containers before tossing in the bin.
Food & Beverage Cans 	Recycle all empty tin, aluminum, and steel cans.	Empty aerosol cans can also be recycled. If the can has a plastic lid, you should remove it.
Paper 	Paper, newspaper, and magazines are good to recycle.	Soiled and wet paper should be placed in the trash.
Flattened Cardboard & Paperboard 	Flatten and recycle all cardboard and paperboard.	Break down and flatten cardboard boxes to make room for more materials to fit in your recycling.

NO PLASTIC BAGS

Item	Rule	Expert Tip
<p>NO Bagged Recyclables</p> 	<p>Do not bag recyclables. They must be loose in the bin!</p>	<p>If you store your recyclables in a bag, simply dump them out when you get to your bin and reuse the bag!</p>
<p>NO Plastic Bags</p> 	<p>Plastic bags are included in a few curbside programs, check with your local program.</p>	<p>Do not bag recyclables. Plastic bags get tangled in equipment and threaten worker safety. Find where you can recycle them at plasticfilmrecycling.org.</p>
<p>NO Plastic Wraps & Film</p> 	<p>Plastic wrap, bubble wrap, plastic sandwich bags, and freezer bags should not go in the recycle bin.</p>	<p>Reuse whenever possible for presents, moving, or storage of similar items.</p>
<p>NO Flexible Packaging</p> 	<p>Flexible packaging like chip bags and juice or soup pouches cannot be recycled in curbside programs.</p>	<p>This type of packaging is made from multiple materials preventing it from being recycled. It must be trashed.</p>





TRASH IT INSTEAD

Item	Rule	Expert Tip
<p>NO Garden Hoses, Rope, Leashes, Wire & String</p> 	<p>Garden hose, rope, leashes, wire, and string should never go in the recycle bin.</p>	<p>These wrap around equipment, threaten the safety of MRF workers, and can shut down entire recycling centers! Ensure they only go in the trash.</p>
<p>NO Dirty Diapers</p> 	<p>Dirty diapers' and pet waste's yuck factor increase when they end up where they shouldn't—the recycle bin!</p>	<p>These will soil all of the recyclables, turning the load to trash. Trash these instead and keep recyclables clean.</p>
<p>NO Cups with Plastic or Wax Coating</p> 	<p>Cups with plastic or waxed coatings are not recyclable.</p>	<p>The plastic lid should be trashed as well.</p>
<p>NO Polystyrene Foam & Plastic</p> 	<p>Polystyrene foam and plastic "to-go" containers and cups are made of unrecyclable materials, and cannot be collected curbside.</p>	<p>Packing peanuts aren't recyclable either, however some shipping stores will take peanuts back for reuse.</p>

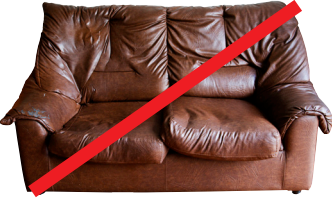



KEEP ITEMS CLEAN AND DRY

Item	Rule	Expert Tip
<p>NO Food Waste</p> 	<p>Scrape out all cans and jars, empty liquids, and put scraps in the compost.</p>	<p>Food scraps and liquids may seem harmless, but they could turn a whole load of recycling to trash.</p>
<p>NO Soiled Paper Towels</p> 	<p>Soiled paper towels, napkins, and tissues are not recyclable.</p>	<p>Compost the soiled stuff, and remember to recycle the paper towel cardboard tube.</p>
<p>Food & Beverage Containers</p> 	<p>Recycle empty milk cartons, juice boxes, and food cartons.</p>	<p>Make sure containers are completely empty to avoid contamination.</p>
<p>Pizza Boxes</p> 	<p>Cardboard pizza delivery boxes without leftovers or liners should be recycled.</p>	<p>Empty the box of all food residue and recycle.</p>


COMMON RECYCLING MISTAKES

Item	Rule	Expert Tip
<p>Glass Bottles & Jars</p> 	<p>Glass recycling rules vary by city, county, and state.</p>	<p>Check for local recycling programs – there could be drop off locations, curbside pickup, and comingled options.</p>
<p>NO Needles</p> 	<p>Medical waste doesn't belong in curbside recycling or waste!</p>	<p>Needles can cause serious injuries to workers, so dispose of them in a safe container like Waste Management's MedWaste Tracker® box, or contact your local service provider.</p>
<p>NO Scrap Metal, Auto Parts & Tires</p> 	<p>Metal waste (car parts, propane cylinders, lawn mowers, and microwaves) cause damage and are safety hazards if put in curbside recycling or waste bins.</p>	<p>Check locally for special collection options or take them to a local retailer or scrap recycler for donation or proper recycling.</p>
<p>NO Large Household Items</p> 	<p>Commonly, household items such as clothing, textiles, shower curtains, swimming pools, and fencing don't belong in the recycle or waste bin.</p>	<p>Check local programs for local reuse and recycling options first, before putting them in your waste bin.</p>

COMMON RECYCLING MISTAKES

Item	Rule	Expert Tip
<p>NO Furniture</p> 	<p>Furniture does not belong in curbside recycling or trash collection!</p>	<p>While very damaged or unusable furniture is best suited for your local junkyard, many organizations accept donated furniture they can resell to the public.</p>
<p>NO Appliances</p> 	<p>Appliances are not accepted in curbside recycling or trash collection.</p>	<p>Organizations like Habitat for Humanity's ReStore accept new and gently used appliances for donation and resell them to the public. For proper disposal, check with your manufacturer or take the item to your local transfer station.</p>
<p>NO Electronics</p> 	<p>Televisions, laptops, and small electronics like cellphones are not accepted in curbside recycling or waste bins. In some states, these materials are even banned from your bins!</p>	<p>Check for local e-waste programs that often accept these items for donation and refurbish them to give them another life or can ensure they are properly recycled.</p>
<p>NO Batteries</p> 	<p>Batteries can destroy recyclable material and even worse – they injure workers and cause fires! Lithium-ion batteries and other batteries don't belong in curbside recycling or trash containers.</p>	<p>Order a Waste Management Recycle By Mail battery kit, or contact your local service provider for a convenient solution.</p>

COMMON RECYCLING MISTAKES

Item	Rule	Expert Tip
<p>NO Clothing/Textiles</p> 	<p>Clothing, rugs, bedding, and other textiles are not recyclable. They can be placed in the trash or given a second life through reuse.</p>	<p>Goodwill, Salvation Army, Value Village, and other organizations that take donated items often accept textiles. Even textiles that are unusable can live a second life as new products such as insulation or furniture stuffing.</p>



Find more recycling resources like posters,
bin labels, videos, and activities at
www.RecycleOftenRecycleRight.com
[#Recycling101](https://twitter.com/Recycling101)

Print

Title – Stanly County Schools School Resource Officer Grant

Description:

Ms. Beverly Pennington with the Stanly County Schools applied for and received a grant that would pay 2/3 of an additional SRO for elementary schools for two years. It is Chief Dulin's understanding that they would like the first payment from the City in the current school year and the second payment in FY 20/21. Each payment from the City would be 50% of 1/3 of the cost the grant does not cover (approx. \$8,333.50 City share). This means we would not have the benefit of the officer for the full fiscal year. 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 officer's expenses, unless additional grant money is received.

Is this item budgeted?

Not Applicable

Fiscal Impact:

Management Recommendation:

ATTACHMENTS:

Name:	Description:
No Attachments Available	

APPROVALS:

Date/Time:	Approval:	Department:	
2/24/2020 7:16 PM	Approved	City Clerk	
2/24/2020 7:16 PM	Approved	Administration	

Print

Title – Status of Various City Development Projects

Description:

A request was made by Councilmember Hughes to provide an update on a series of renovation or construction projects in the City. A summary document is attached. The projects for which an update is being provided include:

1. Pfeiffer University Center for Health and Sciences Building
2. Reserve Apartments
3. Atrium Health Stanly 3rd and 4th floor renovations
4. COA new Police Department building
5. New EMS base at Hilco and Barnard Street
6. Local Walmart renovations
7. GHAutism Morrow Valley project

Is this item budgeted?

Not Applicable

Fiscal Impact:

Management Recommendation:

ATTACHMENTS:	
Name:	Description:
<input type="checkbox"/> Council_City_dev_project_updates_Hughes_request.docx	Update on City projects summary

APPROVALS:			
Date/Time:	Approval:	Department:	

Projects Update – February, 2020

1. Pfeiffer University Center for Health and Sciences Building
 - Per Stokes Construction contact, 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 & 4th floor renovations
 - 4th floor renovation complete as of January 2020; 3rd floor patients have been moved to 4th floor.
 - 3rd floor renovation just started; estimated completion Spring 2021.
4. New City of Albemarle police department
 - Scheduled for completion in March 2020
 - Move in Summer 2020 due to active reaccreditation process ongoing currently
5. New EMS base @ Hilco and Barnard Street
 - As of February 2020: Foundation set; steel girders are up; currently working on brickwork.
 - Current “guesstimate” for completion: August/September 2020 (subject to weather delays).
6. Local Wal-mart renovations – Per Adam (Manager on duty 2/12/2020), renovations are confirmed to be complete at the Albemarle store.
7. GHAutism Morrow Valley project link: <https://www.ghautismsupports.org/morrow-valley-farmstead/>
 - Construction began in September, 2019.
 - Anticipated Opening: May – July, 2020.

Print

Title – Update on Minimum Housing Code Issues

Description:

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 April 4th, 2020. If the 4th doesn't work for whatever reason, our permits are good for a week so we would conduct the burn sometime during that week of April 4th.

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.

Is this item budgeted?

