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CITY OF STATESVILLE PRE-AGENDA MEETING – July 31, 2014
CITY HALL – 227 S. CENTER STREET, STATESVILLE, NC – 4:30 P.M.
STATESVILLE, NORTH CAROLINA

Mayor Costi Kutteh presiding:

Council Present: J. Johnson, Schlesinger, M. Johnson, Huggins

Council Absent: Phifer, Morgan, Watt, West

Staff Present: Pressley, Fugett, Smyth, Salmon, Currier, Harrell, Davis, Ashley, Watts, Hutchens, Barone, Miglin, Styers, Cornelius

Others: Marin Tomlin-DSDC, Mike Smith-SRD, Doug Chapman-McGill & Associates, Joel Whitford-McGill & Associates

Media Present: Dave Veiser-Charlotte Observer, John Hamlin-Statesville Record & Landmark

I Call to Order

Mayor Kutteh called the meeting to order. He stated that an Executive Session will be held following the Pre-Agenda meeting in accordance with N.C.G.S. 143-318.11(a)(4) to discuss two economic development matters and to preserve the attorney-client privilege.

Mayor Kutteh reminded Council that the purpose of the pre-agenda meeting is held primarily to let staff know what questions or additional information Council needs. The majority of the discussion should be held at the Council meeting.

Mayor Kutteh stated that Council member M. Johnson will give an update at the Council meeting on the CONNECT Our Future Consortium and the Charlotte Area Regional Transportation Organization.

Mayor Kutteh advised Council members that their City Manager Review form needs to be turned back into Lynn Smyth by August 15, 2014.

II Consent Agenda

A. Consider approving the minutes of the July 10, 2014 Pre-Agenda meeting and the July 14, 2014 City Council meeting.

B. Request permission to adjust the scope of a grant from the NC Governor's Crime Commission.
Captain Dan Miglin stated that with City Council approval, the Statesville Police Department applied for, and has received tentative approval of, a grant from the NC Governor's Crime Commission (GCC) as of May 31, 2014. The project was originally intended to compliment other grant funding to enhance & overhaul our records management system (RMS), however the other funding was not awarded and the GCC grant alone was inadequate for that project. In speaking with the GCC, they authorized our department to change the scope of the grant application towards another project intended to improve department technology in order to preserve the tentatively approved grant award. The Police Department proposes to use these grant funds to purchase and install two new emergency communications consoles in our Communications Center. All four of our communication consoles are obsolete. Motorola no longer services them, parts are no longer available for repairs, and system failures are becoming more frequent. These consoles connect our phone, radio, and 911 systems to our officers. The re-occurring failures severely jeopardize officer and community safety, and frequently disrupt the daily operations of the department. The GCC has tentatively awarded our department a $60,000 grant; no match is required. Final approval is pending and expected within the next 30 days.

C. Consider approving a request to appropriate insurance money in the amount of $897 and increase the vehicle maintenance and repair account of the Police Department and approval of Budget Amendment #04.

Chief Mike Watts stated staff requests to appropriate insurance money in the amount of $897 for repairs to police vehicle #180, to be placed in the Police Department's Vehicle Maintenance and Repair. The insurance payment of $897.05 is for a traffic crash that occurred on May 29, 2014. Vehicle #180 was stopped at the intersection of Murdock Road and Amity Hill Road, directly behind a second vehicle. The second vehicle moved forward and came to a complete stop at which time vehicle #180 began to travel forward striking the second vehicle in the rear.

D. **Consider approving 2nd reading of an ordinance amending Chapter 12, Article V, Division 1, of the City of Statesville Municipal Code to prohibit parking at all times in the 200 block of Mulberry Street. Appropriate signage will accompany this ordinance.**

E. **Consider approving a request from the Rucker family to closing Jefferson Street from its intersection with Rickert Street and Washington Street on Saturday August 23, 2014 between 12:00 a.m. and 9:00 p.m. to host an end to summer/back to school celebration.**
Chief Watts stated the Rucker Family has observed in the past that due to the large volume of vehicles that gather for their events, that it does pose a safety concern for the motoring public and family members. This is a family-oriented event with food, and activities for all ages. Traffic will be detoured by appropriate signage in a manner that will cause minimal inconvenience to motorists.

F. **Consider authorizing the rollover of outstanding purchase orders and other encumbrances and approve Budget Amendment #08.**
Lisa Salmon stated this is the annual request to authorize the rollover of outstanding purchase orders and incomplete capital projects as of June 30, 2014 and to amend the 2014-15 budget accordingly.

