



AGENDA

Henderson City Council Work Session Meeting (Immediately following Short Regular Meeting)

Monday, 24 January 2011, 6:00 p.m.

R. G. (Chick) Young, Jr. Council Chambers, Municipal Building
134 Rose Avenue
Henderson, North Carolina

In order to provide for the highest standards of ethical behavior and Transparency in Governance as well as provide for good and open government, the City Council has approved Core Values regarding Ethical Behavior¹ and Transparency in Governance². The Mayor now inquires as to whether any Council Member knows of any conflict of interest, or appearance of conflict, with respect to matters before the City Council. If any Council Members knows of a conflict of interest, or appearance of conflict, please state so at this time.

I. CALL TO ORDER

II. ROLL CALL

III. WORK SESSION ITEMS

- a) Consideration of Resolution 11—11, Planned Improvements at Fox Pond Park (CAF 11—18)[See Notebook Tab # 12]
 - Resolution 11—11
- b) Information Related to a Comprehensive Transportation Plan (CM 11—01)[See Notebook Tab # 13]
 - CM 11—01
- c) Consideration of Approval of Resolution 11—12, Henderson Water Reclamation Facility CIP State Funding (CAF 11—38) [See Notebook Tab # 14]
 - Resolution 11—12

¹ **Core Value 4: Ethical Behavior:** We value the public trust and will perform our duties and responsibilities with the highest levels of integrity, honesty, trustworthiness and professionalism.

² **Core Value 10: Transparency in Governance:** We value transparency in the governance and operations of the City.

- d)* Consideration of Approval of Ordinance 11—06, Amending the Code for Clark And Charles Streets Signage. *(CAF 11—20) [See Notebook Tab# 15]*
 - Ordinance 11—06
- e)* Consideration of Approval of Ordinance 11—13, Appointing Four City Members as Alternates to the Henderson Planning Board. *(CAF 11—33) [See Notebook Tab # 16]*
 - Ordinance 11—13
- f)* Consideration of Approval of Ordinance 11—10, Amending City Code to Incorporate Clean Up Henderson Committee. *(CAF 11—29) [See Notebook Tab # 17]*
 - Ordinance 11—10
- g)* Consideration of Approval of Ordinance 11—11, Authorizing Handicap Parking Spaces on Wyche Street. *(CAF 11—30) [See Notebook Tab # 18]*
 - Ordinance 11—11
- h)* 2010 Strategic Plan Update, *(CMR 11—02) [See Notebook Tab #19]*
 - CMR 11—02

IV. ADJOURNMENT

City Council Minutes
Work Session
24 January 2011

PRESENT

Mayor James D. O'Geary, Presiding; and Council Members Sara M. Coffey, Michael C. Inscoe, D. Michael Rainey, Brenda G. Peace—Jenkins, Lonnie Davis, Jr., and George M. Daye.

STAFF PRESENT

City Manager Ray Griffin, City Attorney John Zollicoffer, City Clerk Esther J. McCrackin, Assistant City Manager Frank Frazier, Finance Director Sandra Wilkerson, Parks and Recreation Director Alan Gill, Henderson Water Reclamation Facility Director Tom Spain and Engineering Director, Peter Sokalski.

CALL TO ORDER

The 24 January 2011 Work Session of the Henderson City Council was called to order by Mayor James D. O'Geary at 7:55 p.m. in the R. G. "Chick" Young, Jr. Council Chambers, Municipal Building, 134 Rose Avenue, Henderson, NC.

ROLL CALL

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

ADJUSTMENTS TO/APPROVAL OF AGENDA

Mayor O'Geary asked if there were any adjustments to the Agenda. No requests were made to adjust the Agenda. Mayor O'Geary asked for the pleasure of Council. Council Member Rainey moved to accept the Agenda as presented. Motion seconded by Council Member Peace-Jenkins and unanimously approved.

WORK SESSION ITEMS

Planned Improvements at Fox Pond Park *(Reference: CAF: 11-18; Resolution 11-11)*

Council Member Griffin advised the City Council that this issue was carried over from the 10 January 2011 meeting due to Mother Nature's intervention with a winter snowstorm, and then asked Parks and Recreation Director Alan Gill to introduce the team working on improvements for Fox Pond Park.

