

CITY COUNCIL AGENDA
225 EAST WEATHERSPOON STREET
SANFORD, NORTH CAROLINA
June 16, 2020 6:00 P.M. COUNCIL CHAMBERS



1. MEETING CALLED TO ORDER

2. INVOCATION

3. PLEDGE OF ALLEGIANCE

4. PUBLIC COMMENT

5. APPROVAL OF AGENDA

6. CONSENT AGENDA

- A. Consider Approval of Meeting Minutes – Electronic Council Meeting of April 7, 2020 (Pages 4-10)
- B. Consider Approval of Meeting Minutes – Electronic Council Meeting of May 5, 2020 (Pages 11-22)
- C. Consider Approval of Meeting Minutes – Special Electronic Council Meeting of May 11, 2020 (Page 23)
- D. Consider Approval of Meeting Minutes – Electronic Council Meeting of May 19, 2020 (Pages 24-32)

7. SPECIAL AGENDA

8. CASES FOR PUBLIC HEARING

- A. Consider Ordinance Directing the Code Enforcement Supervisor to Demolish the Abandoned Building or Structure located at 2208 Buchanan Street, Sanford, NC, and to Award to Edi Sons, Inc. Grading Contractors the Amount of \$4,675 for Demolition of the Structure, Removal of Debris, Grading and Seeding (Pages 33-36)
- B. Consider Ordinance Directing the Code Enforcement Supervisor to Demolish the Abandoned Building or Structure located at 223 Hillcrest Drive, Sanford, NC, and to Award to Edi Sons, Inc. Grading Contractors the Amount of \$11,950 for Demolition of the Residential Structure, Removal of Debris, Grading and Seeding (Pages 37-40). The repair or demolition of the retaining wall (Pages 41-45) is estimated to be \$51,275 and will be awarded at a later date.

- C. Consider Ordinance Directing the Code Enforcement Supervisor to Demolish the Abandoned Building or Structure located at 116 McGill Street, Sanford, NC, and to Award to Edi Sons, Inc. Grading Contractors the Amount of \$5,300 for Demolition of the Structure, Removal of Debris, Grading and Seeding (Pages 46-49)
- D. Consider Ordinance Directing the Code Enforcement Supervisor to Demolish the Abandoned Building or Structure located at 1015 San-Lee Drive, Sanford, NC, and to Award to Edi Sons, Inc. Grading Contractors the Amount of \$8,450 for Demolition of the Structure, Removal of Debris, Grading and Seeding (Pages 50-53)
- E. Consider Ordinance Directing the Code Enforcement Supervisor to Demolish the Abandoned Building or Structure located at 520 Oakwood Avenue, Sanford, NC, and to Award to Edi Sons, Inc. Grading Contractors the Amount of \$5,800 for Demolition of the Structure, Removal of Debris, Grading and Seeding (Pages 54-57)

9. **DECISIONS ON PUBLIC HEARINGS**

10. **REGULAR AGENDA**

11. **NEW BUSINESS (Items for discussion and action will only be taken if necessary. Otherwise, these items will be placed on the next agenda for approval).**

- A. Consider Capital Project Ordinance Amendment – to Close Amos Bridges Water Main Project No. W1803 (Page 58)
- B. Consider Capital Project Ordinance Amendment – Hawkins Avenue Waterline Improvements Project W1303 (Page 59)
- C. Consider Ordinance Amending the Annual Operating Budget Fiscal Year 2019-2020 – Cleanup Amendment – Handout (Page 60)
- D. Consider Resolution for Wastewater Treatment Plant Flood Protection Project – Big Buffalo Water Reclamation Facility Flood Prevention – Grant/Loan Application (Pages 61-62)
- E. Consider Resolution for Little Buffalo Creek Sewer Line Rehabilitation Project Grant/Loan Application (Pages 63-64)
- F. Consider Reimbursement Resolution – Project Forge – Infrastructure Improvements (Page 65)
- G. Consider Ordinance Amending the Annual Operating Budget Fiscal Year 2019-2020 – Contribution to Project Forge Infrastructure Improvements (Pages 66-67)
- H. Consider Grant Project Ordinance Amendment – Project Forge – Infrastructure Improvements (U2001) – (Page 68)
- I. Consider Award of Guaranteed Maximum Price for Project Forge Roadway/Waterline (Page 69)

J. Consider Award of Project Forge Sewer Extension – Intermediate Force Main Extension, Phase II (Pages 70-72)

K. Consider Appointments to Various Boards, Commissions and Committees (Pages 73-95)

12. OTHER BUSINESS

13. ADJOURNMENT

**MINUTES OF
ELECTRONIC MEETING -
CITY COUNCIL OF THE CITY OF SANFORD
SANFORD, NORTH CAROLINA**

The City Council met remotely through electronic connections (Office Suite HD software) on Tuesday, April 7, 2020, at 6 p.m., with the Mayor presiding from the Council Chambers of the Sanford Municipal Center, 225 E. Weatherspoon Street. The following people were connected (“present”) and participated remotely in the meeting:

Mayor T. Chet Mann
Council Member Sam Gaskins
Council Member Charles Taylor
Council Member Rebecca Wyhof Salmon
City Manager Hal Hegwer
Deputy City Clerk Vicki Cannady

Mayor Pro Tem Byron Buckels
Council Member Jimmy Haire
Council Member Norman Charles Post, III
Council Member James Williams
City Attorney Susan Patterson

Absent:
City Clerk Bonnie Davis

CALL TO ORDER

Mayor Mann called the meeting to order and noted that history is being made with this being the City’s first electronic meeting. Council members were all connected and citizens were provided information prior to the meeting on how to join the meeting, which was recorded for viewing later. Since Lee County is currently under a State of Emergency due to the COVID-19 pandemic, a resolution will adopt rules of procedure for electronic meetings.

Resolution Adopting Rules of Procedure for Electronic Meetings During a State of Emergency – City of Sanford (Exhibit A)

City Attorney Susan Patterson summarized the rules of procedure by explaining that it may not be feasible, possible or practical for Council to meet in person during declared states of emergency, whether state or local, and the proposed resolution establishes rules for electronic meetings through an electronic or teleconferencing platform. She reviewed the rules as set forth on the attached Exhibit A and explained that they would also apply for advisory boards.

Council Member Gaskins made a motion to approve the Resolution Adopting Rules of Procedure for Electronic Meetings During a State of Emergency – City of Sanford. Seconded by Council Member Taylor, the motion carried unanimously (through roll call vote).

Mayor Pro Tem Buckels led the invocation and the Pledge of Allegiance was recited.

PUBLIC COMMENT (Exhibit B)

There were no requests for public comment. *NOTE: The Notice of Electronic Meeting (attached hereto as Exhibit B) directed that anyone who wanted to make a public comment at this meeting should email or contact Deputy City Clerk Vicki Cannady and the comments would be read aloud during the meeting; however, no requests were received.*

APPROVAL OF AGENDA

Council Member Taylor made the motion to approve the agenda. Seconded by Council Member Gaskins, the motion carried unanimously (through roll call vote).

CONSENT AGENDA

There were no items on the consent agenda.

SPECIAL AGENDA

There were no items on the special agenda.

CASES FOR PUBLIC HEARING

There were no cases for public hearing.

DECISIONS ON PUBLIC HEARINGS

There were no decisions on public hearings.

REGULAR AGENDA

There were no items on the regular agenda.

NEW BUSINESS**Ordinance Amending Annual Operating Budget FY 19-20 – Police Vehicle Replacement (Exhibit C)**

Financial Services Director Beth Kelly, via electronic connection, explained that this ordinance appropriates insurance proceeds of \$27,300 to replace a vehicle that was a total loss.

Council Member Williams made a motion to approve the Ordinance Amending Annual Operating Budget FY 19-20 – Police Vehicle Replacement. The motion was seconded by Council Member Post.

Council Member Taylor questioned whether the vehicle could be purchased to use any parts or equipment that could be salvaged. Mrs. Kelly explained that since the vehicle was a total loss, the insurance company did not offer that option for this claim.

Mayor Mann called for a vote and the motion carried unanimously (through roll call vote).

Discussion Regarding Request from 2018 Urgent Repair Housing Rehabilitation Program Client and Related Promissory Note (Exhibit D)

City Attorney Susan Patterson explained that our Urgent Repair Program (“URP”) allows the Community Development Department to make repairs to residents’ homes; repairs average approximately \$5,000 for each home. One program participant is experiencing declining health and will be moving in with a family member and selling the home. Participants execute an unsecured promissory note to the City for the amount expended by the City and \$1,000 is forgiven annually on the note’s anniversary date. The Housing Finance Agency gives Council discretion to determine whether to recoup the balance owed when participants move out of the house or when the house is sold or to waive this repayment requirement. Funds that are repaid go into a fund for future community development activities established by federal housing programs. The participant’s property was improved in December 2019, in the amount of \$6,195 and a request has been made to waive the repayment requirement.

Council Member Williams made a motion to approve this request and the motion was seconded by Mayor Pro Tem Buckels. Attorney Patterson requested clarification as to whether the motion was to approve the request to waive repayment or to approve the repayment requirement. Mr. Williams withdrew his motion until additional information is received. Council Member Salmon questioned whether this issue has been addressed previously and if so, how it was addressed. Attorney Patterson explained that she was unaware of a similar situation and noted that since the note was unsecured, staff would not have known about plans to sell the house had the participant's family not notified staff (since no Deed of Trust is recorded). Council Member Taylor expressed concern about setting a precedent if repayment is waived, particularly if that were to jeopardize this successful program and questioned whether a lien could be placed on the house to cover the outstanding balance if it is sold. Attorney Patterson explained that is not an option since the note was originally unsecured and stated that she could not provide details about the property owner due to privacy issues.

Council Member Gaskins noted that since Mr. Williams withdrew his motion, there was no motion on the floor and then made a motion that the request to waive repayment be denied, which was seconded by Council Member Taylor. Mr. Gaskins noted that the purpose of the URP grant program is to help people remain in their homes and since these funds were used to repair and improve the home, waiving repayment when the homeowner leaves the home would be counterintuitive and against the program's purpose. Mr. Taylor agreed that the program's integrity should be protected to ensure it remains intact. Attorney Patterson reminded Council that the homeowner is leaving the home to move in with relatives only because of health issues.

