

**MINUTE BOOK 25, PAGE 286
CITY OF STATESVILLE PRE-AGENDA MEETING – September 11, 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, Watt, Morgan, West

Council Absent: Phifer, Huggins, M. Johnson

Staff Present: Pressley, Fugett, Gaines, Salmon, Carrier, Hudson, Hutchens, Anderson, Harrell, Styers, Miglin, Davis, Cornelius, Houpe, Ashley

Others: Mike Smith-SRD, Rob Collier-BalloonFest, Steve Blakely-Kimley-Horn & Associates, Steve Stansbury-Kimley-Horn & Associates

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

I Call to Order

Mayor Kutteh called the meeting to order and advised an Executive Session would be held following the Pre-Agenda meeting in accordance with N.C.G.S. 143-318.11(a)(4) to discuss an Economic Development matter, N.C.G.S. 143-318.11(a)(6) to discuss two Personnel matters, N.C.G.S. 143-318.11(a)(5) to discuss an Property Acquisition matter and N.C.G.S. 143-318.11(a)(3) to preserve the attorney-client privilege for all.

Mayor Kutteh instructed the Clerk to move items XIII and XIV on the Regular Agenda to the first two items on the Regular Agenda.

II Consent Agenda

A. Consider approving the minutes of the August 14, 2014 Pre-Agenda meeting and the August 18, 2014 City Council meeting.

B. Consider approval of a non-capital purchase by the Fire Department of 14 sets of replacement turnout gear.

Chief Hutchens explained that non-capital purchases of a single item purchased in multiples must have prior Council approval if the purchase price of each single item exceeds \$400 and the total purchase price exceeds \$2,500. Funds have been appropriated in the Department's operating budget for the purchase of 16 Globe Turnout Gear Pants and Coat at the cost of \$2,157 each for a total cost of \$34,512 plus the cost of shipping.

C. Consider approving a request from the Fire Department to apply for the FEMA Assistance to Firefighters Grant (AFG).

Deputy Fire Chief Styers stated the Fire Department is requesting approval to submit an application for the Fiscal Year 2014 Assistance to Firefighters Grant, which is projected to open in late September. This grant will assist the department in replacing aging and/or outdated equipment; allowing for a safer working environment and improved efficiency of our firefighters. Both the public and department will benefit from the acquisition of this equipment in offering an improved quality of life for all. This is a matching grant with the City of Statesville holding responsibility of a percentage match. This year's matching percentage has not been released by FEMA however; last year's matching percentage for a population similar to Statesville was 10%. Staff is requesting permission to apply for an amount up to \$150,000 with a potential 10% match of \$15,000 contribution from the City of Statesville. The final amount may be less than these figures depending on funding priorities from FEMA. Examples of equipment to be purchased upon award of the AFG, depending on funding priorities once released by FEMA are: Thermal Imaging Cameras that meet NFPA Standards - \$15,000 each, Upgrade of Confined Space Communications System - \$17,700, E-Draulic Tools - \$33,000, and Radio Headsets for Apparatus - \$30,000.

Regular Agenda

XIII Consider approving a Transportation Planning Services Agreement with Kimley-Horn & Associates for a total amount of \$15,000 for Transportation Planning Consultation and approve Budget Amendment #15.

Sherry Ashley stated that Steve Blakely, with Kimley-Horn, has provided a proposal that would assist the City with the processes outlined by the Charlotte Regional Transportation Planning Organization (CRTPO) and the North Carolina Department of Transportation processes relative to the new Strategic Transportation Investment (STI) legislation in regards to transportation planning. Services include but are not limited to the following:

- Research and Summarization of Past Projects
- Project Timeline Planning
- Project Funding
- Project Addition
- Agency Coordination
- Concept Layouts
- Opinions of Probable Construction Costs
- Traffic Forecasting
- Strategic Planning Office Transportation (SPOT) Prioritization
- Aviation Consulting (Methodology of funding through STI)

Kimley-Horn's proposal for consulting would be on an hourly basis for a 1 year timeframe not to exceed \$15,000. Therefore staff recommends approval of Kimley-Horn's Professional Services Agreement for \$15,000 and Budget Amendment #15.

