

MINUTES OF RETREAT OF THE  
CITY COUNCIL OF THE CITY OF SANFORD  
SANFORD, NORTH CAROLINA

The City Council held its annual retreat at the Sanford Municipal Center in the West End Conference Room, in Sanford, North Carolina, on Wednesday, January 20, 2010, at 8:15 A.M. The following people were present:

Mayor Cornelia P. Olive	Council Member Sam Gaskins
Mayor Pro Tem Mike Stone	Council Member James G. Williams
Council Member Charles Taylor	Council Member Linwood Mann
Council Member Walter McNeil, Jr. (Arrived at 9:50 A.M.)	
Council Member Poly Cohen	City Attorney Susan C. Patterson
City Manager Hal Hegwer	Deputy City Clerk Janice Cox

Absent:

City Clerk Bonnie White

Mayor Olive called the meeting to order.

City Manager Hal Hegwer explained that a purpose of the retreat is for council to talk about some things they would like to accomplish and for staff to show where we are and have a look at where we are headed. He presented a Power Point overview to highlight many of the city's accomplishments in 2009. Included in the overview were: the completion of Chatham Street project; Historic District entry signs; Grant for survey of Historic State Designation for East Sanford; City received budget CAFR award for the 23<sup>rd</sup> consecutive year; Play City USA designation; the pocket park initiative; City received National Night Out award for the 14<sup>th</sup> consecutive year; computers in police patrol cars; stimulus funded projects; street lights; Tree City USA designation; pedestrian study; vehicle philosophy; W. B. Wicker landmark status; and new fire trucks. See extended list in Exhibit A. (Exhibit A)

Financial Services Director Melissa Cardinali presented a financial overview. Mrs. Cardinali reviewed graphs detailing actual income for 2007-2008 and 2008-2009, the amount budgeted for use in 2009-2010 and amount projected for 2009-2010 for the following: ad valorem taxes, sales taxes, utility franchise tax, interest income – General Fund, building permits – city, building permits – county, waste management fees, water charges, sewer charges, interest income – Utility Fund, and taps and connections. (Exhibit B)

Public Works Director Vic Czar gave a brief summary of projects included in the Capital Improvements Plan (CIP), some of which will receive stimulus funding. These projects include: the clearwell rehabilitation project which was funded in part through the American Recovery and Reinvestment Act (ARRA); erection of elevated storage facility for potable water; Hawkins Avenue waterline; water treatment plant expansion; wastewater treatment plant expansion; Carr Creek pump station replacement; Gum Fork Branch force main replacement; pump station generator installation; service center parking expansion; remodel/renovate City Hall which was

opened in 1981; vehicle, salt, sand, and rock storage buildings; sidewalk installation; pedestrian study; park development; greenway system development; streetscape improvements; No. 4 Fire Station; No. 5 Fire Station; replacing self-contained breathing apparatus (SCBA) for fire departments; radio upgrades for Fire Department; public safety facility; equipment storage building for Fire Department; and renovation of No. 2 Fire Station. At the golf course, capital improvement plans include renovation of cart paths; study/redesign of fourth and fifth holes; club house renovations; and cart storage facility.

Mr. Czar explained that the purpose of the American Recovery Resource Act (Stimulus Package) is to create jobs quickly with impact on water, wastewater, DOT and greenway. The City is anticipating major capital expenses as summarized in the CIP. Expenses for water and sewer will be in the Enterprise Fund; expenses for streets, public safety, and general services will be in the General Fund. Mr. Czar presented a map of the proposed Industrial Park expansion and possibilities to extend water and sewer. (Exhibit C)

Finance Director Melissa Cardinali introduced Janice Burke, CPA, and Patrick Smith, representatives from First Southwest, the city's financial advisor in the matter of the debt issuance process. They reviewed the typical debt issuance process by explaining/discussing the following: advantage of issuing bonds; revenue bond overview; revenue and contract revenue debt features; professionals involved during the debt issuance process; rating agencies—key factors that impact credit ratings; and the process of issuing revenue bonds. A summary of the proposed revenue bond was also provided. This included a chart demonstrating the existing enterprise fund debt service; the proposed 2010 debt issuance; and the projected debt service after new issuances; a graph illustrating debt service by fiscal year (Enterprise Fund debt only); and explanations for the importance of planning ahead for rate increases. (Exhibit D)

General Services Director Tim Shaw presented an overview of City services covering general public works operations, philosophy, structure and budget, current projects, and Fiscal Year 2010-2011.

Mr. Shaw explained that General Services receives inquiries, requests, and projects from management, council, and the general public via phone, email, or walk-in. It is the philosophy of General Services to provide essential services to the quality of life of citizens and to use departments of the City of Sanford in the most cost effective, efficient, and courteous manner possible. General Services employs thirty-five people and has a total budget of \$4,120,129 for the 2009-2010 Budget. The General Services Department structure is made up of Tim Shaw, administration; Steve Stewart, building and grounds; Randy Paschal, fleet maintenance; and Larry Craig, solid waste and sanitation.

Mr. Shaw noted that this year the Carr Creek Neighborhood Park was completed. Ongoing projects include construction of the Martin Luther King Memorial; City Hall renovations in the East End Break Room and West End Conference Room; in the Police Department—installing an awning at entrance, repainting hallway, and fitness facility renovations; and renovations to the current Sanford brick sign and funding for a second sign. Mr. Shaw listed projects expected to be completed in 2010-2011 which include the MLK

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Memorial, concept welcome sign, decorative lights around City Hall, Endor Iron Furnace Trail, and US1/Hwy 421 planting. (Exhibit E)

Fleet Maintenance Superintendent Randy Paschal presented information about city vehicles and efforts to maximize efficiency. In the fleet maintenance area, the city has: 250 vehicles and pieces of equipment; 13 divisions utilizing vehicles; 5 employees; certified NC inspection station; NC DMV CDL tester; and two ASE certified master technicians. Mr. Paschal reviewed the cost evaluation of city vehicles; the policy for replacement of police cars, Public Works pickups, and departmental cars. He stated that he is always looking at alternative fuel sources, but no alternatives are currently cost-effective. He outlined the City's fuel-saving strategy. (Exhibit F)

Solid Waste Superintendent Larry Craig gave an update on the Solid Waste Division. In 2009, through its weekly collection of limbs throughout the City, 2,900 tons of limbs were picked up; approximately 1,300 tons of bulk trash were collected; approximately 3,000 tons of leaves were collected; the City billed DOT \$18,160.40 for mowing rights-of-way; there are 71 miles of curb to cut and 23 miles of sidewalk to be cleaned; inmate crews collected approximately 15.5 tons of litter in 2009; and there were 100 work order requests for graffiti removal. The City's compost facility is 53 acres permitted as a Large-Type 3 Solid Waste Compost Facility. Staff will submit an application renewal for a five-year permit and had \$42,035 in annual sale of woodchips and compost in 2009. Waste Management collects approximately 8,000 tons of residential garbage and 600 tons of recyclables annually. (Exhibit G)

A tour of City facilities was available for council members, but none chose to attend.

**ALL EXHIBITS CONTAINED HEREIN ARE HEREBY INCORPORATED BY REFERENCE AND MADE A PART OF THESE MINUTES.**

**RECESS**

The meeting was recessed until January 21, 2010, at 1:30 P.M. upon motion of Council Member Charles Taylor; seconded by Council Member Sam Gaskins, the motion passed unanimously.

Respectfully submitted,

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Cornelia P. Olive, Mayor

ATTEST:

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Janice Cox, Deputy City Clerk