Community Development Manager Karen Kennedy (connected through telephone) explained that a family member of the homeowner requested that the repayment requirement be waived due to her mother's health. She explained that \$1,000 of the balance would be forgiven annually on the anniversary date of the note (August 14 in this case) until the principal balance is reduced to zero and program participants are informed that these funds must be repaid when the notes are executed, whether secured or unsecured. Mayor Pro Tem Buckels requested confirmation that payback is due only upon sale of the home. Ms. Kennedy confirmed this is an event of default and Mann suggested this is because homeowners typically have equity in their property and that would be used to pay the balance when the home is sold. Mr. Buckels expressed concern as to whether the homeowner would have adequate equity to pay the balance or whether it would create a hardship. Ms. Kennedy stated that family members have become residents of the properties in the past (depending in eligibility and income verification) with a lower payback requirement, but family members are not interested in residing in the property in this case and they would like to sell the property in the next three to five months. She also stated that decisions similar to this have been made by Council in the past. Mr. Buckels noted that this situation was created by sickness and agreed the funds should be repaid unless it would create a hardship for the homeowner. Mr. Buckels questioned whether the repayment requirement could be waived only if funds are not available from sales proceeds. Council Member Gaskins suggested the participant or a representative come before Council if repayment is in fact found to be a hardship. Council Member Haire questioned whether a compromise could be made, with the homeowner repaying 50 percent of the outstanding balance when the property is sold and Council waiving the remaining 50 percent. Ms. Kennedy suggested that Council is bound by program restraints as set forth in the promissory note but conceded the decision is in Council's discretion.

Mayor Pro Tem Buckels requested confirmation that the current motion requires repayment of the outstanding balance unless it is proven that repayment would present a hardship, at which time the balance would be forgiven when the property is sold. Mr. Gaskins suggested that would be a motion to reconsider and anyone voting in favor of the current motion would be able to make a motion

to reconsider. Attorney Patterson explained that the two items constituting default under the note are sale of the property or if the property ceases to be occupied by the borrower as their principal residence. Council Member Taylor questioned whether this issue could be tabled until a sale is pending. Attorney Patterson confirmed it could be tabled but since the note is unsecured, there is no guarantee we will be informed when a sale is pending (since the loan is not secured by a recorded Deed of Trust) and suggested that the family needs to know now whether Council will waive or require repayment. Mr. Taylor noted that recognizing whether repayment is a hardship won't occur until there is a sale, and if the participant has equity and receives funds from the sale, it is not a hardship. Attorney Patterson suggested that Council can't wait until sales proceeds are available to determine whether repayment is required. Mayor Mann suggested the request is being presented now because they anticipate a hardship. Mr. Gaskins suggested there will be adequate time after the homeowner accepts an offer to purchase the home and it is appraised to determine its value, so they will know whether funds would be available to repay the note balance and allow time to request a repayment waiver from Council.

Council Member Taylor called the question and Mayor Mann called for a vote on the motion to deny the repayment waiver. Votes cast in favor of the motion were made by Council Members Gaskins, Haire, Post, Salmon, Taylor and Williams; Council Member Buckels, citing concern about a potential hardship, voted against the motion, which carried by a vote of six to one.

Health Insurance Renewal for Plan Year 2020-2021 (Exhibit E)

City Manager Hal Hegwer explained that staff has been advised to increase funding for the City's self-insured health insurance plan premium by seven percent or \$281,302 annually (\$214,586 from the General Fund, \$66,716 from the Utility Fund). This premium includes several incentive programs currently in place for hypertension, obesity and diabetes, and would be solely paid for by the City with no cost increases for employees (co-pays or out-of-pocket expenses). He stated that typical increases average approximately nine to ten percent annually and explained that a decision is needed at this time in order to allow employees adequate time to make plan changes before renewal.

Council Member Gaskins made a motion to approve a funding increase of seven percent to the City's health insurance plan for FY 20-21. The motion was seconded by Council Member Post.

City Manager Hegwer confirmed that there would be no increase in premiums for employees covering spouses and/or dependents, nor for their co-pays or out-of-pocket expenses, and the increase would be borne by the City. Regarding retiree coverage, Council Member Taylor questioned at what point they are removed from the City's health insurance plan and given a Medicare supplement. Mr. Hegwer confirmed that qualified retirees (depending on years of service, etc.) are covered just like employees until they reach the age of 65, at which time they are moved to a supplement and there are no changes to the supplement.

Mayor Mann called for a vote on the motion to approve the funding increase, which carried unanimously (through roll call vote).

Discussion Regarding Planting of Cherry Trees at Municipal Center (Exhibit F)

City Manager Hal Hegwer reminded Council that he was approached by Dr. Larry O'Connell about planting cherry trees and Dr. O'Connell wants to eliminate any concerns about trees already planted along Main and Trade Streets in Jonesboro by paying the total cost of that planting (\$11,250), along with \$2,000 to plant additional trees at City Hall. The City would retain the services of a landscape architect to analyze the conceptual plan included in the attached exhibit.

Council Member Post made a motion to plant additional cherry trees at the Sanford Municipal Center and the vote was seconded by Council Member Haire.

Council Member Gaskins expressed dissatisfaction with trees planted previously in Jonesboro and expressed concern that Dr. O'Connell offered to pay for those small trees, which he previously offered to fund. Council Member Taylor stated that Dr. O'Connell offered to fund a planting program at N.C. State University to honor his wife and the landscape architect for N.C.S.U. advised him regarding which trees to plant. Mr. Taylor noted that at the October 8, 2019 Council meeting, Council was informed that the trees would be "whips" with some blooms the first year; pictures were provided and at no time was the median tree thickness discussed, so there should have been no expectation of larger, more expensive trees. He noted that the 156 trees planted downtown cost \$34,600 (an average of \$221.79 each) and many of them have been replaced. Based on information provided by the grower who brought them to Sanford, they were six-inch saplings less than a year ago and have grown about 1.5 feet since they were planted here. The trees planted by the Lutterloh building on Chatham Street were planted in May 2018 and May 2019 and they were similar to those currently in Jonesboro. He stressed that there was no misrepresentation that larger trees would be planted in holes that had electrical runs since that limits what can be planted; he also stated that many of the trees previously there were already dead. He also noted that he and Council Member Haire encouraged Dr. O'Connell to make his investment in Sanford rather than Raleigh. Mr. Taylor stated that on October 8, Council committed to spend up to \$15,000 (and the final cost was much lower), and suggested that Council honor its commitment. Council Member Haire stated that Dr. O'Connell wants to do this project in memory of his wife and suggested that the trees will flower magnificently.

Mayor Mann called for a vote on the motion to plant trees at the Municipal Center, which carried unanimously (by roll call), and thanked Dr. O'Connell for the donation.

OTHER BUSINESS

Council Member Buckels encouraged everyone to adhere to all rules related to the COVID-19 pandemic and to stay safe.

Council Member Gaskins noted that an article in today's edition of *The Sanford Herald* contained erroneous information indicating that water and sewer service would be suspended. The City has actually suspended cutoffs for water and sewer service, since water should not be an issue with hand-washing being one of the best ways to avoid spreading COVID-19.

Council Member Salmon encouraged everyone to stay safe and look after one another. If everyone maintains measures to contain spreading the virus, we will all be safer in the future.

Council Member Taylor thanked local businesses that are helping support first responders, including Coty: the plant modified its process to manufacture hand sanitizer, currently in short supply, that was distributed to local firemen, police officers and public works employees. Challenge Printing is making pharmaceutical labels and Mertec Solutions is creating a component with a 3-D printer for a product to help with the fight.

Council Member Williams stated that Pfizer is working with a British company to develop a vaccine against the coronavirus. He also noted that Lee County currently has only three cases and expressed pride that our citizens are adhering to safety precautions. Mayor Mann agreed that we are extremely fortunate to have a company such as Pfizer in our community.

Attorney Patterson stated that the legislature is scheduled to return to session on April 28, but that may change. The current deadline for drafting local bills is in early May and mid-May in the Senate, so she encouraged Council members to notify her if there are any local bills we want considered. Mayor Mann agreed that we need to inform our delegation now if we have any urgent needs since they will have several matters to address when they meet.

Regarding operational aspects, City Manager Hal Hegwer explained that a tremendous amount of time has been spent reacting to the COVID-19 pandemic but it is unlikely we will have any major reimbursable expenses other than employees' time. Staff continues to adhere to state and federal guidelines to ensure safety while providing essential services to the public; however, the public may begin to see some delays in bulk trash pickup and leaf/limb pickup since some procedures have been altered. Among staff, social distancing continues and work schedules are being modified. With more citizens at home, a great deal of material is being discarded and staff is doing their best to maintain pickup. He confirmed that all proper safeguards (gloves, masks, etc.) are available and laptops were ordered early. Communication with the county and emergency management has gone well and he expressed gratitude we don't have unmet needs as seen in other areas of the country. Very few concerns have been received from the public regarding problems with social distancing, other than those seen at some retail establishments. Staff communicated at great length with business representatives regarding safety precautions and all businesses contacted have implemented additional measures. He learned today that Governor Cooper will be implementing additional protocols for retail establishments to clarify guidelines and additional information will be monitored. He thanked Council for its support and Mayor Mann thanked Mr. Hegwer for his leadership.