Mayor Kutteh asked to move this item to the Regular Agenda and for Mrs. Salmon to give a brief report on this item at the Council meeting.

G. **Consider approval of Budget Amendment #07 to appropriate $4,382 for tax and tags for two trucks budgeted for in the 2013-2014 budget year.**

Regular Agenda

III **Consider approving a request by the Fire Department to purchase computer software with existing funds.**
Chief Hutchens stated this software is designed for accredited departments to better track data needed for maintaining accreditation status. It would also provide data requested by Council related to medical response. The Department has two personnel that have received training in the use of this product. Cost for software is $1,495 with annual costs of $225 for updates and support. Funds are available in department operating budget.

IV **Consider award of the Fourth Creek WWTP Improvements Project contract to MB Kahn Construction Company, Inc. in the amount of $3,966,615 contingent upon approval from the NCDENR Division of Water Infrastructure, approve a project budget in the amount of $4,214,945, approve Budget Amendment #09 and approve the Resolution of award.**
Larry Pressley stated that staff has received bids for the Fourth Creek Wastewater Treatment Plant Improvements Project. The project is within budget and the contractor has presented the appropriate post bid documents. Several alternates were bid to allow flexibility in award of bids in the event the project had been over budget. The total of $3,966,615 reflects selection of the alternates that are in the best interest of the City. Therefore staff recommends award of bid to MB Kahn Construction Co., Inc. in the amount of $3,966,615 contingent upon approval of NCDENR Division of Water Infrastructure, approval of a project budget in the amount of $4,214,945, approve Budget Amendment #09 and approve a resolution giving the City Manager authorization to execute the contract documents on behalf of the City. Mr. Pressley advised that Doug Chapman with McGill & Associates and the Senior Project Manager is present to answer any questions Council may have.

Doug Chapman explained that several projects from the 4th Creek Capital Improvement Plan were bundled together as one joint project in order to get a zero percent interest loan from the State. He introduced Joel Whitford, the Lead Designer on the project. Mr. Whitford reviewed an aerial view of the project pointing out what work will take place on the site.

Regarding the contract Council member M. Johnson asked if MB Kahn's mobilization was within normal limits. Mr. Chapman stated it is a lump sum bid and on this project essentially everything is one price. He explained that MB Kahn will give him a schedule of values as to how all their costs broke down but he would limit how much mobilization could be within the contract amount. Council member M. Johnson said he did not recall the SCADA Control System being included in the original $4.8 million. Mr. Pressley advised that this was included in the original plan.

V **Consider award of the East Front Street Waterline Replacement Project contract to Bell Construction, Inc. of Statesville, NC in the amount of $339,931.49 with a project budget of $355,000, and approval of Budget Amendment #05.**
Scott Harrell stated the existing 2" galvanized water lines in the East Front Street area have been the subject of frequent maintenance and repair calls. Staff received bids for replacing the water lines in this area on July 9, 2014. The proposed work consists of replacing the existing water lines with a combination of new 6" and 2" PVC, providing improved water service to approximately 58 residences. The bid results are as follows:

1.	Bell Construction Co., Inc.	$339,931.49
2.	Locke-Lane Construction, Inc.	$352,299.64
3.	Davis Grading	$388,975.00

Staff recommends a project budget of $355,000, which will provide approximately 5% contingency. Bell Construction, Inc. has successfully completed similar projects here and in surrounding areas and their work has been satisfactory. Permitting for this project also included replacement of water lines on Lincoln and Wagner Streets; this work will be performed by City forces with funds from the operating budget. Staff recommends award of the East Front Street Salisbury Road Sidewalk Improvements contract to Bell Construction, Inc. of Statesville, NC in the amount of $339,931.49 with a project budget of $355,000, and approval of Budget Amendment #05.

VI **Consider approval of a resolution supporting modifications by NCDOT to the intersection of East Broad Street and Elm Street.**
This item was removed from the agenda.