Not Applicable

Fiscal Impact:

Management Recommendation:

ATTACHMENTS:	
Name:	Description:
No Attachments Available	

APPROVALS:			
Date/Time:	Approval:	Department:	

Print

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

Description:

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. For more details, please see the attached memo from Interim Public Housing Director Garry Lewis.

Note: At tonight's City Council meeting, Council will be approving budget ordinances for 2019 and 2020 Public Housing capital funds awarded by HUD.

Is this item budgeted?

Not Applicable

Fiscal Impact:

Management Recommendation:

ATTACHMENTS:	
Name:	Description:
<input type="checkbox"/> 2020-2024_Agency_Plan_Updates_for_City_Council_MEMO.doc	Public Housing Memo- 5 year plan update
<input type="checkbox"/> FY2020_CFP_Annual_Statement.doc	Public Housing FY2020 Capital Fund Annual Statement
<input type="checkbox"/> FY2020 - FY2024_Five-Year_CFP.doc	Public Housing FY2020-FY2024 Capital Fund Action Plan
<input type="checkbox"/> Public_Housing_Capital_Funding.xlsx	Capital Funds Available- Public Housing

APPROVALS:			
Date/Time:	Approval:	Department:	

February 27, 2020

TO: Nyki Hardy, Assistant City Manager

FROM: Garry M. Lewis, Interim Director Public Housing

SUBJECT: FY2020 – FY2024 Five Year Agency Plan and FY2020 Annual Updates

Please find enclosed for your information the FY2020 Capital Fund Grant Statement awarded by HUD, the FY2020– FY2024 Five Year Action Plan, and proposed policy changes. A public hearing is required before this information can be submitted for HUD approval. The public hearing has been advertised in the News & Press and will be held on April 2nd 2020, 10:00 am at Amhurst Gardens' community building and at Elizabeth Heights' community building April 2nd at 2:00 pm for public comment. The Five Year Plan and annual updates will be presented to City Council again after the public hearing in April 2020 for official approval.

The 2020 Capital Fund Grant is as follows:

Operations	\$75,000
Management Improvement	\$ 5,000
Administration	\$ 5,000
General Capital Activity	\$457,581
Total	\$542,581

Please note that the FY2020 Capital Fund will be implemented to cover the Interior/Exterior Door Replacement Bid, and other 2018 Real Estate Assessment Center (REAC) inspection items.

The proposed policy changes are as follows:

Public Housing Lease- Interim decreases in rent shall be effective on the 1st day of the month following the month in which the change was reported in writing & verification is completed to the satisfaction of the Department of Public Housing, as long as the verification has been completed by the twenty-fifth (25th) day of the month.

Public Housing Preferences – Applicants referred to the Department of Public Housing by the local transitional housing agencies, Homes of Hope and Esther House, will receive public housing preference. Both agencies serve the homeless population in Albemarle and surrounding areas.

Public Housing – Increase the fine charged for failure to keep residents' yards debris-free from \$25 to \$50. This is being increased to hopefully spur residents to maintain yards. The current fine seems to have no effect.

Public Housing – Partial rent payments will not be received.

Public Housing – Applicants, residents, or voucher holders will be charged \$0.25 per sheet for copies of forms and papers for personal use. This does not include forms that are requested by the Department of Public Housing to check eligibility, complete leasing reexams, or other official business.

Section 8 Housing Choice Voucher Administrative Plan – Elderly/Disabled preference for receiving a voucher.

Thank you

Part I: Summary					
PHA Name: City of Albemarle Department of Public Housing		Grant Type and Number Capital Fund Program Grant No: NC19P07550120 Replacement Housing Factor Grant No: Date of CFFP: _____:			FFY of Grant: 2020 FFY of Grant Approval: 2020
Type of Grant <input checked="" type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:) <input type="checkbox"/> Performance and Evaluation Report for Period Ending: <input type="checkbox"/> Final Performance and Evaluation Report					
Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost ¹	
		Original	Revised ²	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations (may not exceed 20% of line 21) ³	\$75,000.00			
3	1408 Management Improvements	\$5,000.00			
4	1410 Administration (may not exceed 10% of line 21)	\$5,000.00			
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs				
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures				
11	1465.1 Dwelling Equipment – Nonexpendable				
12	1470 Non-dwelling Structures				
13	1475 Non-dwelling Equipment				
14	1480 General Capital Activity	\$457,581.00			
15	1485 Demolition				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities ⁴				
19a	1501 Collateralization or Debt Service paid by the PHA				
19b	9000 Collateralization or Debt Service paid Via System of Direct Payment				
20	1502 Contingency (may not exceed 8% of line 21)				
21	Amount of Annual Grant: (sum of line 2 - 20)	\$542,581.00			
22	Amount of Line 21 Related to LBP Activities				
23	Amount of Line 21 Related to Section 504 Activities				
24	Amount of Line 21 Related to Security - Soft Costs				
25	Amount of Line 21 Related to Security - Hard Costs				

Part I: Summary					
PHA Name: City of Albemarle Department of Public Housing		Grant Type and Number Capital Fund Program Grant No: NC19P07550120 Replacement Housing Factor Grant No: Date of CFFP: _____:			FFY of Grant: 2020 FFY of Grant Approval: 2020
Type of Grant <input checked="" type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:) <input type="checkbox"/> Performance and Evaluation Report for Period Ending: <input type="checkbox"/> Final Performance and Evaluation Report					
Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost ¹	
		Original	Revised ²	Obligated	Expended
26	Amount of Line 21 Related to Energy Conservation Measures				
Signature of Executive Director		Date		Signature of Public Housing Director	
				Date	

¹ To be completed for the Performance and Evaluation Report
² To be completed for the Performance and Evaluation Report or a Revised Annual Statement
³ PHAs with under 250 units in management may use 100% of CFP Grants for operations.
⁴ RHF funds shall be included here.

Part II: Supporting Pages								
PHA Name: City of Albemarle Department of Public Housing			Grant Type and Number Capital Fund Program Grant No: NC19P07550120 CFFP (Yes/No): Replacement Housing Factor Grant No:			Federal FY of Grant: 2020		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised ¹	Funds Obligated ²	Funds Expended ²	
	<u>Operations</u>							
PHA-Wide	Operations	1406	LS	\$75,000.00				
	Subtotal 1406			\$75,000.00				
	<u>Management Improvements</u>							
PHA-Wide	Computer software including purchase, installation and training	1408	LS	\$5,000.00				
	Subtotal 1408			\$5,000.00				
	<u>Administration</u>							
PHA-Wide	Portion of staff salary to supervise and administer CFP projects	1410	LS	\$5,000.00				
	Subtotal 1410			\$5,000.00				
	<u>General Capital Activity</u>							
PHA-Wide	A & E Fees	1480	LS	\$30,000.00				
PHA-Wide	Agency Plan	1480	LS	\$4,000.00				
	(Continued on following page)							

¹ To be completed for the Performance and Evaluation Report or a Revised Annual Statement

² To be completed for the Performance and Evaluation Report

Part II: Supporting Pages								
PHA Name: City of Albemarle Department of Public Housing			Grant Type and Number Capital Fund Program Grant No: NC19P07550120 CFFP (Yes/No): Replacement Housing Factor Grant No:			Federal FY of Grant: 2020		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised ¹	Funds Obligated ²	Funds Expended ²	
	<u>General Capital Activity(cont.)</u>							
PHA-Wide	Replace interior doors	1480	100 units	\$225,000.00				
PHA-Wide	Replace water heaters	1480	50 each	\$25,000.00				
PHA-Wide	Replace refrigerators (50) and stoves (50)	1480	100 each	\$42,500.00				
Amhurst Gardens	Replace chain-link fencing	1480	LS	\$25,000.00				
Amhurst Gardens	Playground improvements	1480	LS	\$10,000.00				
PHA-Wide	General landscaping including replacing sidewalks, correcting erosion and installing drainage	1480	LS	\$45,456.00				
PHA-Wide	Replace concrete steps leading to porches where needed	1480	LS	\$15,000.00				
PHA-Wide	Security Camera			11,625.00				
PHA-Wide	LED Street Lighting			24,000.00				
	Subtotal 1480			\$457,581.00				
	CFP Total			\$542,581.00				

¹ To be completed for the Performance and Evaluation Report or a Revised Annual Statement

² To be completed for the Performance and Evaluation Report

Capital Fund Program—Five-Year Action Plan

U.S. Department of Housing and Urban Development
Office of Public and Indian Housing
Expires 6/30/2017

Part I: Summary						
PHA Name/Number: City of Albemarle/NC075		Locality (Albemarle/Stanly Co., North Carolina)			<input checked="" type="checkbox"/> Original 5-Year Plan <input type="checkbox"/> Revision No:	
A.	Development Number and Name	Work Statement for Year 1 FFY 2020	Work Statement for Year 2 FFY 2021	Work Statement for Year 3 FFY 2022	Work Statement for Year 4 FFY 2023	Work Statement for Year 5 FFY 2024
B.	Physical Improvements Subtotal	Annual Statement	\$477,581.00	\$477,581.00	\$477,581.00	\$255,000.00
C.	Management Improvements		\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00
D.	PHA-Wide Non-dwelling Structures and Equipment		\$0.00	\$0.00	\$0.00	\$222,581.00
E.	Administration		\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00
F.	Other		\$35,000.00	\$35,000.00	\$35,000.00	\$35,000.00
G.	Operations		\$20,000.00	\$20,000.00	\$20,000.00	\$20,000.00
H.	Demolition		\$0.00	\$0.00	\$0.00	\$0.00
I.	Development		\$0.00	\$0.00	\$0.00	\$0.00
J.	Capital Fund Financing – Debt Service		\$0.00	\$0.00	\$0.00	\$0.00
K.	Total CFP Funds		\$542,581.00	\$542,581.00	\$542,581.00	\$542,581.00
L.	Total Non-CFP Funds		\$0.00	\$0.00	\$0.00	\$0.00
M.	Grand Total		\$542,581.00	\$542,581.00	\$542,581.00	\$542,581.00