Financial Services Director Beth Kelly reminded Council that the impact of COVID-19 on sales tax revenue won't be known for some time since that revenue is received several months in arrears. The League of Municipalities is trying to gather information to provide revenue projections to elected officials and finance departments, and they also issued a letter providing information to the House Select Committee regarding a request for funds through the federal pass-through. Although motor vehicle taxes could also be delayed, ad valorem property taxes (real and personal) have been collected through January, so no decrease in that revenue should be seen. We must also consider the impact lower occupancy tax revenue will have on the TDA budget. Webinars have been held with FEMA regarding which expenses may be reimbursed. The budget calendar has remained unchanged, although there has been some discussion at the state level about revising those dates, so staff is moving forward with plans to adopt the budget prior to July 1. Information is still being received from the state and the UNC School of Government on the federal act that provided 80 hours of paid leave for employees, as well as Executive Order 124 that required all customers to be notified that no account balances were waived, only late fees and disconnections were waived for 60 days (although Council halted disconnections and late fees prior to that order). It also required that customers be notified that six-month payment plans would be offered to pay balances from the first 60-day period and this information will be distributed through social media. Staff is also required to publish information to the Utility Commission weekly on the amount of late fees that would have been charged and the amount outstanding for every week billed (this requirement begins next week). She informed Council that three cycles have been billed since Council approved halting disconnections and late fees, and outstanding balances for each cycle has at least doubled compared to normal cycles; this information is being monitored. Signs outside City Hall (in English and Spanish) have been updated to clarify drop box information.

City Manager Hegwer explained that in order to minimize traffic at the Service Center, the public is not allowed to purchase compost or wood chips; they are being provided only through

delivery. He asked if there was consensus among Council to waive 50 percent of the delivery cost to help get the material out quicker and prevent an accumulation, particularly with so many residents at home at this time; the cost of the material would remain unchanged. Mayor Mann asked Council members to indicate by a show of hands whether they supported this suggestion and Mayor Mann confirmed there was consensus to waive 50 percent of the delivery fee for compost and wood chips.

Mayor Mann thanked City staff for their work behind the scenes during the COVID-19 pandemic, particularly those who are exposing themselves daily to keep the City moving forward. He remains in communication with Central Carolina Hospital, where they are equipped and have no problem with capacity, particularly with the cancellation of all elective surgery. Scientists have warned that we can expect the worst in the next two weeks. While our community has done a great job observing suggested protocols, including social distancing, he implored the public to heed advice not to gather in large groups, since people may not be aware they may have been exposed to or infected by the virus. He urged everyone to avoid any activity outside our homes other than truly essential activities so Sanford can continue to have a low number of COVID-19 cases. Police have spoken with several large retailers in the City who want to be compliant, but we also have a personal responsibility to stay home if possible until precautions are lifted and do what is necessary to save lives and our economy. Economic development activities continue, as SAGA is busy with businesses considering Sanford, and the Technical Review Committee calendar remains full as staff continues working though information. He noted that there will be difficult decisions on budget planning and the budget will likely be quite different than what was discussed at the Council retreat, depending on how long the crisis continues. He expressed hope that the recovery will not be prolonged and people will be able to gather as we did before the virus. He thanked everyone for their patience with this first electronic meeting and explained there will be discussions about meetings in the near future and the need for public participation, so it may be necessary to hold more meetings electronically. He encouraged everyone to be safe, smart, and patient in order to remain healthy, to continue acts of kindness and remember why Easter will be celebrated next weekend.

ADJOURNMENT

Council Member Gaskins made the motion to adjourn the meeting; seconded by Council Member Taylor, the motion carried unanimously.

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

Respectfully Submitted,

T. CHET MANN, MAYOR

ATTEST:

VICKI R. CANNADY, CITY CLERK

**MINUTES OF
ELECTRONIC MEETING -
CITY COUNCIL OF THE CITY OF SANFORD
SANFORD, NORTH CAROLINA**

The City Council met remotely through electronic connections (Office Suite HD software) on Tuesday, May 5, 2020, at 6 p.m., with the Mayor presiding from the Council Chambers of the Sanford Municipal Center, 225 E. Weatherspoon Street. The following people were connected (“present”) and participated remotely in the meeting:

Mayor T. Chet Mann	Mayor Pro Tem Byron Buckels
Council Member Sam Gaskins	Council Member Jimmy Haire
Council Member Charles Taylor	Council Member Norman Charles Post, III
Council Member Rebecca Wyhof Salmon	Council Member James Williams
City Manager Hal Hegwer	City Attorney Susan Patterson
City Clerk Bonnie Davis	Deputy City Clerk Vicki Cannady

CALL TO ORDER

Mayor Mann called the meeting to order and explained that it was being held electronically due to precautions related to the COVID-19 pandemic. Council Member Taylor led the invocation and the Pledge of Allegiance was recited.

PUBLIC COMMENT (Exhibit A)

There were no requests for public comment. *NOTE: The Notice of Electronic Meeting (attached hereto as Exhibit A) directed that anyone who wanted to make a public comment at this meeting should email or contact Deputy City Clerk Vicki Cannady and the comments would be read aloud during the meeting; however, no requests were received.*

APPROVAL OF AGENDA

Council Member Taylor made the motion to approve the agenda, which was seconded by Council Member Post. Mayor Mann conducted a roll call vote and the motion carried unanimously.

CONSENT AGENDA

City Council Work Session Minutes dated January 14, 2020 (filed in Minute Book 100)

Minutes of Joint Meeting – Sanford Area Growth Alliance, Lee County Commissioners, Town of Broadway Commissioners, and Sanford City Council – dated January 23, 2020 (filed in Minute Book 101)

City Council Meeting Minutes dated February 4, 2020 (filed in Minute Book 101)

Special Meeting Minutes dated February 11, 2020 (filed in Minute Book 101)

City Council Work Session Minutes dated February 11, 2020 (filed in Minute Book 101)

City Council Retreat Meeting Minutes dated February 20, 2020 (filed in Minute Book 101)

City Council Retreat Meeting Minutes dated February 21, 2020 (filed in Minute Book 101)

City Council Meeting Minutes dated March 3, 2020 (filed in Minute Book 101)

City Council Meeting Minutes dated March 17, 2020 (filed in Minute Book 101)

Council Member Gaskins made a motion to approved the Consent Agenda, which was seconded by Council Member Salmon. Mayor Mann conducted a roll call vote and the motion carried unanimously.

SPECIAL AGENDA

There were no items on the special agenda.

CASES FOR PUBLIC HEARING

Public Hearing – Municipal Service District Expenditures (Exhibit B)

Financial Services Director Beth Kelly reviewed expenditures as shown on the attached exhibit.

Mayor Mann opened the public hearing. Downtown Sanford, Inc., Executive Director Kelli Laudate responded to a request from Council Member Taylor for additional details on advertising expenses by explaining that advertising outside of Lee County is included. With no speakers, Mayor Mann closed the public hearing.

Council Member Williams made a motion to approve the Municipal Service District expenditures, which was seconded by Council Member Post. Mayor Mann conducted a roll call vote and the motion carried unanimously.

DECISIONS ON PUBLIC HEARINGS

There were no decisions on public hearings.

REGULAR AGENDA

There were no items on the regular agenda.

NEW BUSINESS

DSI StreetFest Schedule for the Fall

Mayor Mann explained that no vote was needed for this item, he was only seeking consensus. Downtown Sanford, Inc. (“DSI”) Director Kelli Laudate informed Council that the fourth Streetfest and Fireworks Festival was scheduled for October 10, 2020 but the DSI board recommends cancelling it this year because it is a sponsored event. They have also cancelled the 2020 music series and plan to use advertising funds to support and promote downtown and to establish and grow the farmers market downtown.

Council Member Taylor questioned whether provisions could be made to allow low-key entertainment in connection with the market and how large numbers of people attending the market differed from large groups attending concerts. Ms. Laudate explained that they are comfortable with the current arrangement because the people visiting the market weren’t all gathered at the same time as people would be at a concert. Ideas for other events have been considered and they hope to have a local concert perhaps in October. The problem with planning for future events is the uncertainty and the requirement for deposits, which may not be refundable. They have also discussed plans for Christmas in Depot Park and hope that Santa will be able to appear but with less exposure to large numbers of children, perhaps by lighting the tree and train and collecting letters. Regarding entertainment contracts,

four bands known throughout North Carolina had been booked with a commitment of approximately \$10,000 for August and September. Those contracts can be extended through next year and if Council approves, she will book them for next year's music series. She requested approval to contract with Deep South Entertainment to guide DSI through entertainment programs for a music festival and they approved an extension through next year at no additional cost. Mayor Mann suggested that decisions be made monthly since the current situation is so fluid.

Mayor Mann questioned whether there was consensus and Council members indicated they were comfortable with the recommendations.

Council Member Gaskins requested additional information regarding use of the King Roofing building on Charlotte Avenue to extend the farmers market. Ms. Laudate stated that the market has returned downtown, in the rear parking lot of the Buggy Building. When public restrooms are reopened at Depot Park, it can be held there. The market had been held at the Cooperative Extension Service but since the McSwain Center was not allowed to open, County Extension Director Dr. Bill Stone asked DSI to host it this year. Dr. Stone will help with grant applications to fund a permanent structure downtown for the market and DSI is seeking guidance from the Mayor and Council on a permanent location at the Buggy Building parking lot or the King building. Mayor Mann questioned the logistics of using the King building idea and Mr. Hegwer explained that staff has not investigated using it for the farmers market. He noted that the building has some challenges but will research it and report back to Council. Mayor Mann suggested we consider that option until the market evolves into something more permanent and that Council address this possibility at a workshop meeting in more detail. Ms. Laudate confirmed that she spoke to Zoning Administrator Amy McNeill about the King building, and she confirmed it meets zoning requirements for what would be necessary, as long as the fact that the building is located within a flood plain is not an issue. Mayor Mann noted there was consensus to move forward.