VII **Consider authorizing paving of Wagner Street.**
Mr. Harrell stated that the work underway by PSNC/SCANA to remediate and improve the parcel at the corner of S. Center and Chambers Street includes improvements to the Rutledge and Bigham mortuary parking lot. The rear driveway of the mortuary parking lot will be widened, increasing the potential use of Wagner Street, which runs behind the mortuary from Chambers Street to Garfield Street. Wagner Street is currently No. 51 on the unpaved street priority list. The lower half of the street was previously patched with asphalt to reduce rutting and washing of gravel into Garfield Street. The upper half remains gravel, with insufficient right-of-way to meet City standards (20 ft minimum width). PSNC/SCANA has agreed to donate right-of-way to provide adequate width for the future paving of the upper portion of Wagner Street. Should the paving of this portion of Wagner Street (approximately 150 feet in length) be included in the current year resurfacing project, the cost is estimated to be $11,000. Adequate funds exist in the Division Y contingency to accommodate this work. Staff recommends approval of the paving of Wagner Street.

Mayor Kutteh asked if this is an appropriate deviation from the Paving of Unpaved Streets Schedule. Mr. Harrell replied that the State method does not really address a Council deviating from the schedule and seems to leave it up to Council's discretion but this is somewhat affiliated to the other improvements. Mr. Pressley said with the house being torn down as well as a business tied into it, it opens that area up quite a bit more and staff felt something needed to be done to this street due to those circumstances. Mayor Kutteh stated he agreed that this needed to be done, but he knows that the State has fairly rigorous standards on how to evaluate roads to be paved and that neither Council nor staff could pick and choose which ones were paved. He said he just wanted to clarify that it was okay to pave this street when the next one on the list has not been paved yet. Mr. Pressley said that this street was missed and not identified on the dirt list

at all and once it was discovered by staff then it was just added to the bottom of the list. Mayor Kutteh asked staff to verify that there are no other dirt roads that have been missed and are not on the list.

VIII Consider approving the low bid from JBL Communications, Inc. for the labor and material for the construction of Phase II C&D of the Fiber Project in the amount of $195,480.05 and a contingency of $11,219.95.

Mr. Pressley stated this is a continuation of the fiber project. Phase II C&D of the Fiber Project will connect Substation 6 to Delivery 2 and Delivery 3 and the Fitness Center.

IX Consider approving a professional services agreement with Bizzell Design and authorize the purchase and installation of way finding signs totaling $162,394.00 and approve Budget Amendment #06.

Sherry Ashley distributed maps to Council stating that staff has worked with the Downtown Master Plan Committee to develop a prototype way finding sign which is installed on East Broad Street near Hop's Place. Mrs. Ashley stated the feedback received so far regarding the prototype is that the back of the sign is too plain and needs some type of image on it, and the colors of the bloom are not very distinctive and do not match the colors on the brand. Buzz Bizzell was here this morning and put an image on the back of the sign and redid the bloom however I still think there still needs to be some tweaking to get the bloom just right. Staff is working with him to correct this. To move forward with the way finding sign system staff proposes a total of 21 signs, 11 downtown signs (36" x 48") and 10 perimeter signs (5' x 7.5'). In addition to the fabrication and installation of the signs, staff suggests having Bizzell Design complete the technical work at a cost of $13,850. The estimates for the signs are as follows:

Downtown signs - 11 signs x $4,640.00 per sign = $ 51,040.00
Signs at perimeter - 10 signs x $6,800.00 per sign = $68,000.00
Parking Identification signs - 4 double sided signs x $4,000.00 = $16,000.00
Subtotal $135,040.00 + 10% Contingency of $13,504.00 = Total $148,544.00

Bizzell Design's agreement provides for the review of placement and messages to ensure a high quality fabrication and installation of the way finding sign system. Therefore staff recommends approval of Bizzell Design Professional Services agreement for $13,850.00, a sign budget of $148,544.00 for a total of $162,394.00 and approval of Budget Amendment #06.

Council members discussed aspects of the prototype that they did and did not like and suggested other areas not listed on the map that citizens should be directed to.

Mrs. Ashley said staff had envisioned Mr. Bizzell working with the Planning and Public Works Departments to create a draft plan to present to Council for their final approval.

Council member Schlesinger made a motion to move to Executive Session in accordance with N.C.G.S. 143-318.11(a)(4) to discuss two economic development matters and to preserve the attorney-client privilege, seconded by Council member J. Johnson. The motion carried unanimously.

Upon return from Executive Session, Mayor Kutteh stated Council discussed two economic development matters and preserved the attorney-client privilege. No action was taken.

There being no further business, Council member J. Johnson made a motion to adjourn the meeting, seconded by Council member Huggins. The motion carried unanimously.

Constantine H. Kutteh, Mayor

Attest:

Brenda Fugett, City Clerk