Capital Fund Program—Five-Year Action Plan

U.S. Department of Housing and Urban Development
 Office of Public and Indian Housing
 Expires 6/30/2017

Part I: Summary (Continuation)						
PHA Name/Number: City of Albemarle/NC075		Locality (Albemarle/Stanly Co., North Carolina)			<input checked="" type="checkbox"/> Original 5-Year Plan <input type="checkbox"/> Revision No:	
A.	Development Number and Name	Work Statement for Year 1 FFY 2020	Work Statement for Year 2 FFY 2021	Work Statement for Year 3 FFY 2022	Work Statement for Year 4 FFY 2023	Work Statement for Year 5 FFY 2024
	PHA-Wide	Annual Statement	\$542,581.00	\$542,581.00	\$542,581.00	\$320,000.00
	NC075001 Amhurst Gardens		\$0.00	\$0.00	\$0.00	\$222,581.00
	NC075001 Elizabeth Heights		\$0.00	\$0.00	\$0.00	\$0.00

Part II: Supporting Pages – Physical Needs Work Statement(s)						
Work Statement for Year 1 FFY 2020	Work Statement for Year 2 FFY 2021			Work Statement for Year 3 FFY 2022		
	Development Number/Name General Description of Major Work Categories	Quantity	Estimated Cost	Development Number/Name General Description of Major Work Categories	Quantity	Estimated Cost
	<u>Operations/PHA-Wide</u>			<u>Operations/PHA-Wide</u>		
	Operations	LS	\$20,000.00	Operations	LS	\$20,000.00
	Subtotal 1406		\$20,000.00	Subtotal 1406		\$20,000.00
See Annual Statement	<u>Management Improvements/PHA-Wide</u>			<u>Management Improvements/PHA-Wide</u>		
	Staff training	LS	\$5,000.00	Staff training	LS	\$5,000.00
	Subtotal 1408		\$5,000.00	Subtotal 1408		\$5,000.00
	<u>Administration/PHA-Wide</u>			<u>Administration/PHA-Wide</u>		
	Portion of staff salary to supervise and administer CFP projects	LS	\$5,000.00	Portion of staff salary to supervise and administer CFP projects	LS	\$5,000.00
	Subtotal 1410		\$5,000.00	Subtotal 1410		\$5,000.00
	<u>General Capital Activity</u>			<u>General Capital Activity</u>		
	A and E Fees (PHA-Wide)	LS	\$30,000.00	A and E Fees (PHA-Wide)	LS	\$30,000.00
	Agency Plan (PHA-Wide)	LS	\$5,000.00	Agency Plan (PHA-Wide)	LS	\$5,000.00
	Replace plumbing under the foundation (PHA-Wide)	20 units	\$70,081.00	Replace plumbing under the foundation (PHA-Wide)	20 units	\$70,081.00
	Renovate kitchens (PHA-Wide)	20 units	\$160,000.00	Renovate kitchens (PHA-Wide)	20 units	\$160,000.00
	Renovate bathrooms (PHA-Wide)	20 units	\$130,000.00	Renovate bathrooms (PHA-Wide)	20 units	\$130,000.00
	Replace flooring (PHA-Wide)	20 units	\$40,000.00	Replace flooring (PHA-Wide)	20 units	\$40,000.00
	Replace lighting (PHA-Wide)	20 units	\$10,000.00	Replace lighting (PHA-Wide)	20 units	\$10,000.00
	Replace water heaters (PHA-Wide)	50 each	\$25,000.00	Replace water heaters (PHA-Wide)	50 each	\$25,000.00
	Replace refrigerators (50) and ranges (50) (PHA-Wide)	100 each	\$42,500.00	Replace refrigerators (50) and ranges (50) (PHA-Wide)	100 each	\$42,500.00
	Subtotal 1480		\$512,581.00	Subtotal 1480		\$512,581.00
	Subtotal of Estimated Cost		\$542,581.00	Subtotal of Estimated Cost		\$542,581.00

Part II: Supporting Pages – Physical Needs Work Statement(s)						
Work Statement for Year 1 FFY 2020	Work Statement for Year 4 FFY 2023			Work Statement for Year 5 FFY 2024		
	Development Number/Name General Description of Major Work Categories	Quantity	Estimated Cost	Development Number/Name General Description of Major Work Categories	Quantity	Estimated Cost
	<u>Operations/PHA-Wide</u>			<u>Operations/PHA-Wide</u>		
	Operations	LS	\$20,000.00	Operations	LS	\$20,000.00
	Subtotal 1406		\$20,000.00	Subtotal 1406		\$20,000.00
See Annual Statement	<u>Management Improvements/PHA-Wide</u>			<u>Management Improvements/PHA-Wide</u>		
	Staff training	LS	\$5,000.00	Staff training	LS	\$5,000.00
	Subtotal 1408		\$5,000.00	Subtotal 1408		\$5,000.00
	<u>Administration/PHA-Wide</u>			<u>Administration/PHA-Wide</u>		
	Portion of staff salary to supervise and administer CFP projects	LS	\$5,000.00	Portion of staff salary to supervise and administer CFP projects	LS	\$5,000.00
	Subtotal 1410		\$5,000.00	Subtotal 1410		\$5,000.00
	<u>General Capital Activity</u>			<u>General Capital Activity</u>		
	A and E Fees (PHA-Wide)	LS	\$30,000.00	A and E Fees (PHA-Wide)	LS	\$30,000.00
	Agency Plan (PHA-Wide)	LS	\$5,000.00	Agency Plan (PHA-Wide)	LS	\$5,000.00
	Replace plumbing under the foundation (PHA-Wide)	20 units	\$70,081.00	Replace plumbing under the foundation (PHA-Wide)	10 units	\$35,000.00
	Renovate kitchens (PHA-Wide)	20 units	\$160,000.00	Renovate kitchens (PHA-Wide)	10 units	\$80,000.00
	Renovate bathrooms (PHA-Wide)	20 units	\$130,000.00	Renovate bathrooms (PHA-Wide)	10 units	\$65,000.00
	Replace flooring (PHA-Wide)	20 units	\$40,000.00	Replace flooring (PHA-Wide)	10 units	\$20,000.00
	Replace lighting (PHA-Wide)	20 units	\$10,000.00	Replace lighting (PHA-Wide)	10 units	\$5,000.00
	Replace water heaters (PHA-Wide)	50 each	\$25,000.00	Upgrade cable boxes (PHA-Wide)	200 apts.	\$50,000.00
	Replace refrigerators (50) and ranges (50) (PHA-Wide)	100 each	\$42,500.00	Construct community center at Amhurst Gardens (Phase 1)	LS	\$222,581.00
	Subtotal 1480		\$512,581.00	Subtotal 1480		\$512,581.00
	Subtotal of Estimated Cost		\$542,581.00	Subtotal of Estimated Cost		\$542,581.00

Public Housing Capital Funds

<u>CAPITAL FUND</u>	<u>CAPITAL FUND HUD NUMBER</u>	<u>AVAILABLE AMOUNT</u>	<u>AVAILABLE</u>
CF2016	NC19P075501-16	337.76	NOW
CF2017	NC19P075501-17	247,377.55	NOW
CF2018	NC19P075501-18	400,156.50	NOW
CF2019	NC19P075501-19	506,956.00	NOW
CF2020 (Awarded)	NC19P075501-20	542,581.00	3/26/2020
		<u>1,697,408.81</u> Total	

****Note: the total takes into consideration what has been expensed and encumbered; therefore, this is the remaining balance.
This total is enough to complete the door project and have funds remaining.***

Print

Title – Municipal Calendar

Description:

Is this item budgeted?

Not Applicable

Fiscal Impact:

Management Recommendation:

ATTACHMENTS:

Name:	Description:
<input type="checkbox"/> Municipal_Calendar_spring_2020_revised_02.03.2020.doc	Municipal Calendar Spring 2020

APPROVALS:

Date/Time:	Approval:	Department:	

CITY OF ALBEMARLE
MUNICIPAL CALENDAR – 2020

February 2020



- 3 Regular Meeting City Council – 7 pm
- 10 ADDC Board of Directors – 12 Noon
- 11 City Council Strategic Budget Planning Workshop 4 pm
- 12 CCOG Board of Delegates –
- 17 Regular Meeting City Council – 7 pm
- 18 City Council Strategic Budget Planning Workshop 4 pm
- 25 Stanly County CCOG Meeting – Stanly County @ 6:30pm
- 26 Stanly County CoC Annual Meeting – Atrium Health @ Noon
- 29 Winter Wine Festival 12 noon until 5:00 pm

March 2020



- 2 Regular Meeting City Council – 7 pm
- 3 City Council workshop on parking – 6 pm
- 9 ADDC Board of Directors – 12 Noon
- 16 Regular Meeting City Council – 7 pm
- 19 Rock River RPO TAC Meeting – SPCC Raye Boardroom/Polkton
- 21 Mini Medley Relay
- 28 Outdoorsman's Bonanza
- 31 Stanly County Liaison Group Meeting – Norwood @ 6:30pm

April 2020



- 6 Regular Meeting City Council – 7 pm
- 13 ADDC Board of Directors – 12 Noon
- 10 City Holiday – Good Friday
- 15 Planning Board Dinner Meeting – Rosebriar at 6:30 PM
- 20 Regular Meeting City Council – 7 pm

May 2020



- 4 Regular Meeting City Council – 7 pm
- 5-7 NC League of Municipalities (NCLM) CityVision Annual Conference, Wilmington, NC
- 11 ADDC Board of Directors – 12 Noon
- City Council Budget workshop – 4 pm
- 18 Regular Meeting City Council – 7 pm
- 21 Rocky River RPO TAC Meeting – Locust
- 25 City Holiday – Memorial Day
- 26 Stanly County CCOG quarterly meeting – 6:30 pm; City of Albemarle hosting

Print

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

Description:

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

Is this item budgeted?