COVID-19 Sick Leave (Exhibit C)

Human Resources Director Christy Pickens reminded Council that City Manager Hegwer requested an amendment to the City's sick leave policy approximately six weeks ago to provide employees with an additional 240 hours sick leave hours for COVID-19 related absences. At the time of the recommendation, staff knew the federal government was working on legislation that would also provide paid time for COVID-19 related absences. Two laws have been enacted since that time and staff just learned that one portion of the Emergency Paid Sick Leave Act ("EPSL") provides up to 80 hours of paid time for COVID-19 related absences to employees, in addition to the 240 hours recommended by City staff. The law basically clarified that the 240 hours provided by the City would be separate from the federal government's EPSL and Emergency Family Medical Leave Acts. While the intent of the City's offering 240 additional hours of sick leave was to help employees through this unusual and uncertain time, the result is a total of 320 hours of additional sick leave for COVID-related absences. Since the only way to modify this is to modify the amendment to the City's sick leave policy, Ms. Pickens recommended that Council revise the City's 240 sick leave hours to 160, with the understanding that the other 80 hours would be available through the EPSL Act approved by the federal government. Mayor Mann noted that there has been no confirmed case of COVID-19 among City staff and thanked staff for observing proper protocols and hygienic recommendations.

Council Member Gaskins made a motion to approve the amendment but requested that the 240 hours of City sick leave remain in place for a total of 320 total, noting that the disease does not go away quickly. City Attorney Patterson explained that the amendment providing 240 by the City had already been approved and a motion could be made for it to remain unchanged, with the 80 hours provided by

the federal legislation be added to it. Council Member Gaskins withdrew his motion and made a motion that the City policy provided by the City remain unchanged and Council Member Post seconded the motion. Council Member Taylor requested confirmation that this motion would essentially authorize a total of 320 hours or eight weeks of sick leave. Attorney Patterson explained that the interpretation has been made that once the federal act became effective, it provided additional time to any sick leave already granted by institutions and entities, and the City enacted its policy prior to the federal legislation. Mr. Hegwer stated that the goal was to clarify Council's approval, since staff was not aware when the original amendment was made that federal legislation was in addition to the City's. Ms. Pickens noted that one City employee is currently near exhausting the 240 total hours and must self-quarantine for additional time on the advice of his physician. Mr. Taylor asked how the City is prepared to mitigate additional time, particularly with first responders, or any department where we are seeking employees, and how it could impact response times. Mr. Hegwer explained there is no problem at this time and staff is doing everything possible to mitigate the potential for employees contracting or spreading the disease, including social distancing and working from home. Staff is working with other agencies to ensure public and staff safety and to reduce any unnecessary interaction. He also noted that the overwhelming majority of staff will continue to work and never need this leave but it will be in place for the very few who do.

Mayor Mann conducted a roll call vote on the motion, which was unanimously approved.

Special Assessments and Special Assessment Improvement District – Galvin's Ridge and Laurel Oaks Developments (Exhibit E)

Marion Uter, with Criteria Development, explained that Galvin's Ridge and Laurel Oaks are Criteria's fifth and sixth projects in North Carolina. They have used Special Assessment Improvement District ("SAID") bonds on six projects in two other states and they have been very successful for the company and communities. His company asked Pfil Hunt (with the Wrathell, Hunt & Associates Law Firm) to research using SAID bonds in North Carolina to help finance these projects. Mr. Uter suggested there would be no liability for the City and the bonds would help move development forward.

Mr. Uter reviewed the Galvin's Ridge Master Plan and explained that they plan to develop the project in four or five phases over four years, with a goal of beginning this July and constructing continuously through 2024. They have their own construction company and their builder has committed to an aggressive schedule of at least 100 homes annually but he anticipates more. He also reviewed the Laurel Oaks Master Plan, planned for development in three phases paralleling the Galvin's Ridge project, beginning in July and completing in July 2023. They also plan to construct at least 100 homes annually in Laurel Oaks but if the market can accept more, their builder and lot supply will support it.

Joe Lucas, Attorney for Criteria Development (with the Pope Flynn Law Firm of Charlotte), informed Council that his firm has done SAID bond work in North Carolina and South Carolina for some time. He reviewed the process; advantages to the City, developer, and residents; and reasons why SAID bonds can be effective. He noted that North Carolina has historically had some assessment authority limited to streets and sidewalks but during the financial crisis of 2009, he and one of his law partners worked with the Senate on legislation for North Carolina. Two developments have been done in the state since it was approved, one in Hillsborough (2013) and the other in Mooresville (2015), and he worked on both (as bond Counsel in Mooresville and underwriters' Counsel in Hillsborough). Since this tool isn't familiar in this area, he explained why it is effective and how it can be a good tool for both City and developer. Mr. Lucas explained that additional authority was layered to allow for fairly quick critical development infrastructure needs in a specified district, with a process for landowners to petition to create a district and assess only properties in that district that benefit from the infrastructure. The

infrastructure, in this case primarily water, sewer, stormwater and streets (all items that “seed” the development), must be owned by a public entity, not the private developer. The assessments are liens against the property and are superior to all liens (such as mortgages) other than taxes. The legislation also includes bonding authority for cities and counties and allows the issuance of bonds that are secured solely by and payable solely from revenue generated from the assessments; no other general obligation pledge, budgetary utility revenues, or general fund revenues are used, and no City funds are committed.

Mr. Lucas reviewed the bond issuance process as laid out in the statute and noted that this request has been accelerated because the legislation is scheduled to expire on July 1, 2020. It was set to expire in 2013 and there have been several extensions but none is currently scheduled. He stated that Criteria has experience using SAID bonds, have a team who knows how they work and want to familiarize Council with the process. The landowners would submit a petition to the City to create a district that can be non-contiguous, which is the case with Laurel Oaks and Galvin’s Ridge. The petition, which has been drafted and submitted for review, would include a description of infrastructure projects, total estimated cost and estimated cost to be paid from special assessments. A majority of landowners who own property worth at least 66 percent of the assessed value must sign the petition, and in this case, all of the landowners will be signing. It would be submitted to the City, then the City would adopt a Preliminary Assessment Resolution (“PAR”) setting a date and time for a public hearing to be held at least three weeks after the PAR is adopted. If there is consensus to move forward, another meeting would be required next week, a public hearing set for three weeks later, and the final Assessment Resolution could be adopted by Council no earlier than ten days after the public hearing. He noted that the assessment itself would not be imposed at this time; these steps are only to establish the district and prepare for the possibility of issuing bonds. The next step would be the issuance process and when the City and developer are ready, a preliminary assessment roll would be prepared and a public hearing held. If there were no issues or amendments, the roll would be confirmed and the special assessment would become a lien on the property. Bond approval would still be required by Council and the Local Government Commission (“LGC”). The intention with the first phase is for the developer to construct infrastructure and then seek reimbursement through the bonds, thus ensuring a structure acceptable to the City and LGC and creating a marketable bond at a better interest rate. The revenue bond process can run parallel with the assessment roll process to keep things moving forward and bonds can be offered and sold soon after Council and LGC approvals and confirmation of the assessment roll. He reminded Council that the infrastructure improvements for streets, water and sewer are publicly held projects and they are conveyed to the City and there is typically an agreement between the developer and the City regarding standards.

Regarding administration, Mr. Lucas explained that SAID bonds are typically administered by an outside third-party provider (such as Mr. Hunt’s firm), rather than City staff, and the administrator handles most of the paperwork. Fees and out-of-pocket expenses of the City, including any full-time or part-time employees required, would be covered through the assessments, which include project and administrative costs that are all detailed when the assessment roll is established. Regarding collections, cities and counties typically enter into intergovernmental agreements – Orange and Iredell County did so with the towns of Hillsborough and Iredell – to collect the assessments which are included as a line item on tax bills to owners in the districts who pay them with their taxes on an annual basis. He stressed there is no cost to the City and the process is streamlined so that the City incurs no liability.

Among the advantages to the City, Mr. Lucas stated that the infrastructure and development would be installed at no cost to the City, and bond, administrative and construction costs are paid through bond proceeds. District residents are assured that all critical infrastructure is in place early in the project with no partially completed roads, water or sewer lines. There is no impact on property outside or

bordering the district; there is no liability to the City nor is there an impact on the City's debt rating or debt limit since it is not considered City debt. In the event of default, bondholders have no recourse to the City: their remedy is not to accelerate the bonds but to force a tax sale, with the proceeds paying off assessments and current taxes, and the new owner taking title subject to taxes and assessments.

Among the advantages to the developer, Mr. Lucas explained that because they would be City-issued tax-exempt bonds, there is a lower interest rate and the financing can be extended up to 25 years, allowing for better cash flow and earlier project completion. He again noted that the developer will be constructing the first phase of infrastructure with the first bonds reimbursing that cost. For the homeowners, it creates a higher-quality development with higher-quality amenities; there is no fluctuation of the annual assessment payments; and they can be prepaid.

Regarding risks, Mr. Lucas explained that if default occurs, the City's name is on the bonds so some time may be required of staff and perhaps elected officials but generally, everything falls on the district administrator and bond trustee, who work with the bond holder to mitigate any potential risk.

Council Member Gaskins expressed several concerns, particularly with the short time frame. He noted that even though there is a third-party administrator, the bonds would involve additional work for the City, diverting resources, and hiring and laying off additional staff. He questioned why, if the SAID bonds work so well, the state would be dropping them and why other municipalities have not used them. He stated that the City already pays the County to collect city taxes and if the assessment is included on tax bills, it will be seen as an additional tax. The infrastructure will be required regardless and tax sales, if required, produce no additional revenue for the City. Based on recent information from the National League of Cities, it appears there will be a revenue shortage of 15 percent for May, June and all of the next fiscal year and SAID bonds would be an additional risk to the City. Mr. Lucas responded that homeowners will be informed of the assessment prior to closing on the purchase. He also suggested there is no expectation that the City will have to hire additional staff since adequate expenses will be included in administration costs. Regarding tax collection expenses paid to the county, the intergovernmental agreement would – at least the Mooresville and Hillsborough ones did – provide for a percentage of the assessments, typically one to two percent, to be held by the County as compensation; costs are included. Regarding why SAID bonds have not been used often in North Carolina, Mr. Lucas explained that the LGC was involved in both the Hillsborough and Mooresville transactions and both involved developers who were not experienced like Criteria and involved unimproved land (i.e., they were not proposing to install infrastructure before requesting reimbursement). He also suggested that the LGC is naturally inclined to favor traditional methods over those less familiar, but they have adapted. Recent conversations with LGC staff have been reasonably positive and they would likely be willing to work with the City on a project. Because the City has bond approval authority beyond July 1, establishment is the only portion of the project that must be completed prior to July 1. He also stated that the lack of momentum to extend the authority beyond July 1 is because the tool hasn't been used often.