Mr. Blakely added that the process is very involved and Kimley-Horn has the experience and has worked with NCDOT and knows the process.

XIV Consider approving a Transportation Services Agreement with Kimley-Horn & Associates for a total amount of \$174,700 for a Comprehensive Transportation Plan and approve Budget Amendment #16.

Mrs. Ashley stated that by being a member of the Charlotte Regional Planning Organization (CRTPO) it is imperative that the City complete its Comprehensive Transportation Plan in order to be competitive in the funding process through CRTPO and the NCDOT TIP process. Staff has discussed completing Statesville's Comprehensive Transportation Plan with the transportation planning firm. Mr. Steve Blakely, with Kimley-Horn has provided a proposal that includes completing a Comprehensive Transportation Plan that meets the requirements of NCDOT. In addition, to the transportation needs of the City, Kimley-Horn proposes to include 5 Land Use Study Areas in which recommendations will be developed not only for land use categories but quantity of land use and its effect on the transportation network. These areas are:

- I-77 and US21 North,
- Area between Jane Sowers, Old Mocksville Road, I-40 and I-77
- Broad Street
- Amity Hill Road and Murdock Road
- Stamey Farm Road

Kimley-Horn's proposal outlines 10 tasks that need to be completed within the 8-12 month timeframe. Therefore staff recommends approval of Kimley-Horn's Professional Services agreement for \$174,700 and Budget Amendment #16. Additional Land Use Study Areas can be added for around \$8,000 to \$10,000 per study area, depending upon the size of the area.

Steve Blakely stated that this study will go far beyond what information the NCDOT CTP would provide. Steve Stansbury with Kimley-Horn & Associates said that he can also help the City secure other funding for projects. He reported how this plan helped the town of Clemmons secure funding for transportation projects, about \$12 million, when they previously had not received any outside funding.

Mayor Kutteh suggested adding the Barium Springs area.

Mr. Blakely reviewed the discussion from a meeting that was held with City officials and NCDOT regarding the I-40/I-77 project.

III Consider approving Budget Amendment #11 to appropriate funds for the payment of closing costs for the State Revolving Fund loan for the Fourth Creek WWTP Improvement project.

Larry Pressley advised that closing costs are due for the State Revolving Fund loan through the NC Department of Environment and Natural Resources. These costs are calculated by the State once the project bid information has been reviewed and approved. Closing costs are 2% of the loan amount (\$4,744,945) or \$94,899. These costs are not eligible to be paid with loan proceeds. Budget Amendment #11 transfers \$94,899 from Water & Sewer Fund Balance to the Fourth Creek Capital Project Fund for the payment of closing costs. He asked that Council take action on this item today in order for the invoice to be paid on time.

Council member Morgan made a motion to approve Budget Amendment #11 to appropriate funds for the payment of closing costs for the State Revolving Fund loan for the Fourth Creek WWTP Improvement project, seconded by Council member Schlesinger. The motion carried unanimously.

IV Consider accepting a grant award of \$60,000 from the NC Governor’s Crime Commission (GCC) and approve Budget Amendment #12.

Captain Miglin stated the NC GCC has awarded the Police Department a \$60,000 grant with no match required. This grant will be used to purchase and install two new emergency communications consoles in the Communications Center. These consoles connect phone, radio, and 911 systems to officers, thereby improving officer safety and efficient police response to the public. The current systems are obsolete and no longer serviceable.

V Consider accepting the 2014 Justice Assistance Grant (JAG) and approve Budget Amendment #13.

Captain Miglin said the Statesville Police Department received notification that its application for the 2014 JAG grant via the Bureau of Justice Assistance was awarded. The grant is for \$14,697 and no match is required by the City of Statesville. The Department will to use these funds towards the purchase of a Cellbrite Universal Forensic Extraction Device (UFED) Touch Ultimate as well as additional body-worn camera systems for patrol officers.