Not Applicable

Fiscal Impact:

Management Recommendation:

ATTACHMENTS:	
Name:	Description:
<input type="checkbox"/> ORDINANCE_20_07_PHCap_Funds2019.docx	2019 Capital Funds Budget Ordinance

APPROVALS:			
Date/Time:	Approval:	Department:	
2/24/2020 2:34 PM	Approved	City Clerk	
2/24/2020 2:35 PM	Approved	Administration	

ORDINANCE 20-07
2019 GRANT ORDINANCE FOR THE PUBLIC HOUSING CAPITAL FUND PROGRAM

WHEREAS, the City Council of the City of Albemarle desires to adopt a Capital Fund Program budget ordinance pursuant to and as provided by G.S. 159-13.2;

NOW, THEREFORE BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF ALBEMARLE as follows:

SECTION 1. The amounts herein set forth are hereby appropriated for the Improvement and Modernization of Public Housing for the City of Albemarle as follows:

FY 2019 HUD Capital Fund Grant # NC1907550119	\$506,956
---	-----------

SECTION 2. It is estimated the following revenues will be available during the improvement program to meet the foregoing appropriations:

Number A-4163 Modernization Project Number NC19PO75501-19	-506,956
--	----------

SECTION 3. The City Manager is hereby authorized to proceed with the implementation of the project within the terms of the plans and specifications for the project grant number NC19PO7550119 executed with the United States Department of Housing and Urban Developments.

SECTION 4. Accounting records are to be maintained by the Finance Department of the City of Albemarle in such manner as:

1. To provide all information require by the grant agreement and other agreements executed or to be executed with the various parties involved in the project; and
2. To comply with the Local Government Budget and Fiscal Control act of the State of North Carolina.

SECTION 5. Within five (5) days after adoption of the ordinance, copies of this grant ordinance shall be filed with the City Manager, the Finance Director, the Housing Director, and the City Clerk for direction in carrying out this project.

SECTION 6. The Finance Director is directed to report on the financial status of the project in accordance with existing City policy and shall also report to the City Manager any unusual occurrences.

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

Member of Council

At the meeting of the Council held on March 2, 2020, this ordinance passed its reading, was adopted, and ordered published as by-law provided.

Dated: _____

Mayor

Attest: _____
City Clerk

Print

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

Description:

This ordinance establishes a 2020 Capital Funds budget for Public Housing.

Is this item budgeted?

Not Applicable

Fiscal Impact:

Management Recommendation:

ATTACHMENTS:	
Name:	Description:
<input type="checkbox"/> 20-08.docx	Ordinance 20-08

APPROVALS:			
Date/Time:	Approval:	Department:	
2/24/2020 4:17 PM	Approved	City Clerk	
2/24/2020 4:17 PM	Approved	Administration	

ORDINANCE 20-08
2020 GRANT ORDINANCE FOR THE PUBLIC HOUSING CAPITAL FUND PROGRAM

WHEREAS, the City Council of the City of Albemarle desires to adopt a Capital Fund Program budget ordinance pursuant to and as provided by G.S. 159-13.2;

NOW, THEREFORE BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF ALBEMARLE as follows:

SECTION 1. The amounts herein set forth are hereby appropriated for the Improvement and Modernization of Public Housing for the City of Albemarle as follows:

FY 2020 HUD Capital Fund Grant # NC1907550120	\$542,581
---	-----------

SECTION 2. It is estimated the following revenues will be available during the improvement program to meet the foregoing appropriations:

Number A-4163 Modernization Project Number NC19PO75501-20	-\$542,581
--	------------

SECTION 3. The City Manager is hereby authorized to proceed with the implementation of the project within the terms of the plans and specifications for the project grant number NC19PO7550120 executed with the United States Department of Housing and Urban Developments.

SECTION 4. Accounting records are to be maintained by the Finance Department of the City of Albemarle in such manner as:

1. To provide all information require by the grant agreement and other agreements executed or to be executed with the various parties involved in the project; and
2. To comply with the Local Government Budget and Fiscal Control act of the State of North Carolina.

SECTION 5. Within five (5) days after adoption of the ordinance, copies of this grant ordinance shall be filed with the City Manager, the Finance Director, the Housing Director, and the City Clerk for direction in carrying out this project.

SECTION 6. The Finance Director is directed to report on the financial status of the project in accordance with existing City policy and shall also report to the City Manager any unusual occurrences.

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

Member of Council

At the meeting of the Council held on March 2, 2020, this ordinance passed its reading, was adopted, and ordered published as by-law provided.

Dated: _____

Mayor

Attest: _____
City Clerk

Print

Title – Consider Awarding Bid for Public Housing Exterior / Interior Door Replacement Project

Description:

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.

Bids for the door project were received on February 20, 2020. The lowest bid was from HEMCO at \$1,361,217.00. A/E service provider, Wayne Stogner of Stogner Architecture, will present the bids and provide a recommendation on awarding of the bid.

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.

Is this item budgeted?

Not Applicable

Fiscal Impact:

Management Recommendation:

ATTACHMENTS:	
Name:	Description:
<input type="checkbox"/> Public_Housing_Door_Bids.pdf	Stogner Informaiton Package
<input type="checkbox"/> 4515_ALBEMARLE - CERTIFIED_REBID_TAB.pdf	Certified Re-Bid Tabulation for the City of Albemarle Bid Number 2020-02 Re-Bid, Exterior / Interior Door Replacement

APPROVALS:			
Date/Time:	Approval:	Department:	



STOGNER ARCHITECTURE

ARCHITECTURE - CONSTRUCTION MANAGEMENT - DESIGN BUILD

February 26, 2020

Mr. Garry Lewis, Interim Executive Director
City of Albemarle, Department of Public Housing
PO Drawer 1367
300 South Bell Avenue (28001)
Albemarle, NC 28002-1367

**RE: CITY OF ALBEMARLE, DEPARTMENT OF PUBLIC HOUSING
EXTERIOR / INTERIOR DOOR REPLACEMENT
CFP NC 75-501150118 | COMM. NO. 4515
RE-BID OPENING: FEBRUARY 20, 2020**

Dear Garry:

The bid documents for the City of Albemarle, Department of Public Housing, Exterior / Interior Door Replacement Project were released to the public for bidding in December 2019. The project was advertised in Construction Plan Rooms (including Minority Plan Rooms), the Stanley News & Press, on the website of the Architect and on the NCDOA's HUB website. Additionally, the Architect directly contacted Twenty-Nine (29) General Contractors to inform them of the project.

A bid date of Thursday, February 6, 2020, at 3:00 PM was set for the public bid opening. Only two bids were received at this bid opening, but three bids were required to open. The two bids were returned to the bidding General Contractors in their original unopened envelopes.

Because less than three bids were received, a Re-Bid Date was set. Re-Bids were received and publicly opened on Thursday, February 20, 2020, at 3:00 PM at the City of Albemarle, City Hall, 144 North Second Street, Albemarle, NC 28807 in the Raymond I. Allen Community Room, #118.

Attached for your review and file is the Certified Bid Tabulation.

A total of three bids were received. The apparent low bidder was **Hemco Properties, LLC, of Albemarle, North Carolina**, with a Total Base Bid of \$1,361,217.00. Hemco Properties, LLC, has submitted the required bid paperwork and has acknowledged receipt of all clarifications and addenda.

The bid submitted by Hemco Properties, LLC, was significantly lower than those submitted by the next two bidders (Miles-McClellan - \$1,890,550.00 and Central Builders, Inc. - \$2,035,301.00). Because of the large discrepancy between the low bid and the second low bid, Stogner Architecture reached out to Kyle Marks with Hemco and asked him to double check his numbers and confirm whether or not he will stand by his original bid. Kyle Marks confirmed the pricing submitted by Hemco Properties, LLC and submitted a letter to confirm – see attached.

Hemco Properties, LLC is a reputable company. They have previously worked with Stogner Architecture and have completed several successful projects with our firm, including Housing & Urban Development (HUD) projects. It is our recommendation that you award this project to Hemco Properties, LLC.

(cont).

615 East Broad Avenue

Rockingham, N.C. 28379 www.StognerArchitecture.com

Phone: 910-895-6874

Fax: 910-895-1111

O:\HUD PROJECTS\Albemarle HA\4515 - InteriorExterior Door Repl CFP 2018\BID-PHASE\RECOMMENDATION LETTER\4515 Recommendation
ltr - Hemco.doc



STOGNER ARCHITECTURE

ARCHITECTURE - CONSTRUCTION MANAGEMENT - DESIGN BUILD

The Form of Bid for this project included 7 Alternates. A summary of Alternates:

- **Alternate #1 – Site A: Recommendation to Not Accept**
 - In lieu of new interior solid core doors; contractor would repair/paint doors
- **Alternate #2 – Site A: Recommendation to Not Accept / Not Applicable**
 - In lieu of new hinges, contractor would reuse
- **Alternate #3 – Site B: Recommendation to Not Accept**
 - In lieu of new wood doors slabs at storage rooms and closets, GC would repair and paint.
- **Alternate #4 – Site B: Recommendation to Not Accept / Not Applicable**
 - In lieu of new hinges, contractor would reuse
- **Alternate #5 – Site A: Owner's Choice to Accept or Not Accept. Stogner Architecture recommends to Not Accept.**
 - If Accepted, all Interior Doors at Site A would be eliminated from contract and contract amount would be reduced by \$77,000.00
- **Alternate #6: Recommendation to Not Accept**
 - Alternate deadbolt manufacturer
- **Alternate #7: Recommendation to Not Accept**
 - Alternate entry door and frame manufacturer

It is our recommendation that you award this project to **Hemco Properties, LLC, in the amount of the Total Base Bid of \$1,361,217.00. It is also our recommendation that no Alternates be awarded, but we do recognize Alternate #5 as Owner's Choice.**

In order to get funds obligated, we will need to get a contract issued as soon as possible. Please let us know how you wish to proceed.