Council Member Taylor questioned the origin and driving force behind this request, potential liabilities and impacts to the City, and how the project would be viewed in the bond market. Mr. Uter explained that the world has changed due to the COVID-19 pandemic. Conventional financing sources for developments like Galvin's Ridge and Laurel Oaks aren't currently available since many lenders are working on payroll protection loans and trying to keep existing customers afloat during this uncertain time. He stated that his company has spent several million dollars on these projects already and they are committing substantial equity to complete phase one, with their builder contributing almost \$6 million up front. Rather than abandon the project, Mr. Uter explained that they spoke with the landowners, who

are self-financing a good portion of the land, and he would hate to see these projects go by the wayside because of difficult times in the conventional market. He stated that the SAID bonds are issued, based on a formula, and they help keep prices down because infrastructure costs would be spread over 25 years rather than added up front to the lot prices (to the builder) and home prices (to home buyers). He informed Council that they have four active projects in North Carolina and have used the bonds in Louisiana and Florida, where other developers have used them in hundreds of developments. Criteria has used Mr. Hunt's firm as administrator on six of those projects with no issues and they have not had to hire additional staff. The administrator also handles tax reporting. He also noted they have sold all of their bonds through one bond company and he suggested that company wouldn't continue selling them if Criteria wasn't performing or was ever late on a payment. He acknowledged that he is asking a great deal of the City and hates to have to ask but Criteria needs them to make the projects work.

Council Member Post questioned how a SAID bond project would affect the City's Finance Department. Financial Services Director Beth Kelly explained that administration would likely be handled by Mr. Hunt's group and the only thing required of our Finance Department would be updating the interlocal agreement with the County regarding collection, since the assessment would be included on tax bills. The City would also have continuing annual disclosure requirements since the debt would include the City's name and an agreement would be needed to ensure that the necessary information would be provided to the City for posting on the Electronic Municipal Market Access website. Rebecca Joyner (with the Parker Poe Law Firm), City bond Attorney, confirmed that we would be responsible for ongoing disclosure obligations but an agreement is typically done to address this. She also cautioned that there would be a potential risk to the City if the information was not provided by the Criteria team.

Mr. Gaskins noted that while the City may not have much risk on the SAID bonds, they could affect the City's financial needs in the future. He questioned how frequently Criteria has used the bonds and requested reference information from cities where they have been used. Chad Cowan (with Hilltop Securities), the City's Financial Advisor, explained that he has had several conversations with ratings agencies who analyze debt and work with water, sewer and general obligation bonds, and both agencies indicated that SAID bonds would have no bearing on credit for water, sewer or general obligation bonds.

Mr. Taylor asked again about potential negatives and specific parties who drove the request. Mr. Uter responded that the property owners would sponsor the bonds and individual lot owners would pay the assessments. As infrastructure is constructed, lots are sold to the builder (D.R. Horton) and a statement given to purchasers notifying them of the assessment prior to purchase. He also noted that the assessment is fixed – it cannot be changed at any time during the term – and cannot exceed \$500 per lot annually. He explained that the first set of bonds would not be issued until after the infrastructure is installed and would be relatively small; however, a key is Criteria's request to pay the property owners, then issue bonds for infrastructure costs. There would then be an agreement between the City, developer and bond company explaining that when lots are sold to the builder, all of that bond issue is paid except the amount of the assessment, similar the way a payment would be made on a construction loan. He again noted the potential difficulty with institutional lenders in the current environment who are not likely to lend until approximately 500 homes are constructed, especially in a new area not yet "proven". His company, however, wants to go into areas they believe will grow.

Council Member Salmon noted that while she appreciates the creativity required during the COVID-19 pandemic, she needs information from the constituents' standpoint. She stated that this request would be separating a cost that would have been included in the price of the home with a mechanism to finance it, but if the assessment is included on tax bills for 25 years, it appears to be an

additional tax on residents who chose to live in Sanford because the original purchaser didn't pay that cost in the original purchase price. She questioned whether there is a method by which the expense is paid differently when the property is sold, and noted that Council members and City staff will get these questions for the next 25 years. Mr. Uter explained that the original purchaser must acknowledge disclosure of the assessment and the assessment transfers to the new owner when the property is sold; however, subsequent purchasers will also pay less for the home because the infrastructure costs were never added to the price. If the developer charges the builder more for lots, the builder will then charge more for the house, so separating the assessment will reduce the price of the house since it is essentially financed over the term of the assessment (up to 25 years). If the assessment is an issue when the house is sold, the balance can be paid in full without penalty.

Regarding references, Mr. Uter informed Council that Criteria has used SAID bonds in West Trace and Livingston, Louisiana; Parrish, Manatee County and Braydonton, Florida, and assumed a project in Lakewood Ranch, Florida, and assessments on those projects are much more aggressive, approximately \$1,700 to \$1,800 annually. He also noted there are hundreds of subdivisions in Florida where assessments are used and they are typically used by national builders such as D.R. Horton Homes. Council Member Williams noted that Florida has no income tax but Mr. Uter pointed out that they have very high property taxes and that annual assessments are relative to home prices, so they are typically higher in Florida than North Carolina. He explained that they are two to five years old; one is completely sold out and all assessments have been made to property owners or others in various stages of sale and will be passed along to property owners. He urged Council to remember that it is the bondholders who take the financial risk and they have no resource to the City. They are fairly sophisticated when looking at developments and appreciate the fact that a company like D.R. Horton is involved.

Regarding potential negatives, Mr. Uter explained that the largest risk would be if the bond proceeds were distributed to the developer without infrastructure being installed; however, inspections are done before funds are disbursed. In this particular case, infrastructure will be installed before any bonds are even issued, so there will not be a bond lien on any of property until 450 lots are developed, minimizing risk because bondholders would share risk and would be taking the same risk as a bank. Mr. Hunt explained that there is no financial or legal liability but there is a potential problem with third-party administration, which would be reduced by using a firm such as his familiar with this type project. That cost (possibly \$30,000 to \$50,000 annually) is included with the assessment and the money paid to the administrator who interfaces with the City. The potential for City staff time would be if there were a default and the City was required to send out notices of default. He worked on a project in Dallas, Texas (and Texas law works identical to that of North Carolina) and the key is strong third-party administration, which he suggested it would be similar in North Carolina.

Ms. Joyner pointed out that that the bonds would be in the name of City, whereas in Florida or Louisiana, they may be under a district name, and there may not be a clear perspective that the City is completely without risk if something were to go wrong. Although there may not be any impact on our credit, we have a relationship with the LGC on bond issuances that are not SAIDs, so a default could impact our relationship with the them, although it would be difficult to quantify to what degree.

Mr. Lucas noted that the driving force behind this request was not the land owners but a combination of developer and builder who have done SAID projects in other areas and were considered in order to make the projects work economically. He reviewed capital stacking (as shown on page 71) and noted it is just one tool, particularly in this current environment, but a necessary tool. Mr. Uter added that North Carolina is different because even if there is an agreement to do the SAID assessment, he

can't do it without coming back to City to confirm that 450 lots have been developed and sold to the builder. Since the City would have to issue the bonds, they are taking a fairly large risk that the City won't change the plan, which is not something Criteria typically does. He stated that he would obviously trust City representatives if they agree to move forward, but suggested they would be taking a larger risk than others because they would be bearing the expense to develop the first batch of lots. The financing market may loosen and it would be easier to develop the project but he wants to confirm that the bonds are an option if it doesn't, since he stated it would be a \$100 million expenditure and Criteria doesn't want to begin the developments unless they know they can finish them.

Mr. Lucas explained that the process would initially involve establishing the district (a three-step process) and the City and LGC would have approval rights over any bond issuance; the goal is to meet the threshold in the early stages. They recognize this is a new tool for the City and plan to build the best possible bond deal on the front end so the City and LGC are comfortable moving forward. He stressed there is no obligation to issue bonds by doing the first three steps; that will come after the fact.

Mrs. Kelly explained that no vote is required from Council tonight since this item will obviously require additional consideration; however, consensus is needed to schedule a special meeting for next Tuesday, May 12, prior to the regularly scheduled work session. If Council elects to move forward with the preliminary process, there are two options for meeting the developer's request to act before the July 1 deadline: a special-called meeting on May 12, or two special-called meetings in June.

Mr. Lucas stated that the final page of the exhibit (page 72) shows estimated infrastructure costs that must be included in the petition and preliminary assessment resolution. He reminded Council that this five-phase project would be done in four sections (two paired together) and the point of including this information is to illustrate that the \$30 million is not a single-bond issue; it would come in portions over time, with the first one done only after the first phase infrastructure is installed.

Mayor Mann thanked everyone for the information and questioned how Council wanted to proceed. He noted there is a potential for \$30 million bonds for a \$100 million project that could be significant for Sanford. He suggested holding a meeting on May 12 would be better than four meetings in June and noted there was consensus among Council to meet on May 12 for additional discussion.

Council Member Taylor requested that staff follow up with staff from other areas where Criteria has done SAID projects to investigate best practices and what they learned. Mr. Post requested information on what, if any, strain this would place on our Finance Department.

Appointments to Planning Board and Abuse on the Opioid Abuse Epidemic Commission (Exhibit F)

- Council Member Haire nominated Lewis Holder to the Alternate Position on the Planning Board; the term would expire June 30, 2022. Council Member Post made the motion to close the nominations. Council Member Taylor seconded the motion. The roll call vote was unanimous to close the nominations. Council Member Taylor made the motion to appoint Lewis Talmadge Holder to the alternate position on the Planning Board. Seconded by Council Member Post, the roll call vote was unanimous to appoint Lewis Talmadge Holder.
- Council Member Post nominated Laurie Conaty and stated that he spoke with the second applicant, Nathan Cochrane, who was willing to defer his application until annual appointments are made in June, at which time Mr. Post would encourage Council to appoint him. Council Member Taylor seconded the motion. Council Member Post made the motion to close the nominations. Council Member Gaskins seconded the motion. Mr. Post stated that both

applicants are very qualified and he spoke with fellow Opioid Abuse Epidemic Commission member Charles Taylor today and Mr. Taylor agreed. The roll call vote on the motion to close nominations was unanimous. Council Member Post made the motion to appoint Laurie Conaty to the unexpired term ending June 30, 2021. Seconded by Council Member Taylor, the motion carried unanimously by a roll call vote.