VI Consider approving Budget Amendment #10 in the General Capital Reserve Fund.

Lisa Salmon stated that in 1996, the City established and has maintained the General Capital Reserve Fund for the purpose of accumulating funds to finance capital expenditures for the General Fund. Funds are derived from the General Fund. The 2014-15 General Fund budget includes a transfer of funds from the General Capital Reserve Fund for the following capital expenditures:

Automated Recycling Truck	\$291,751
Other capital equipment	404,144
Radio Road Sidewalks	24,500
	<u>\$720,395</u>

This budget amendment increases the appropriation for the transfer of funds to the General Fund for the items above. After this transfer, all remaining funds in the General Capital Reserve Fund are committed for specific items except a small undesignated amount:

Fire Station Debt	\$1,220,065 (with federal int. subsidy, pays loan in full thru Mar. 2020)
Streetscape Debt	1,528,013 (with federal int. subsidy, pays 1 st 5 years thru Dec. 2015)
Reserved for Recreation	96,629
New Fire Station (Larkin)	11,678
Sidewalk (payment in lieu)	88,722
Undesignated	<u>10,043</u>
	\$2,955,150

Staff recommends approval of Budget Amendment #10.

Council members agreed by consensus to move this item to the Consent Agenda.

VII Consider approval of the purchase of one bucket truck with utility bed for \$211,914 from Altec through the National Joint Power Alliance contract and \$1,011 for tax and tag.

Kent Houpe explained that General Statute 143-129 (e) (3) allows local governments to purchase through a group purchasing program without bidding, providing the organized programs use a competitive process to select the vendors. Altec is a selected vendor under the National Joint Power Alliance (NJPA). This purchase will replace an existing bucket truck with a new 2015 Western Star cab, chassis and Altec model #AA55E 55 foot double bucket. Funds in the amount of \$220,000 were appropriated in the 2014-2015 department operating budget for this purchase.

VIII Consider accepting a grant of \$30,000 from the NC Department of Environment and Natural Resources (DENR) to be used toward the purchase of roll-out carts for single stream recycling and approval of Budget Amendment #14.

Scott Harrell stated the Sanitation Division was notified of the award of a 2014 Community Waste Reduction and Recycling Grant from DENR in the amount of \$30,000 on June 23, 2014. These funds will be applied toward the purchase of roll-out carts for use in the conversion of the curbside recycling program to the single stream format. A 20% cash match of \$6,000 by the City is required. \$480,000 is appropriated in the 2014-15 budget for the purchase of the roll-out carts so no additional funds will be required for the cash match. Sanitation Superintendent Fredrick Morrison will administer these funds in accordance with grant requirements. Staff recommends accepting the grant award and approval of Budget Amendment #14.

Mr. Harrell gave a brief update on the status of the single stream recycling program stating that so far 3,650 citizens have registered for the service.

IX Consider a request to accept streets for City maintenance in Martha's Ridge subdivision.

Mr. Harrell stated Staff received a request from True Homes for the City to accept streets in the Martha's Ridge subdivision for maintenance. Staff has confirmed that the streets were constructed to City standards and are generally in good condition. One area of asphalt in Martha's Ridge Lane is in need of repair, and street name signs and stop signs are needed in several locations. Staff discussed these items with representatives from True Homes, who agreed to perform the asphalt repair under City supervision and install signs as directed by City staff. The streets to be accepted are as follows:

Name	Length (ft.)
1. Martha's Ridge Drive	2,464
2. Andes Drive	1,272
3. Little Dog Lane	576
4. Sarah Laura Lane	417
5. Shillington Lane	620
6. Simones Court	100
7. Jacobus Court	62
8. Mibbs Place	126
9. Roby's Place	<u>196</u>
 Total Length:	 5,833

A temporary cul-de-sac exists at the end of Sarah Laura Lane; the City would be responsible for maintaining only the portion of the cul-de-sac that is within the 50-foot right-of-way. Staff recommends acceptance of the streets in Martha's Ridge subdivision, contingent upon asphalt repair and street sign installation as directed by City staff.