Sincerely,

Wayne Stogner, AIA, LEED AP

aws/ss

cc: Linda Lewis, CLGPO
Tony Poplin
Nyki Hardy
Colleen Conroy
Sarah Stogner

615 East Broad Avenue

Rockingham, N.C. 28379 www.StognerArchitecture.com

Phone: 910-895-6874

Fax: 910-895-1111

O:\HUD PROJECTS\Albemarle HA\4515 - InteriorExterior Door Repl CFP 2018\BID-PHASE\RECOMMENDATION LETTER\4515 Recommendation ltr - Hemco.doc

CERTIFIED RE-BID TABULATION

CITY OF ALBEMARLE, DEPARTMENT OF PUBLIC HOUSING
 ALBEMARLE, NC
 EXTERIOR/INTERIOR DOOR REPLACEMENT, PROJECT NC 75-1, SITES A&B
 CITY OF ALBEMARLE BID NUMBER 2020-02 RE-BID
 COMMISSION #4515

Date: FEBRUARY 20, 2020
 Time: 3:00PM
 CITY OF ALBEMARLE, CITY HALL, 144 N. SECOND ST, ALBEMARLE, NC 28007 IN THE RAYMOND I. ALLEN COMMUNITY ROOM, #118

BIDDER NAME & ADDRESS	LICENSE NO.#	HUD* 5389A	BID* SEC	CON* QUAL STA.	HUB* AFF. A&B OR C	E* VER REQ	NON* COLL AFF	RRP#	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	#79776	✓	✓	✓	✓	✓	✓	✓	\$ 1,361,217.00	NO CHANGE	N/A	NO CHANGE	N/A	\$ (77,777.00)	NO CHANGE	NO CHANGE	\$ 4,800.00	✓	✓	✓	✓	✓	✓	
ALBEMARLE, NC					C																			
MILES MCCLELLAN	#63358	✓	✓	✓	✓	✓	✓		\$ 1,890,550.00	\$ (30,000.00)	\$ (3,000.00)	\$ (145,000.00)	\$ (20,000.00)	\$ (95,000.00)	NO CHANGE	NO CHANGE	\$	\$	\$	\$	\$	\$	\$	\$
CHARLOTTE, NC					A,B					DEDUCT		DEDUCT												
CENTRAL BUILDERS, INC.	#3680	✓	✓	✓	✓	✓	✓	✓	\$ 2,035,301.00	\$ 12,994.00	\$ (2,185.00)	\$ 160,610.00	\$ (2,878.00)	\$ (177,177.00)	NO CHANGE	NO CHANGE	\$	\$	\$	\$	\$	\$	\$	\$
ROCKY MOUNT, NC					C					ADD	ADD	ADD												

STOGNER ARCHITECTURE, P.A.
 615 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 Fogus Name
 2-21-2020 Date



PURCHASING

BID OPENING

Bid Number	2020-02 RE-BID
Description:	EXTERIOR / INTERIOR DOOR REPLACEMENT
Project Type:	FORMAL CONSTRUCTION REPAIR AND MAINTENANCE
Requesting Department	PUBLIC HOUSING DEPARTMENT
Date / Time	THURSDAY, FEBRUARY 20, 2020, 3:00 P.M.
Location	144 NORTH SECOND STREET, RAYMOND I ALLEN COMMUNITY ROOM #118
Facilitator(s)	LINDA J. LEWIS, CLGPO, PURCHASING COORDINATOR STOGNER ARCHITECTURE PA

ATTENDANCE ROSTER

Item	Name	Company	Telephone	E-Mail
1)	LINDA J. LEWIS	CITY OF ALBEMARLE	704-984-9447	LLEWIS@ALBEMARLENC.GOV
2)	RICH LAZSEN	STOGNER ARCH	910-875-6874	RLAZSEN@STOGNERARCHITECT.COM
3)	Dinnic Hamilton	Homeco	704-699-6685	HamcoLLC@Hotmail.com
4)	Kyle Marks	Homeco	704-522-9300	Homeco LLC @ Hotmail.com
5)	Tom Poplin	City of Alb.	704-984-9580	tpeplin @ Ci. Albemarle, NC
6)	Grey London	Miles McMillan	704-436-4466	grey.london@mmbuildings.com
7)	GARRY M HENRY	City of Albemarle	704-984-9580	g.henry @ Ci. Albemarle, NC
8)				
9)				
10)				
11)				
12)				
13)				
14)				
15)				
16)				
17)				
18)				
19)				
20)				
21)				
22)				
23)				
24)				
25)				
26)				
27)				
28)				

HEMCO PROPERTIES, LLC

1406 Pennington Rd
Albemarle, NC 28001
704-699-6685

February 26, 2020

To whom it may concern,

This letter is to confirm our bid opened on February 20, 2020 for Albemarle Public Housing is approved.

Warm regards,

Kyle Marks

HEMCO PROPERTIES, LLC

Print

Title – Resolution 20-01 for Financing with First Citizens

Description:

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. The City Attorney has reviewed the document.

Is this item budgeted?

Not Applicable

Fiscal Impact:

Management Recommendation:

ATTACHMENTS:	
Name:	Description:
<input type="checkbox"/> RESOLUTION_20-01_Equip_Financing_02.25.2020.docx	Resolution 20-01 Financing with First Citizens

APPROVALS:			
Date/Time:	Approval:	Department:	
2/25/2020 6:13 PM	Approved	City Clerk	
2/25/2020 6:13 PM	Approved	Administration	

RESOLUTION 20-01
Resolution Approving Financing Terms For Equipment In the Public Works Department

WHEREAS, The City of Albemarle (“City”) has previously determined to undertake a project for the financing of equipment for the Public Works Department, (“the Project”);

WHEREAS, the City previously conducted a financing bid process for the Project and received four (4) financing bids;

WHEREAS, the City Council was presented with the four (4) financing bids during a council meeting held on February 17, 2020;

WHEREAS, the City Council voted, at such meeting, to approve the lowest bid received for the Project; now

BE IT THEREFORE RESOLVED, as follows:

1. The City hereby determines to finance the Project through First Citizens Bank in accordance with the proposal dated January 8, 2016. The amount financed shall not exceed \$439,885, the annual interest payment (in the absence of default or change in tax status) shall not exceed 2.19% and the financing term shall not exceed 59 months from closing.
2. All financing contracts and all related documents for the closing of the financing (the “Financing Documents”) shall be consistent with the forgoing terms. All officers and employees of the City are hereby authorized and directed to execute and deliver any Financing Documents, and to take all such further action as they may consider necessary or desirable to carry out the financing of the Project as contemplated by the proposal and this resolution.
3. The Finance Director is hereby authorized and directed to hold executed copies of the Financing Documents until the conditions for the delivery of the Financing Documents have been completed to such director’s satisfaction. The Finance Director is authorized to approve changes to any Financing Documents previously signed by City officers or employees, provided that such changes shall not substantially alter the intent of such documents or certificates from the intent expressed in the forms executed by such officers. The Finance Director shall approve the financing documents and his/her release of such documents, for delivery, shall constitute conclusive evidence of final approval of such documents.
4. The City shall not take or omit to take any action the taking or omission of which shall cause its interest payments on this financing to be includable in the gross income for federal income tax purposes of the registered owners of the interest payment obligations. The City hereby designates its obligations to make principal and interest payments under the Financing Documents as “qualified tax-exempt obligations” for the purpose of Internal Revenue Code Section 265 (b)(3).
5. The City intends that the adoption of this resolution will be a declaration of the City’s official intent that the Project be financed from the proceeds of the First Citizens Bank financing described above. The City intends that funds that have been advanced, or that may be advanced, from the City’s general fund, or any other City fund related to the project, for project costs may be reimbursed from the financing proceeds.
6. All prior actions of City officers in furtherance of the purposes of this resolution are hereby ratified, approved and confirmed. All other resolutions (or parts thereof) in conflict with this resolution are hereby repealed, to the extent of the conflict. This resolution shall take effect immediately.

Approved this 2nd day of March, 2020

By:

SEAL Clerk Mayor

Print

Title – Albemarle Business Center Infrastructure Construction

Description:

The City Council has requested various options to evaluate how to move forward with the development of the Albemarle Business Center. Four options are submitted with a summary sheet showing the costs, pros, and cons for each option. Site layouts and more detailed financial information are also provided about each option.

Is this item budgeted?

Not Applicable

Fiscal Impact:

Management Recommendation:

ATTACHMENTS:	
Name:	Description:
<input type="checkbox"/> ABC_Infrastructure_Construction.pdf	Infrastructure options

APPROVALS:			
Date/Time:	Approval:	Department:	

Albemarle Business Center Various Construction Options

Option 1 Partial Road Henson Street Extension with Cul-de-sac

Road	Water	Sewer	Electric
2,742,873	782,396	2,141,935	3,423,546

Pros- Least Expensive Road Option, Water Less Expensive

Cons- Electric will not be redundant due to no connection to 52. Future Prime Power Park not available until road completed. No water redundancy until road completed and water build out to county line. Transportation going west to Charlotte will become more congested for retailers, shoppers, and industries. This reduces critical time to reach all transportation enhancements in Charlotte.