Request for Occupancy Tax Modification due to COVID-19 (Exhibit G)

City Attorney Susan Patterson informed Council that a request was received from one of the hoteliers for two modifications to the occupancy tax due to COVID 19: to waive remittance of the hotel and motel occupancy tax for the next four months, and to reimburse the occupancy tax remitted since January 2020 as a one-time grant due to losses during COVID-19. Attorney Patterson explained that there are issues with the request to waive the hotel tax for the next four months: the occupancy tax is for a fiscal year and it was put in place on July 1, 2019 through June 30, 2020 in accordance with North Carolina General Statute 160A-215. Any decision to collect or not to collect the tax could not be effective until after July 1, 2020. The request to waive remittance of the tax for the next four months would not be possible because you could only affect it going forward starting July 1, 2020. The hoteliers collect it from the occupancy of the rooms and remit it to the tax office; it does not add anything to the hotelier's revenue. The second request was to reimburse the occupancy tax remitted as a one-time grant. There are North Carolina constitutional prohibitions against making exclusive emoluments, which is a gift of public property to private entities. There is also a requirement that expenditures by local governments must serve a public purpose. Other businesses with COVID losses, such as bars or restaurants, may also need assistance so there will be problems with that part of the request as well. According to UNC School of Government Professor Tyler Mulligan, local governments can assist when disasters hit an area with loans, but those programs are complicated and the debt cannot be forgiven. It is also a problem when they are below market rate since that would mean the City acted as a bank and would be competing with conventional banks. The request is for a grant and there are prohibitions against that.

Council Member Charles Taylor made a motion to deny the request based on the information provided by counsel tonight. Mayor Pro Tem Buckels seconded the motion. The motion to deny the occupancy tax modification carried unanimously by a roll call vote.

Ordinance to Erect Stop Signs Within the City of Sanford – Chapter 36, Traffic Code of Ordinances – Lord Ashley Drive and Windmill Drive (Exhibit H)

City Manager Hal Hegwer explained that he received a request from Council Member Post for this item and the next item. This ordinance is a four-way stop sign on Windmill Drive at the intersection with Lord Ashley Drive, in both directions, in conjunction with the existing stop signs on Lord Ashley Drive; thereby, making this a four-way stop intersection.

Council Member Post made a motion to approve the Ordinance to Erect Stop Signs Within the City of Sanford – Chapter 36, Traffic Code of Ordinances at Lord Ashley Drive and Windmill Drive. Seconded by Council Member Gaskins. The motion carried unanimously in favor by a roll call vote.

Ordinance Establishing Speed Limit on Various Roads within West Sanford Area in the City Limits of Sanford (Exhibit I)

City Manager Hal Hegwer explained that this item was a request from Council Member Post and it reduces the speed limit from 35 MPH to 25 MPH on the streets listed on Exhibit I.

Council Member Post made a motion to approve the Ordinance Establishing Speed Limit on Various Roads Within West Sanford Area in the City Limits of Sanford. Seconded by Council Member Gaskins.

Mayor Pro Tem Buckels stated that he would like Council and staff to consider all residential neighborhoods within the City limits that could possibly move to a 25 MPH since we are moving toward a walkable city, perhaps as a talking point on a future agenda. Council Member Taylor concurred with Mr. Buckels because these are heavily travelled areas. Many other neighborhoods are experiencing the same issue. He recalled last year that Fairway Woods lowered their speed limit and at the time, Council Member Gaskins asked for crash data and reporting. He is supportive of this and would like to know if there were any speed studies or reporting from that area. Mr. Hegwer stated there have probably been several speed studies within that general area over the last several years. Typically, those speed studies come from concerned residents but he could not recall which streets. However, because this request came directly from a council member, he feels confident they have done due diligence and had conversation within the community. He believes Council Member Post has been fielding more inquiries and concerns about speed as more people are walking and there is a lack of sidewalks at those areas. Council Member Gaskins said he had requested information on Hermitage, which was done, and the area near Holiday Drive, so there has been a lot of concern. Mr. Gaskins thanked Mr. Post for bringing this issue up. There is a significant amount of concern from people in Westlake Valley residents. Mayor Mann thought it was a good idea as there are more younger families moving in. The motion carried unanimously by roll call vote. Mr. Taylor stated that he did not want Mayor Pro Tem Buckels' point lost because he felt this is something we need to look at within the interior of certain neighborhoods. He felt it would be easier for Police to enforce when they know the speed limit in a larger area and not just clearly defined streets.

Mr. Taylor stated that he has received a lot of complaints about golf carts in that area and young kids driving without lights. He has had this issue in his neighborhood and other neighborhoods have as well, and would like this issue to be considered as well.

OTHER BUSINESS

Council Members asked everyone to remain safe and wear masks when out in the public. The state is removing some restrictions but that does not mean the virus is going away; it will get worse. We can remove some restrictions because we have flattened the curve but that only means that hospitals will not be overwhelmed. Do not ignore precautions.

Mr. Hegwer reminded everyone of the workshop on May 12 and stated that we may hold a special meeting. He will be presenting the proposed budget on May 19 and it will be slightly different than talked about at retreat; we will still do what was discussed but it will take longer. Permits are still being issued. Project Audentes has requested a permit for their facility which is ongoing; we have also received a request for a shell building permit for Project Forge.

Mayor Mann stated that the City's public arts initiative is still going on with the butterfly wings on Charlie Watson Lane and Love locks has started at the Kiwanis Family Park. He has been in touch with SAGA, and they are extremely active with several projects interested in Sanford. We are dependent on the county for revenue projects and it is not going to be the same type of budget Council is used to seeing. Council may be in a situation that we need to pass a budget, then wait to see what we can do in January. He expressed concern for the community during the COVID 19 pandemic. We are trying to do all we can to shore people up while waiting to get to the next phase. The governor came out today

with ideas on Phase 1 and Phase 2. The National Day of Prayer will not be held but to say a special prayer as it is needed now more than ever.

ADJOURNMENT

Mayor Pro Tem Buckels made the motion to adjourn the meeting; seconded by Council Member Gaskins, the motion carried in favor unanimously by a roll call vote.

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

Respectfully Submitted,

T. CHET MANN, MAYOR

ATTEST:

VICKI R. CANNADY, CITY CLERK

**MINUTES OF
SPECIAL ELECTRONIC MEETING OF THE
CITY COUNCIL OF THE CITY OF SANFORD
SANFORD, NORTH CAROLINA**

The City Council met remotely through electronic connections (Office Suite HD software) on May 11, 2020, at 5:00 p.m., with the Mayor presiding from the Council Chambers of the Sanford Municipal Center, 225 E. Weatherspoon Street. The following people were connected (“present”) and participated remotely in the meeting:

Mayor T. Chet Mann
Council Member Sam Gaskins
City Council Member Rebecca Wyhof Salmon
Council Member Charles Taylor
City Manager Hal Hegwer
Management Analyst Holly Marosites
Deputy City Clerk Vicki Cannady
Rebecca Joyner (Bond Attorney for City)
Kris Furmage (Facilities/Beautification
Administrator and Information Technology
Support)

Mayor Pro Tem Byron Buckels
Council Member Jimmy Haire
Council Member Norman Charles Post, III
Council Member James Williams
City Attorney Susan Patterson
City Clerk Bonnie Davis
Financial Services Director Beth Kelly
Chad Cowan, Financial Advisor for City
Walter Smith (Information Technology
Systems Analyst)

CALL TO ORDER

Mayor Mann called the special electronic meeting to order.

CLOSED SESSION

Council Member Salmon made a motion to go into closed session in accordance with N.C.G.S. 143-318.11(a)(3) to consult with an attorney employed or retained by the public body in order to preserve the attorney-client privilege; and (4) to discuss matters relating to the location or expansion of industries or other businesses located in the area served by the public body. Seconded by Mayor Pro Tem Buckels, the motion carried unanimously.

RETURN TO REGULAR SESSION AND ADJOURNMENT

Mayor Pro Tem Buckels made the motion to adjourn the meeting; seconded by Council Member Gaskins, the motion carried unanimously.

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

Respectfully Submitted,

T. Chet Mann, Mayor

ATTEST:

Vicki R. Cannady, Deputy City Clerk

**MINUTES OF
ELECTRONIC MEETING -
CITY COUNCIL OF THE CITY OF SANFORD
SANFORD, NORTH CAROLINA**

The City Council met remotely through electronic connections (Office Suite HD software) on Tuesday, May 19, 2020, at 6 p.m., with the Mayor presiding from the Council Chambers of the Sanford Municipal Center, 225 E. Weatherspoon Street. The following people were connected (“present”) and participated remotely in the meeting:

Mayor T. Chet Mann
Council Member Sam Gaskins
Council Member Charles Taylor
Council Member Rebecca Wyhof Salmon
City Manager Hal Hegwer
City Clerk Bonnie Davis
Management Analyst Holly Marosites

Mayor Pro Tem Byron Buckels
Council Member Jimmy Haire
Council Member Norman Charles Post, III
Council Member James Williams
City Attorney Susan Patterson
Deputy City Clerk Vicki Cannady

CALL TO ORDER

Mayor Mann called the meeting to order and explained that it was being held electronically due to precautions related to the COVID-19 pandemic. Council Member Williams led the invocation and the Pledge of Allegiance was recited.