Parks and Recreation Director Gill stated he is pleased to have this back on the agenda as it has been a work in progress for about the last eighteen (18) months and finally grant funds have been approved for this project. Mr. Gill then introduced County Commissioner Dan Brummitt and Tom Potter from 4 Rivers RC&D Council and David Hodges from Mid-East RC&D Council. Mr. Brummitt, as Chairman of 4 Rivers, stated he was pleased to be a part of this project and told Council that the grant funds amount to \$75,000 with \$25,000 matching funds necessary for Phase I. Mr. Brummitt expects much of the matching funds to come from in-kind contributions and then turned the discussion over to Mr. Hodges.

Mr. Hodges is Executive Director of Mid-East and temporary Executive Director of the RC&D Council. Mr. Hodges proceeded with a Powerpoint presentation showing Council the current condition of Fox Pond Park and explained the first phase of the anticipated three (3) year project would be improving trails around the Aycok Center and removal of approximately 30% of the forestry which will consist of only of dead wood and mature trees. Mr. Hodges advised phases two and three would consist of more improvements and amenities. Mr. Griffin advised proceeds from the sale of timber would be used to provide for the Phase 2 local match. Mr. Hodges also stated the City has a gold mine with this park which can be developed into a wonderful, educational facility with its nature, rock quarry and other natural features. Mr. Hodges advised Council that this project must be completed by October 2012.

Council Member Inscoe stated he appreciated the hard work this group, along with others, has done to keep this project alive and extended his thanks to all involved.

Council Member Coffey asked if lighting will be considered. Mr. Hodges said no; it would be purely a daytime facility.

Mayor O'Geary asked the consensus of City Council. It was the consensus of Council to move forward with Resolution 11-11, *Authorizing Planned Improvements at Fox Pond Park*.

Information Related to a Comprehensive Transportation Plan *(Reference: CRM 11-01)*

City Manager Griffin asked Planning Development Director Erris Dunston to introduce this Plan. Ms. Dunston stated the Plan is a collaborative plan with the State Department of Transportation which is highly important at this time due to the High Speed Rail issues. She then introduced Mike Ciriello, Planning Director Kerr-Tar Regional Council of Governments & Kerr-Tar Rural Planning Organization.

Mr. Ciriello distributed the Vance County Comprehensive Transportation Plan (CTP) Information Sheet, along with a comprehensive planning matrix. He explained to Council that the Comprehensive Transportation Plan includes all modes of transportation (i.e., bicycles, trains, etc.) as opposed to the Thoroughfare Plan which deals only with the road system. Mr. Ciriello explained there is a lot of work to be done and that the Council does not necessarily need to appoint a committee member; all Council Members are invited to attend any or all meetings which will probably be held every two or three months until the plan becomes more concise.

Council Member Inscoe asked what date the first meeting is set for and Mr. Ciriello responded the kickoff is 25 January 2011 in the COG offices at 10:00 a.m. Mr. Ciriello stated he would report back to Council periodically as plans develop.

Mayor O'Geary asked if information could be forwarded via e-mail. Mr. Ciriello said he would be happy to communicate via e-mail.

It was the consensus of Council to work with the County to develop a plan to present to the North Carolina Department of Transportation's CTP.

(Clerk's note: Mr. Rainey left the meeting at 8:20 p.m. and returned at 8:23 p.m.)

Waste Water Treatment Plant CIP State Funding *(Reference: CAF: 11-38; Reference 11-12)*

City Manager Griffin advised the City Council that City staff have been working with McGill Associates on the development of the comprehensive utilities Capital Improvements Plan. As part of this planning, McGill identified improvements necessary at the Henderson Water Reclamation Facility. He advised this is being brought forward due to meeting a critical funding timeline of 1 March 2011. Mr. Griffin then asked Henderson Water Reclamation Facility Director Tom Spain to address Council.

Director Spain compared the need for improvements at the facility to that of owning a 1960's vehicle --- one can put a new transmission in it but it's still old and falling apart. Mr. Spain stated there are parts that can be repaired for sums of \$8,000 which may break again within a few weeks. He advised Andy Lovingood and Danny Martin were in attendance from McGill Associates to provide Council with information on the condition of the Water Reclamation facility.

Mr. Lovingood thanked Council for opportunity to present a power point presentation showing the good, the bad and the ugly regarding the facility, its condition and possible solutions. He emphasized the necessity of keep the facility up to code as State fines are hefty for non-compliance.

Mr. Spain noted that much of the facility opened in 1938 and was upgraded in 1962 with a major expansion in 1982. Mr. Spain stated that the facility has been in compliance for the last 13 months but the old equipment needs to definitely be updated.

Mr. Lovingood said their association hopes their presentation will help the City see how to financially update the facility and hope to help the City apply for grant/loan funds. He then turned to Mr. Martin who discussed the timeline for grant applications and the steps involved. In order to get into the State's funding and planning pipeline, an application must be submitted by 1 March 2011.