Option 2 Partial Road Hwy 52 to First Road with Cul-de-sac and grade entire road

Road	Water	Sewer	Electric
4,440,223	1,200,472	1,566,461	3,423,546

Pros- Water all the way through park, redundant water can be accomplished with build out connection to county line. Electric all the way through the park and redundant. Prime Power Park available for some sites if Council so chooses.

Cons- Road not paved all the way through and only one entrance and exit. Transportation going east will become more congested for retailers, shoppers, and industries.

Option 3 Total Road from Henson St to Hwy 52

Road	Water	Sewer	Electric
4,907,499	1,197,248	1,562,494	3,423,546

Pros- Road complete all the way through, two entrances and exits greatly enhancing transportation access for all. Water all the way through park, redundant water can be accomplished with build out connection to county line. Electric all the way through the park and redundant. Street Lights throughout roadway. Prime Power Park available for some sites if Council so chooses.

Cons- No connections to Leonard Avenue and southern cul-de-sac not built.

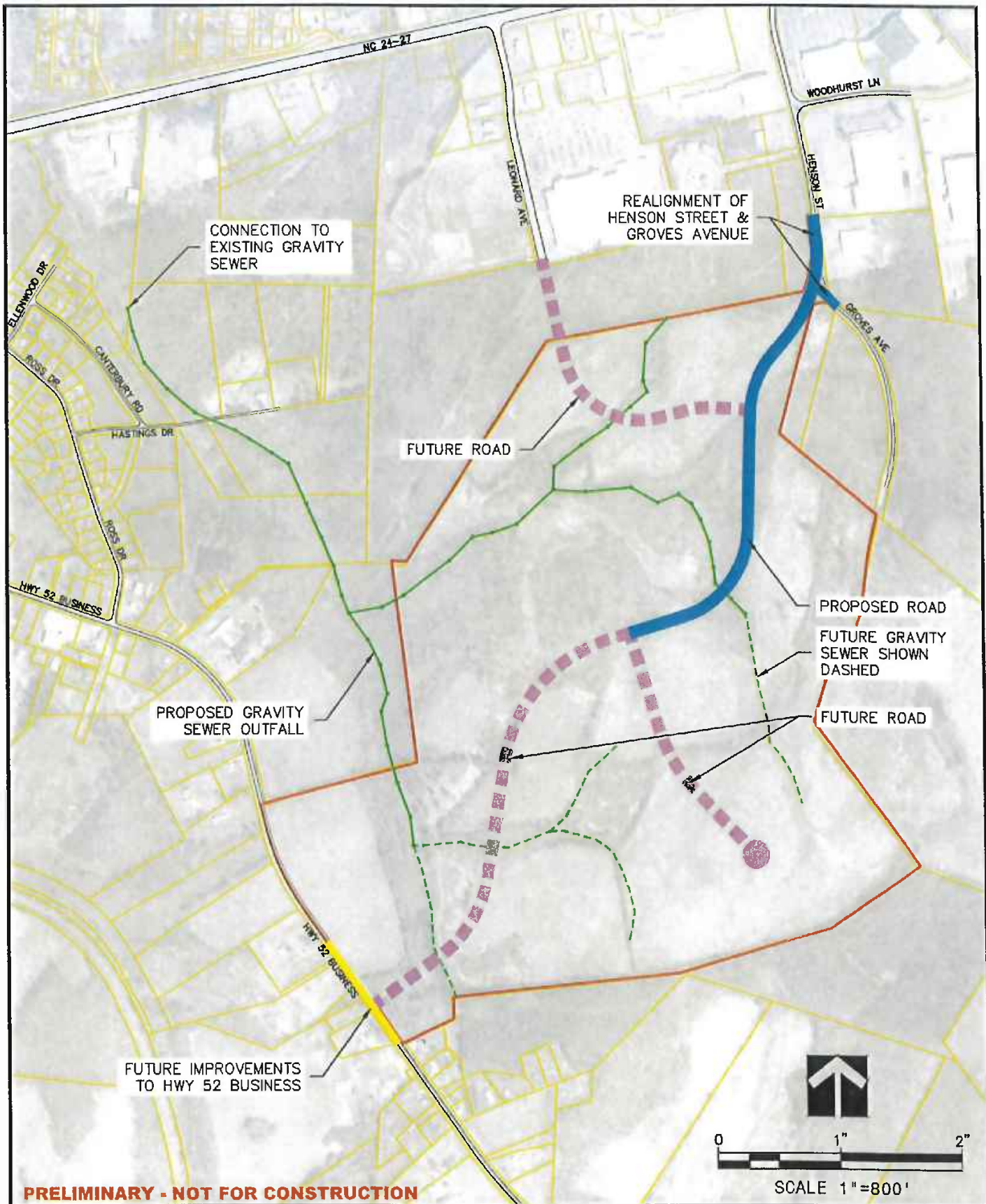
Option 4 Total New Road and Leonard Ave Extension

Road	Water	Sewer	Electric
5,762,209	1,422,485	2,191,678	3,423,546

Pros - Two roads completed all the way through, three entrances and exits. Congestion relief on 24-27 and retail developments along the 24-27 corridor. Water all the way through park, redundant water can be accomplished with build out connection to county line. Electric all the way through the park and redundant. Street Lights throughout both roadways. Prime Power Park available for some sites if Council so chooses.

Cons- Only one southern road and cul-de-sac would be pending in the future.

OPTION 1



PRELIMINARY - NOT FOR CONSTRUCTION

Scale: 1" = 800'
 Date: February 19, 2020
 Drawn By: DRB
 Checked By: SJS


Chambers Engineering, PA
 129 North First St., Albemarle, NC 28001 704-984-6427
 NCBELS Firm License No. C-1660

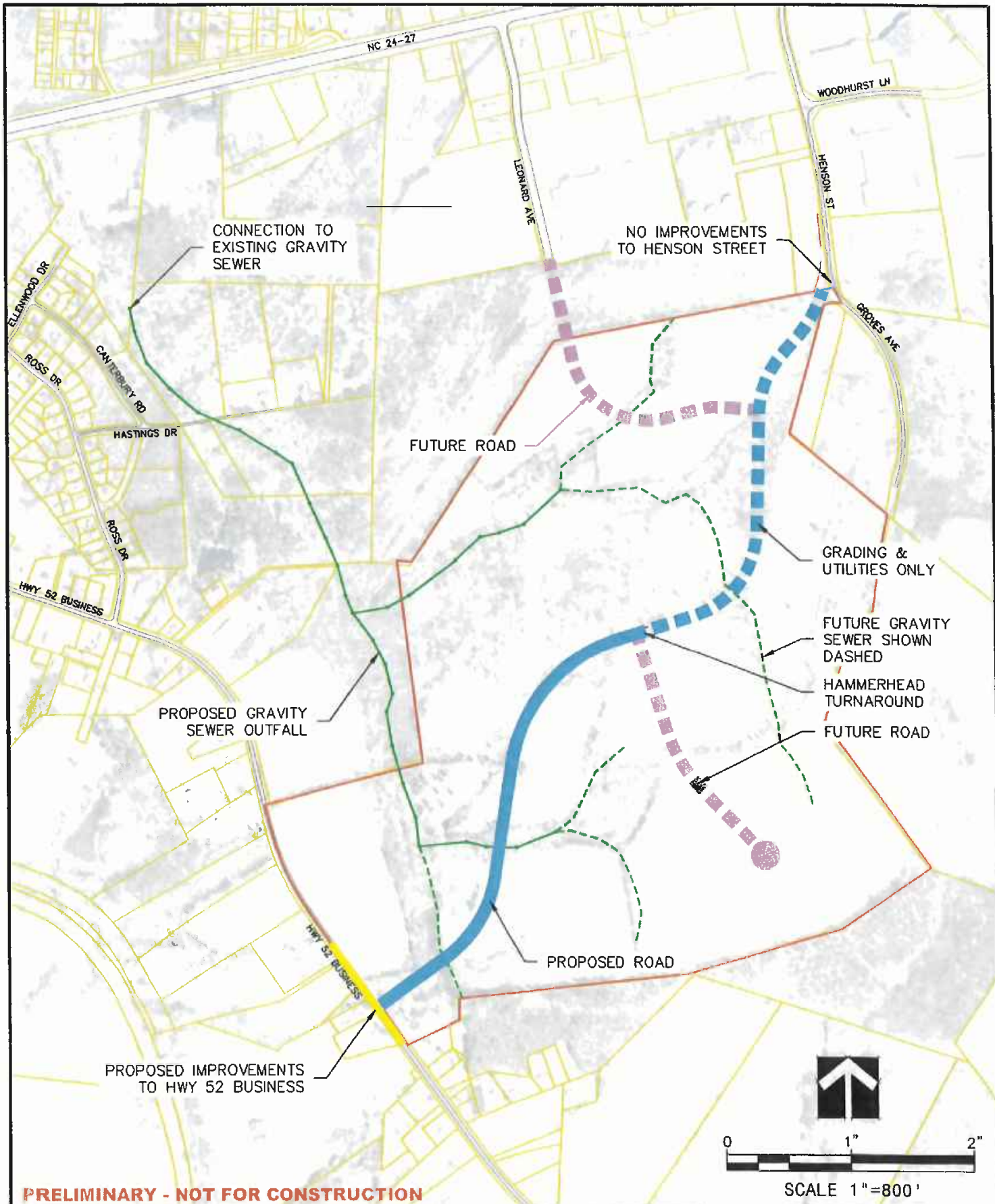
**Partial Road Estimate
 (From Henson Street)**
 Albemarle Business Center
 Albemarle, NC
 PROJECT NO: 2018-1170