PUBLIC COMMENT - (Exhibit A)

There were no requests for public comment. *NOTE: The Notice of Electronic Meeting (attached hereto as Exhibit A) directed that anyone who wanted to make a public comment at this meeting should email or contact Deputy City Clerk Vicki Cannady and the comments would be read aloud during the meeting; however, no requests were received.*

APPROVAL OF AGENDA

Council Member Gaskins made the motion to approve the agenda and was seconded by Council Member Salmon. Mayor Mann conducted a roll call vote and the motion carried unanimously.

CONSENT AGENDA

There were no items on the consent agenda.

SPECIAL AGENDA

There were no items on the special agenda.

CASES FOR PUBLIC HEARING

Public Hearing on Economic Development Project through the Lease of a Newly Constructed Spec Building from CC Enterprise Park – (Exhibit B)

SAGA CEO Michael Smith stated that they have had a lot of great responses from their members and investors during this unprecedented time. They have taken a number of steps to increase their external communication regarding their activities and access to information that they want to share with the public and business community. They have reviewed their organization and operations to get moving when things get back to normal. They are in their final stages of an economic impact analysis that takes into account the significant announcements they have had over the past twelve months. The report will

be used to be a valuable tool in terms of discussion about return of investment for economic development projects. Product Development is working with Duke Energy and their site readiness program to put together a new business park. As a result of this particular study, top site consultants will be in our community in the coming months, and in mid-June, there will be a public presentation of the results of their study; this will help us to be in the position to bring in new jobs and investment to the city. We are beginning to work with public and private sector investors to bring in a new Shell Building #2 at the Central Carolina Enterprise Park. Shell Building #1 sold very quickly and brought over 200 jobs, and \$100 million of new investment. Our investment and construction partners are working on Shell Building #2; ideally, they would like for it to be completed by June 2021. The project will be reviewed at the TRC planning meeting on Thursday, May 28. This will be constructed on Lot #2, which is 10.6 acres at CCEP; it is adjacent and just south of the current Shell Building #1, which is the Audentes facility. This building will be identical to the first Shell Building; 117,000 square feet, 29' ceilings and a finished concrete floor. This will be completed in shell condition just exactly like the first spec building back in February during the Audentes announcement. The city and county did not have to expend any money on the building because the building was sold before completion. Audentes purchased the building for \$7.1 million; this particular building had permit fees of more than \$170,000 and as a side note in terms of revenue for the City and the County, there will also be significant fees for the Kalyani project/Project Forge. Audentes was our showroom model. SAGA is asking for Council's support for the ability to build and market Shell Building #2, exactly as was done with Shell Building #1.

Mayor Mann opened the public hearing. Normally, we would allow the public to come forward and ask questions. Under the new rules, we have opened the floor for emails, questions and we did not receive any. There was plenty of notice to email a question. Mr. Smith stated that we have interest from the first building and it was amazing to see the interest and activity it drew.

Council Member Haire commented that with the previous building, we had two to three groups there at the same time and are any of those groups interested. Mr. Smith replied yes. We have interest from the first building and it is the reason this group is ready to build another building due to the interest and activity it drew. The second building will be more expensive than the first one due to building cost increases. The buildings will not be identical in terms of once they are completed.

Economic Development Director Bob Joyce stated that because this is built as a Shell Building, there is no plumbing or electrical. There is no Certificate of Occupancy, which is a normal trigger that a building is complete; so, we get to a point that the building inspections office refers to "substantially complete;" then we begin to market the building. At that point, the Memorandum of Understanding (MOU) uses that substantial completion as the date when the carrying costs would begin. What we worked out before is that the city and county would fund that portion of the costs after the building is substantially complete up to two years, but we do not think it will take two years to sell it. The cost would include the interest payments on the construction loan and the fees of maintaining it such as cutting of the grass, insurance, etc. and that figure amounts to approximately \$325,000 per year. There was consideration by the partners, because costs have gone up to ask for an increase; however, it was decided not to; it will be the same

Mayor Mann commented that the City and County never made the first payment on Shell Building #1 because the developer was able to carry it longer than he said he would and then sold it. We had money left that the City did not expend. When the building is finished, the carrying costs begin, not during the construction phase.

Attorney Patterson stated for the record that the mechanism through which we will be entering into the economic development incentive, is not through the carrying costs, but through a lease of the building. The lease of the building would be in the amount \$13,541.67 per month, for up to 24 months for a total of \$325,000. The company plans to build this 100,000 square-foot spec building worth at least or approximately \$4 million. We would use that spec building to entice new businesses to come to Lee County, relocate or expand in Lee County, for site visits and events to market Sanford/Lee County as a whole, until it is sold to an end user. If Council agrees to the incentive agreement, the project will increase the tax base, stimulate the local economy, create jobs, encourage business and industry to locate in the City, and will promote business in the City. Attorney Patterson advised that there is a resolution authorizing the economic development project and a memorandum of understanding and authorizing lease for Council's consideration.

Mayor Mann clarified that at the end of the 24-month period, does it revert back to the owner/developer to carry the costs. Attorney Patterson replied yes, it does as far as the lease would end unless we enter into another lease.

With no one requesting to speak, Mayor Mann closed the public hearing.

- Consider Approval of Resolution Authorizing Economic Development Project for CC Enterprise Park, LLC – (Exhibit C)
Mayor Pro Tem Buckels made a motion to approve the Resolution Authorizing Economic Development Project for CC Enterprise Park, LLC. Seconded by Council Member Gaskins, Mayor Mann conducted a roll call vote and the motion carried unanimously.
- Consider Approval of Memorandum of Understanding and Authorizing Lease – (Exhibit D)
Council Member Gaskins made a motion to approve the Memorandum of Understanding and Authorizing Lease. Council Member Taylor seconded the motion. Mayor Mann conducted a roll call vote and the motion carried unanimously.

DECISIONS ON PUBLIC HEARINGS

There were no decisions on public hearings.

REGULAR AGENDA

There were no items on the regular agenda.

NEW BUSINESS

Closed Session

City Attorney Susan Patterson read a motion to go into closed session in accordance with N.C.G.S. 143-318.(11)(a)(4) to discuss matters relating to the location or expansion of industries or other businesses in the area served by the public body. So moved by Mayor Pro Tem Buckels, and seconded by Council Member Salmon, the motion carried unanimously by a roll call vote.

RETURN TO REGULAR SESSION

Update from SAGA

Economic Development Director Bob Joyce gave an update on economic development and activity that has been fairly good during the global pandemic and travel restrictions. They worked 43 projects last year and 30 projects this year consisting of fourteen manufacturing projects; seven food and

beverage projects; five life science projects; and three projects considering the airport as a location. Recently, they have seen more food and beverage projects coming back to the United States. So far in 2020, we have had five visits and, in this environment (pandemic), we consider it a very good year so far. A trend they have seen this year is they are getting larger projects. They have had six projects that are over 450 jobs and have had two projects over 1,000 jobs. We have had three projects that are over \$500 million in investment, so the total for all 30 projects that they have worked this year would be 7,625 jobs and a total of investment would be \$2.6 billion. They do not expect to land all these projects. This shows there is strong activity and a lot of companies looking beyond this time when everybody will go back to work. Another trend for us is 18 of the 30 projects have come to SAGA since March 27, 2020, which was the first stay-at-home order. We feel good about what is coming.

Mr. Smith stated that SAGA is looking at new technology to market this community. With the Chamber zoom calls and events, staff realized that we need to show our community to economic development clients and consultants in new ways during this time of limited personal travel. They are reviewing and adjusting SAGA's program of work. SAGA has a strong team on the Chamber side and SAGA side and thanked Council for their support.

Consider Ordinance to Amend Chapter 32, "Streets and Sidewalks", of the City of Sanford Code of Ordinances – (Exhibit E)

Downtown Sanford Executive Director Kelli Laudate explained from last week's City Council workshop, DSI has been researching a road closure for Steele Street to support its three Downtown restaurants that do not have the option of outdoor seating. This is all pending the governor's announcement to move the state into Phase II. DSI is trying to be proactive to give the restaurants the opportunity to meet at 100 percent capacity. Today, Major Jamie Thomas, Agent Perez with ALE, the three restaurant owners – which are Local Joes, Coopers, and Smoke and Barrel and she met to see what their protocol is going to be for the required full service of each restaurant, pending Council's approval of this road closure tonight. If Council approves to move forward with the next three items, each week the restaurant will have to request the road closure by 5 PM on Wednesday. There will be a general liability and liquor liability policy to include the City of Sanford, as co-insured, in their certificate of insurance. The restaurants are extending their premise from each side of their restaurant from the left and the right; basically, drawing a line across Steele Street to extend their premise to reach 100 percent capacity. It is their understanding that the governor will allow six top tables and six feet must be measured out from each table to meet social distant requirements. They do feel this is the best way to offer support to them.

Attorney Patterson stated that Items B, C, and D (this item and the next two on the agenda) are related to addressing this request to expansion into the street activity.

Attorney Patterson advised that this ordinance allows, when the streets have been closed to vehicular traffic for a special event, function, festival or celebration for which a special event permit has been issued, retail stores and restaurants which front the street, may extend their premises into the street and conduct retail or restaurant activity therein, in accordance with the provisions in this ordinance as listed on Exhibit D. There was some question as to what would happen if retail activity on one side of the street and the restaurant on the other side of the street wanted to use the street. The ordinance does not specifically address this issue but each have to provide a sketch where they request where their premises would be extended and staff assigned would decide whether it would go to the center of the street or all the way across the street. The operation of the business is supposed to be incidental to the associated restaurant or business that it is associated with and would be such that 100 percent of the

interior seating capacity or load of the business or restaurant would be allowed when counting both interior and exterior patrons. If a restaurant had 84 percent capacity, it is just an extension of 84 people inside and outside. As a caveat to that, if the governor in opening Phase II says a restaurant can only address 50 percent capacity, and does not address outside seating or says outside seating is not allowed like he did in Phase I, then they would only be allowed 50 percent both inside and outside. Attorney Patterson read and explained the Ordinance to Amend Chapter 32, “Streets and Sidewalks”, of the City of Sanford Code of Ordinances, Resolution to Temporarily Close a Portion of S. Steele Street to Allow for Street Retail and Restaurant Activities and the Ordinance to Enact Section 36-117 of the City of Sanford Code of Ordinances, Chapter 36- Traffic, Establishing Temporary Handicapped Parking Spaces on Wicker Street, in detail. She added that each ordinance and resolution will need to be voted upon separately.