Council Member Inscoe asked if with the implementation design any dollars could be set forth. Mr. Martin stated preliminary analysis of sewer funds indicates it highly likely revenue will be available. However, it is really too early in the process to which Mr. Inscoe stated the Council would be holding their annual Retreat on Friday and some type of dollars would be helpful for their discussion.

After some discussion, Mr. Martin indicated he would like to meet with the Finance department and others and hopefully put together some helpful numbers before the Retreat.

Council Member Coffey asked how long it would take to do the Preliminary Engineering Report (PER). Mr. Lovingood stated it would need to be completed within the Grant timeline.

Mayor O'Geary asked the consensus of City Council. It was the consensus of Council to carry this forward to the business meeting.

Amending the Code for Clark and Charles Streets Signage (*Reference: CAF: 11-20: Ordinance 11-06*)

City Manager Griffin advised the City Council that hopefully this is the first of many Code amendments in cleaning up archaic street signs and traffic control devices of Henderson. This Amendment would remove unnecessary signage from Clark and Charles streets.

There was no discussion and there was unanimously consensus of City Council to carry it forward to the business meeting.

Appointing Four City Members as Alternates to the Henderson Planning Board (*Reference: CAF: 11-33; Ordinance 11-13*)

City Manager Griffin advised that on City Council request, City Attorney Zollicoffer drafted an ordinance providing for four (4) alternates for City Members and Extra-Territorial members on the Planning Board. Mr. Griffin stated this issue does not require a public hearing.

There was no discussion and there was unanimously consensus of City Council to carry it forward to the business meeting.

Amending City Code to Incorporate Clean Up Henderson Committee (*Reference: CAF: 11-29; Ordinance 11-10*)

City Manager explained the Boards and Commissions Committee met earlier and felt revitalization of the Clean Up Henderson Committee was needed. After meeting with Chairman Somerville of the Clean Up Henderson Committee it was agreed to draft this ordinance which takes the current design and codifies it using the existing mission statement. The Ordinance does incorporate two (2) year staggered terms; staff are ex-officio members and it sets up the balanced goal of gender, race and members from different departments and segments of the City.

Council Member Coffey asked what the difference is between the Appearance Committee and Clean Up Henderson Committee. City Manager Griffin stated the Appearance Committee serves to beautify the city. They are project oriented and have completed projects such as plants around City Hall. The Clean Up Henderson Committee deals with code compliance in reporting issues such as trash, graffiti, and unkempt areas.

Council Member Daeke chairs the Boards and Commissions Committee and he stated the Committee is working hard to meet with each Council committee and asked Council Members to be thinking of individuals who might like to serve. He noted that various modes of advertising will be used to fill vacant positions.

Mayor O'Geary stated two years ago its project was to clean up the Blacknall Cemetery. He told Council the next project the Appearance Committee was considering whether or not to replace the tree in Veteran's Square across from the Methodist Church.

There was no further discussion and it was the unanimously consensus of City Council to carry this forward to the business meeting.

Authorizing Handicap Parking Spaces on Wyche Street (*Reference: CAF: 11-30; Ordinance 11-11*)

City Manager Griffin advised the City Council of a request from the First Baptist Church for four (4) additional handicapped parking spaces for Sunday on Wyche Street only.

Council Member Daeke asked if a request had been placed within the last couple of years for handicapped parking. Council Member Inscoe stated he attends the church and unfortunately their congregation is aging and more spaces are needed.

It was the unanimous consensus of City Council to provide these handicap parking spaces and to carry this forward to the business meeting.

2010 Strategic Plan Update (*Reference: CMR 11-02*)

City Manager Griffin distributed a Key Strategic Objectives and Action Plan for Council Members to review prior to the Retreat. Mr. Griffin stated the results of the Questionnaire should be available Wednesday morning and if anyone had not submitted their questionnaire to please do so first thing Tuesday morning.

INVITATION

Mayor O'Geary extended an invitation from the Vance County Juvenile Crime Prevention Council to attend their Gang Assessment summary on 27 January at 6:00 p.m. at Maria Parham Hospital. He stated due to a prior commitment he would be unable to attend but hoped members of Council would make an attempt to be present.

ADJOURNMENT

Council Member Coffey moved for adjournment. Motion seconded by Council Member Inscoc and unanimously approved. The meeting adjourned at 9:25 p.m.

James D. O'Geary
Mayor

ATTEST:

Esther J. McCrackin
City Clerk