Owner: City of Albemarle
Project Name: Albemarle Business Center
Description: Infrastructure Development Budget

Albemarle Business Center - Partial Road Henson Street Extension (Option 1)

	200 - Roadways & Drainage	300 - Water Distribution	400 - Sanitary Sewers	500 - Primary Power	Total
Construction	\$ 1,813,628.50	\$ 586,880.00	\$ 1,612,213.00	\$ 2,852,955.00	\$ 6,865,676.50
Contingency	\$ 272,044.00	\$ 88,032.00	\$ 241,832.00	\$ 570,591.00	\$ 1,172,499.00
Total Construction	<u>\$ 2,085,673.00</u>	<u>\$ 674,912.00</u>	<u>\$ 1,854,045.00</u>	<u>\$ 3,423,546.00</u>	<u>\$ 8,038,176.00</u>
Soft Cost:	Soft Costs	Soft Costs	Soft Costs	Soft Costs Included in Contingency Above	Soft Costs
Technical Design Services	\$ 184,180.00	\$ 56,650.00	\$ 114,747.00		\$ 355,577.00
401/404 Water Quality Permitting	\$ 38,500.00	\$ -	\$ -	\$ -	\$ 38,500.00
Construction Administration & Inspection	\$ 122,580.00	\$ 34,680.00	\$ 75,160.00	\$ -	\$ 232,420.00
Offsite Survey		\$ 11,500.00	\$ 18,750.00	\$ -	\$ 30,250.00
Right of Way Acquisition		\$ -	\$ 75,000.00	\$ -	\$ 75,000.00
Permitting	\$ 12,290.00	\$ 4,654.00	\$ 4,233.00	\$ -	\$ 21,177.00
Stream Impact Mitigation Fee	\$ 236,400.00	\$ -	\$ -	\$ -	\$ 236,400.00
Reimbursables	\$ 13,250.00	\$ -	\$ -	\$ -	\$ 13,250.00
Legal & Administration	\$ 50,000.00	\$ -	\$ -	\$ -	\$ 50,000.00
Total Soft Cost	<u>\$ 657,200.00</u>	<u>\$ 107,484.00</u>	<u>\$ 287,890.00</u>	<u>\$ -</u>	<u>\$ 1,052,574.00</u>
Total Project Cost	<u>\$ 2,742,873.00</u>	<u>\$ 782,396.00</u>	<u>\$ 2,141,935.00</u>	<u>\$ 3,423,546.00</u>	<u>\$ 9,090,750.00</u>

OPTION 2



PRELIMINARY - NOT FOR CONSTRUCTION

Scale: 1" = 800'
Date: May 16, 2019
Drawn By: DRB
Checked By: SJS


Chambers Engineering, PA
 129 North First St., Albemarle, NC 28001 704-984-6427
 NCBELS Firm License No. C-1660

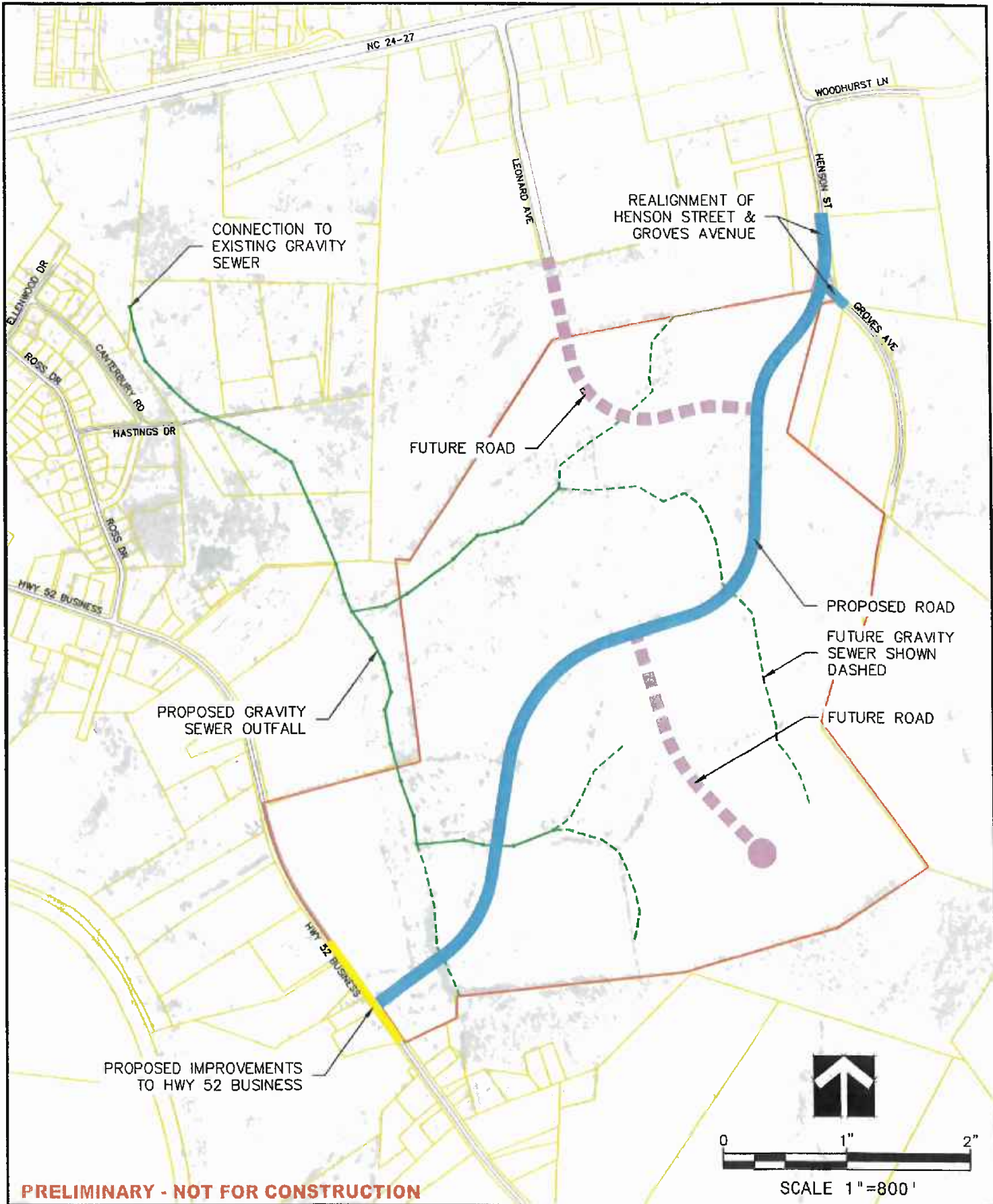
Partial Road Estimate Albemarle Business Center Albemarle, NC
PROJECT NO: 2018-1170

Owner: City of Albemarle
Project Name: Albemarle Business Center
Description: Infrastructure Development Budget

Albemarle Business Center - Partial Road (Option 2)

	200 - Roadways & Drainage	300 - Water Distribution	400 - Sanitary Sewers	500 - Primary Power	Total
Construction	\$ 3,289,584.70	\$ 950,424.00	\$ 1,169,398.00	\$ 2,852,955.00	\$ 8,262,361.70
Contingency	\$ 493,438.00	\$ 142,564.00	\$ 175,410.00	\$ 570,591.00	\$ 1,382,003.00
Total Construction	\$ 3,783,023.00	\$ 1,092,988.00	\$ 1,344,808.00	\$ 3,423,546.00	\$ 9,644,365.00
	Soft Cost:	Soft Costs	Soft Costs	Soft Costs	Soft Costs
Technical Design Services	\$ 184,180.00	\$ 56,650.00	\$ 76,730.00	Included in Contingency Above	\$ 317,560.00
401/404 Water Quality Permitting	\$ 38,500.00	\$ -	\$ -	\$ -	\$ 38,500.00
Construction Administration & Inspection	\$ 122,580.00	\$ 34,680.00	\$ 46,940.00	\$ -	\$ 204,200.00
Offsite Survey		\$ 11,500.00	\$ 18,750.00	\$ -	\$ 30,250.00
Right of Way Acquisition		\$ -	\$ 75,000.00	\$ -	\$ 75,000.00
Permitting	\$ 12,290.00	\$ 4,654.00	\$ 4,233.00	\$ -	\$ 21,177.00
Stream Impact Mitigation Fee	\$ 236,400.00	\$ -	\$ -	\$ -	\$ 236,400.00
Reimbursables	\$ 13,250.00	\$ -	\$ -	\$ -	\$ 13,250.00
Legal & Administration	\$ 50,000.00	\$ -	\$ -	\$ -	\$ 50,000.00
Total Soft Cost	\$ 657,200.00	\$ 107,484.00	\$ 221,653.00	\$ -	\$ 986,337.00
Total Project Cost	\$ 4,440,223.00	\$ 1,200,472.00	\$ 1,566,461.00	\$ 3,423,546.00	\$ 10,630,702.00

OPTION 3



PRELIMINARY - NOT FOR CONSTRUCTION

Scale: 1" = 800'

Date: May 16, 2019

Drawn By: DRB

Checked By: SJS


Chambers Engineering, PA
 129 North First St., Albemarle, NC 28001 704-984-6427
 NCBELS Firm License No. C-1660