X Consider approving a request from Ms. Lisa Buhrmaster for a sewer tap to serve a parcel on James Farm Road.

Mr. Harrell stated the property is located on James Farm Road and is approximately 265 feet from the City Limits. There are no structures on the property and it is currently zoned R-15. Ms. Buhrmaster and her husband are considering purchasing the property, contingent on sewer availability. According to Ms. Buhrmaster, Iredell County has denied a septic permit for the property. The nearest sanitary sewer is located across James Farm Road and water service is by Iredell Water Corp. Staff recommends approving a

sewer connection subject to inside rates and System Development Fees contingent upon receiving a petition for voluntary annexation.

XI Consider a request to provide water and sewer service to a parcel on Fanjoy Road as a part of the ETJ release to the City.

Mr. Harrell stated the Fanjoy site is an approximately 184 acre parcel located on Fanjoy Road. The property is adjacent to existing City limits along its western and southern boundaries. Mike Smith with Statesville Regional Development Corp. is working with the property owner to request the site be released from County jurisdiction and to submit a petition for voluntary annexation. There is an 8" water main adjacent to the site and an 8" sewer main is approximately 70 feet south of the site. Staff recommends approving water and sewer connections subject to inside rates and System Development Fees contingent upon receiving a petition for voluntary annexation.

XII Consider approving a request to allow Energy United to place five power poles (with underground) on the southern boundary of the BalloonFest site at the Statesville Regional Airport.

David Currier explained that the annual BalloonFest site, south of Taxiway F, has traditionally used portable generators to provide power for vendors and security lighting during the three day event. This year the event staff is experiencing difficulties securing generators and is requesting permission to have five security light poles installed, each with temporary power outlets for the vendors. The poles will be located on the south side of the site and will be fed from the existing overhead line that serves the sewer lift station. This work will be done at no cost to the City. There will be a one year contract with the Balloonfest Committee with the clause that if requested by the City the poles will be removed within 60 days. The FAA is in the process of determining if the poles do not exceed height restrictions.

XV Conduct a public hearing and consider approving first reading of TA14-03 filed by the City of Statesville to Amend Article 6-Development Standards, Section 6.07-Sign Regulations, I. Exempt Signs, 3. Flags)

Mr. Currier stated that the purpose of this text amendment is to allow businesses to erect official governmental flags (i.e. United States, North Carolina, and other nations/territories recognized by the United States) and to amend the Unified Development Code language to match the state statute. Staff has completed research and would like to request that the City consider this language to allow other national flags in addition to the United States, North Carolina and City of Statesville flags. This revised language will also be consistent with the North Carolina state statute. Governments can regulate number, height and size of these flags. The Planning Board's recommendation is favorable with the addition of a maximum allowable size flag of 8' x 12'. The vote was unanimous and there were no speakers at the public courtesy hearing.

Council member West made a motion to move to Executive Session in accordance with N.C.G.S. 143-318.11(a)(4) to discuss an Economic Development matter, N.C.G.S. 143-318.11(a)(6) to discuss two Personnel matters, N.C.G.S. 143-318.11(a)(5) to discuss an Property Acquisition matter and N.C.G.S. 143-318.11(a)(3) to preserve the attorney-client privilege for all, seconded by Council member Schlesinger. The motion carried unanimously.

Upon return from Executive Session Mayor Kutteh stated that Council had discussed an Economic Development matter, two Personnel matters, a Property Acquisition matter and preserved the attorney-client privilege for all. No action was taken.

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



Constantine H. Kutteh
Constantine H. Kutteh, Mayor

Attest:

Brenda Fugett
Brenda Fugett, City Clerk