Total Road Estimate

Albemarle Business Center
Albemarle, NC

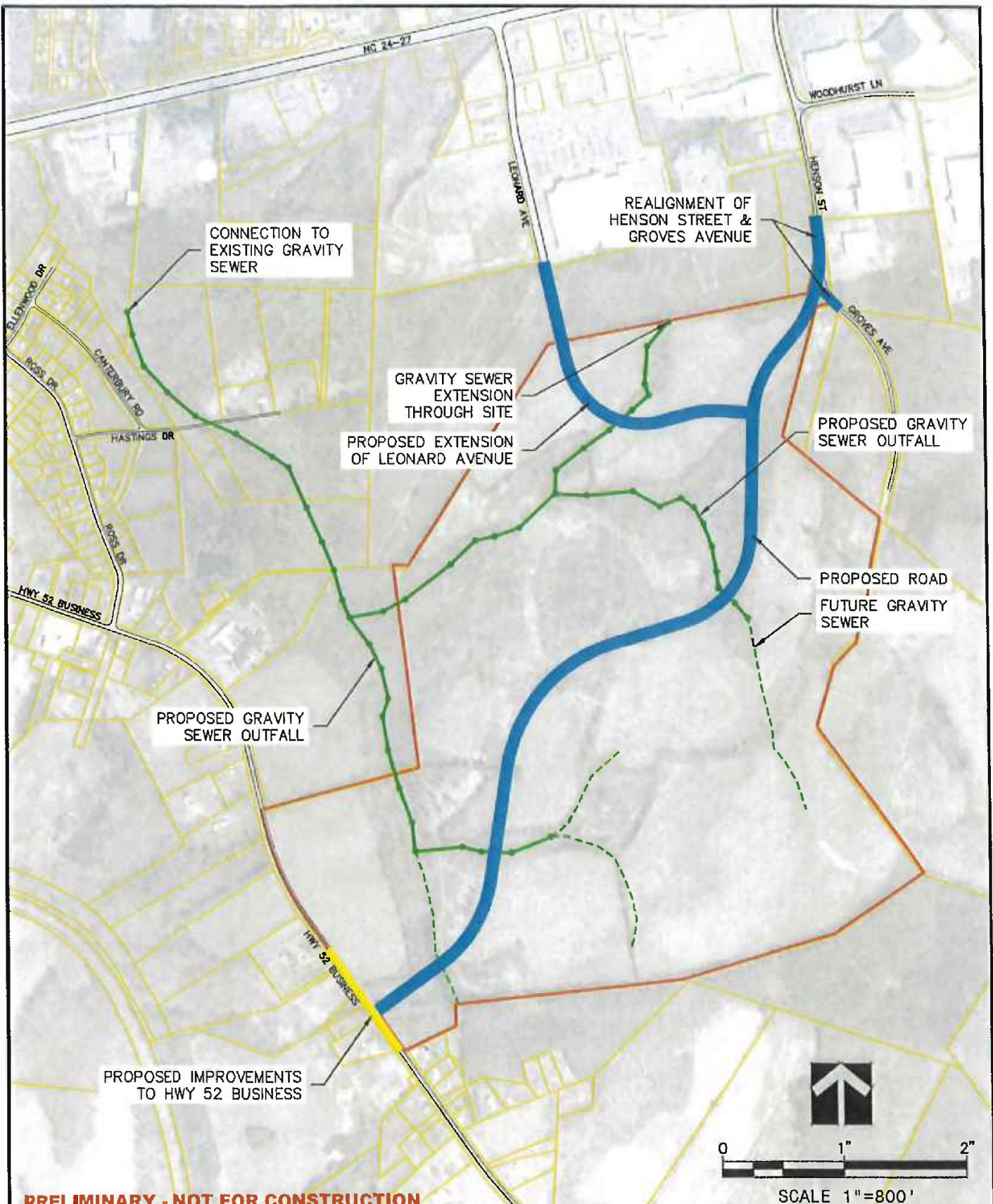
PROJECT NO: 2018-1170

Owner: City of Albemarle
Project Name: Albemarle Business Center
Description: Infrastructure Development Budget

Albemarle Business Center - Total Road (Option 3)

	200 - Roadways & Drainage	300 - Water Distribution	400 - Sanitary Sewers	500 - Primary Power	Total
Construction	\$ 3,695,911.50	\$ 947,621.00	\$ 1,165,949.00	\$ 2,852,955.00	\$ 8,662,436.50
Contingency	\$ 554,387.00	\$ 142,143.00	\$ 174,892.00	\$ 570,591.00	\$ 1,442,013.00
Total Construction	<u>\$ 4,250,299.00</u>	<u>\$ 1,089,764.00</u>	<u>\$ 1,340,841.00</u>	<u>\$ 3,423,546.00</u>	<u>\$ 10,104,450.00</u>
Soft Cost:	Soft Costs	Soft Costs	Soft Costs	Soft Costs Included in Contingency Above	Soft Costs
Technical Design Services	\$ 184,180.00	\$ 56,650.00	\$ 76,730.00		\$ 317,560.00
401/404 Water Quality Permitting	\$ 38,500.00	\$ -	\$ -	\$ -	\$ 38,500.00
Construction Administration & Inspection	\$ 122,580.00	\$ 34,680.00	\$ 46,940.00	\$ -	\$ 204,200.00
Offsite Survey		\$ 11,500.00	\$ 18,750.00	\$ -	\$ 30,250.00
Right of Way Acquisition		\$ -	\$ 75,000.00	\$ -	\$ 75,000.00
Permitting	\$ 12,290.00	\$ 4,654.00	\$ 4,233.00	\$ -	\$ 21,177.00
Stream Impact Mitigation Fee	\$ 236,400.00	\$ -	\$ -	\$ -	\$ 236,400.00
Reimbursables	\$ 13,250.00	\$ -	\$ -	\$ -	\$ 13,250.00
Legal & Administration	\$ 50,000.00	\$ -	\$ -	\$ -	\$ 50,000.00
Total Soft Cost	<u>\$ 657,200.00</u>	<u>\$ 107,484.00</u>	<u>\$ 221,653.00</u>	<u>\$ -</u>	<u>\$ 986,337.00</u>
Total Project Cost	<u>\$ 4,907,499.00</u>	<u>\$ 1,197,248.00</u>	<u>\$ 1,562,494.00</u>	<u>\$ 3,423,546.00</u>	<u>\$ 11,090,787.00</u>

OPTION 4



PRELIMINARY - NOT FOR CONSTRUCTION

Scale: 1" = 800'
Date: June 24, 2019
Drawn By: DRB
Checked By: SJS


Chambers Engineering, PA
 129 North First St., Albemarle, NC 28001 704-984-6427
 NCBELB Firm License No. C-1660

New Road & Leonard Ave. Extension Albemarle Business Center Albemarle, NC
PROJECT NO: 2018-1170

Owner: City of Albemarle
Project Name: Albemarle Business Center
Description: Infrastructure Development Budget

Albemarle Business Center - New Road and Leonard Avenue Extension (Option 4)

	200 - Roadways & Drainage	300 - Water Distribution	400 - Sanitary Sewers	500 - Primary Power	Total
Construction	\$ 4,402,806.00	\$ 1,134,435.00	\$ 1,671,712.00	\$ 2,852,955.00	\$ 10,061,908.00
Contingency	\$ 655,198.00	\$ 168,820.00	\$ 248,774.00	\$ 570,591.00	\$ 1,643,383.00
Total Construction	<u>\$ 5,058,004.00</u>	<u>\$ 1,303,255.00</u>	<u>\$ 1,920,486.00</u>	<u>\$ 3,423,546.00</u>	<u>\$ 11,705,291.00</u>
	Soft Cost:	Soft Costs	Soft Costs	Soft Costs	Soft Costs
Technical Design Services	\$ 209,530.00	\$ 65,170.00	\$ 110,520.00	Soft Costs Included in Contingency Above	\$ 385,220.00
401/404 Water Quality Permitting	\$ 38,500.00	\$ -	\$ -	\$ -	\$ 38,500.00
Construction Administration & Inspection	\$ 125,730.00	\$ 35,840.00	\$ 60,810.00	\$ -	\$ 222,380.00
Offsite Survey	\$ 9,250.00	\$ 11,500.00	\$ 18,750.00	\$ -	\$ 39,500.00
Right of Way Acquisition		\$ -	\$ 75,000.00	\$ -	\$ 75,000.00
Permitting	\$ 17,745.00	\$ 6,720.00	\$ 6,112.00	\$ -	\$ 30,577.00
Stream Impact Mitigation Fee	\$ 236,400.00	\$ -	\$ -	\$ -	\$ 236,400.00
Reimbursables	\$ 17,050.00	\$ -	\$ -	\$ -	\$ 17,050.00
Legal & Administration	\$ 50,000.00	\$ -	\$ -	\$ -	\$ 50,000.00
Total Soft Cost	<u>\$ 704,205.00</u>	<u>\$ 119,230.00</u>	<u>\$ 271,192.00</u>	<u>\$ -</u>	<u>\$ 1,094,627.00</u>
Total Project Cost	<u>\$ 5,762,209.00</u>	<u>\$ 1,422,485.00</u>	<u>\$ 2,191,678.00</u>	<u>\$ 3,423,546.00</u>	<u>\$ 12,799,918.00</u>

Print

Title – Adjourn to March 3, 2020 at 6:00 p.m. for a Parking Plan Meeting

Description:

The Council will meet at 6:00 pm on Tuesday, March 3, 2020 in the Ray Allen Community Room in City Hall for a parking plan meeting. This meeting will be a follow up to the 2019 parking plan meeting to review what has been implemented and the next steps in the plan. A separate email with information has been sent to the Mayor and Council.

Is this item budgeted?

Not Applicable

Fiscal Impact:

Management Recommendation:

ATTACHMENTS:

Name:	Description:
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No Attachments Available

APPROVALS:

Date/Time:	Approval:	Department:	
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