Mrs. Laudate shared that Greater Downtown New Bern is moving forward with this endeavor. She explained that our restaurants have not completed and submitted their final application for their extension of premise. What is happening in Downtown New Bern is that the guests can dine outside on the particular streets that are participating restaurants. Alcohol, beer and wine only can be served outside as packaged goods; this means sealed and opened by the guest, not by the employee, and they must stay within the established vicinity of the serving restaurant. If Council gives these three restaurants the opportunity to extend their premise outside their restaurant to meet 100 percent capacity. In the meantime while they are waiting to get their extension of premise from the ABC Commission, they can still serve the alcohol, but the consumer has to go inside the restaurant, purchase the alcohol themselves and it will be closed; they can bring it back to their table outside and consume the beverage outside only because you are allowing the streets to be closed.

Council Member Gaskins made a motion to approve the Ordinance to Amend Chapter 32, “Streets and Sidewalks”, of the City of Sanford Code of Ordinances. Council Member Salmon seconded the motion. Attorney Patterson clarified a comment by Mrs. Laudate, it is for beer and fortified wine only, liquor cannot be on the streets; the ordinance currently requires the liquor liability coverage in the event they get the ABC permit; if what Mrs. Laudate explained happens, it would be in the City’s best interest to have a liquor liability coverage of insurance for that alcohol consumed on the City’s property because the City owns the streets. Mayor Mann conducted a roll call vote and the motion carried unanimously.

Council Member Gaskins amended his motion to approve the Ordinance to Amend Chapter 32, “Streets and Sidewalks”, of the City of Sanford Code of Ordinances and include the necessary certificate of liquor liability coverage. Council Member Salmon amended her second; the vote was unanimous by roll call vote.

Consider Resolution to Temporarily Close a Portion of S. Steele Street to Allow for Street Retail and Restaurant Activities (Exhibit F)

Attorney Patterson explained that this resolution temporarily closes a portion of S. Steele Street between Carthage Street and Wicker Street to allow the street activity to occur (as explained in the ordinances and resolution).

Council Member Gaskins made a motion to approve the Resolution to Temporarily Close a Portion of S. Steele Street to Allow for Street Retail and Restaurant Activities. Seconded by Council Member Salmon, Mayor Mann conducted a roll call vote, and the motion carried unanimously.

Consider Ordinance to Enact Section 36-117 of the City of Sanford Code of Ordinances, Chapter 36-Traffic, Establishing Temporary Handicapped Parking Spaces on Wicker Street- (Exhibit G)

City Attorney Patterson explained that this ordinance addresses the need for the handicap parking spaces to be relocated over to the corner of Wicker Street and Steele Street, in order to accommodate the activity to occur when the street is closed for the event.

Council Member Gaskins made a motion to approve Ordinance to Enact Section 36-117 of the City of Sanford Code of Ordinances, Chapter 36- Traffic, Establishing Temporary Handicapped Parking Spaces on Wicker Street. Seconded by Mayor Pro Tem Buckels, Mayor Mann conducted a roll call vote, and the motion carried unanimously.

Mayor Mann stated that for the record that if another restaurant who wants to do this and has their own private parking property outside of Steele Street, they could do a similar action. Mrs. Laudate replied yes.

Update from Downtown Sanford, Inc., re: Paycheck Protection Program

Downtown Executive Director Kelli Laudate gave an update on the Paycheck Protection Program (PPP). Mrs. Laudate said that it was recommended to her that since DSI is a 501 ©(3) non-profit, they are eligible to apply for the PPP. While she knows that the City funds her salary and their police officers; she understands that it is left up to their discretion how they handle the salary money – that it does not have to be used for salary; it can be used elsewhere. It has been in the previous past, that the board has chosen to use the funds provided by the City for the executive director’s salary. So, she applied for the PPP and receive \$22,641. She is working with Ashley Whitaker and Shay Benton to make sure that they do not incur any portion of that to be a loan. There is a calculator process that they are going through right now and as our businesses open back up with normal business hours, it may be that they would like to have the police officers back at 55 hours per week again in the next coming weeks. She wanted to make Council aware of this and hope that Council will support the decision they are making is that we will obviously use what needs to be used from the PPP and return what could possibly turn into a loan and only use the grant portion of the money that was given to DSI. Then, move out the money Council assigned and given to DSI for salary, but to put towards marketing efforts into Downtown Sanford. She just wrapped up a proposal with WRAL and she has a call this week with their organization committee, which Bob Joyce is a part of. They will be meeting on Thursday on how to move forward with their proceedings with commercials with WRAL to have air time. They would like to reappropriate that money because they are replacing it with PPP money, so they feel like they are using their money given to them by the federal government but also being good stewards of what the City has given them to promote their businesses since they are not doing events in Downtown this year.

Consider Linden Avenue Neighborhood Improvements Project Subrecipient Agreement – (Exhibit H)

Community Development Manager Karen Kennedy explained the sub-recipient agreement with the Sanford Housing Authority (SHA) for the Linden Avenue project. We have to have a sub-recipient when the City is a pass through to give money to another entity and in this case, the Sanford Housing Authority will receive \$350,000 of the original project for the rehabilitation of a portion of the 226 Linden Avenue project for five units for homeless families. The SHA also received funds from the Housing Finance Agency. As part of the sub-recipient agreement, on page 51 of the agenda packet and in the agreement, there is a statement of work, which is the agreement that says what the SHA has to provide the City as we continue to move through the project, which is reporting to the state, invoices, and how we will handle the different construction component of the project. On page 52 is a copy of the project budget. It is a huge document and a lot of it is the federal language that has to be a part of the

Community Development Block Grant. The SHA also has placed some information they placed into this document. Council Member Haire clarified that this is the property which was previously owned by the Ivan Nicholson's Children Center and then became Head Start. Mrs. Kennedy replied yes; then it was owned by Lee County and Lee County sold it to the Housing Authority. They have hired an architect and will redesign the building and make it into five units.

Council Member Gaskins pointed there were some minor typographical errors on Page 30, Section 7 of the document.

Mayor Pro Tem Buckels made a motion to approve the Subrecipient agreement with correction of typos on Page 30, Section 7. Council Member Gaskins seconded the motion. Mayor Mann conducted a roll call vote and the motion carried unanimously.

Consider Municipal Mowing Agreement between the N.C. Department of Transportation and City of Sanford – (Exhibit I)

Public Works Manager Fedd Walker stated it is an annual renewal mowing agreement between the City of Sanford and the North Carolina Department of Transportation (NCDOT). Fundamentally, this is an agreement that allows the City to be considered a contractor with more control over the frequency or service level of mowing on DOT rights-of-way that are located within the City limits. This year, the NCDOT will provide two reimbursements for mowing cycles and not the typical reimbursements of five mowings. Per the DOT, this decrease is due to budget constraints compounded by COVID-19. Typically, we average more than five cycles mowing DOT rights-of-way due to weather, special requests and high traffic areas. This is based off a prior agreement with NCDOT executed in 2013. It used to be a five-year contract but in 2013, it changed over to a one-year contract and fuel adjustments can be made monthly.

City Manager Hal Hegwer explained that this will be part of the budget process. The NCDOT normally would pay the City for five cycles and not two cycles. It will be problematic. The mowing is for the rights-of-way and all the DOT streets within the City and we try to mow it to a higher level. Two cycles are not going to be what Council will be comfortable with and they will reimburse the City for mowing two times a year and DOT will not start mowing their rights-of-way until June. The City will be stuck with the additional work/mowing of the state's rights-of-way.

Mr. Hegwer read a letter from the NC League of Municipalities. It an update on a legislature bulletin the League sends out. NCDOT Chief Operating Officer Bobby Lewis said the preliminary estimate the NCDOT will lose due to COVID-19 crisis is \$670 million. People are not driving and the gas tax is down. Mr. Lewis said that the agency would likely propose across the board cuts in its budget range from 15 to 25 percent, including Powell Bill funds, which is state-shared revenue that helps us in our budget for paving, patching, and all different type of road repairs. It also helps pay some of the salaries and the operation of our employees. We take in approximately \$800,000 of Powell Bill funds; and we are looking at approximately \$120,000 to \$200,000 in cuts for next budget year. NCDOT is furloughing some of their employees in an attempt to try and mitigate some of these impacts. He wanted Council to be prepared for this impact.

Mr. Gaskins stated that we have the request for the federal stimulus fund in the care package to extra cost we are sustaining from COVID 19 and asked if there is any chance, we can apply for some replacements funds such as mowing. Mr. Hegwer replied no; it has to be a direct COVID related; revenue replacement is not eligible at this time. Financial Services Director Beth Kelly stated that as it

stands now, there is discussion of future packages that may be approved to hopefully include some loss in revenue but not in what has been approved thus far.

Mayor Mann added that it does not seem like Council has a choice and we have to have an agreement. We have no ability to negotiate with the NCDOT. Mr. Hegwer replied that is correct and we need to approve the agreement because we have some of this mitigated in the budget; however, he wanted Council to start seeing some of the examples of things that the City will face. Mayor Mann wanted the public to know that one of the consequences of COVID-19 crisis, is going to be that citizens are going to notice potholes, patching, traffic signal maintenance, terribly high grass and weeds in rights-of-way and it will be more common until budgets are replaced and be projected. He is asking the public, staff and council to understand we may not be able to accommodate your wishes. If the state is going to pass this onto the cities and will not get the Powell Bill funding they normally get, there is very little ability we have to take care of potholes and grass when we will have far other needs that directly impact people more. It will impact the services.

Council Member Gaskins made a motion to approve Municipal Mowing Agreement between the N.C. Department of Transportation and City of Sanford. Seconded by Mayor Pro Tem Buckels. Mayor Mann conducted a roll call vote and the motion carried unanimously.

Consider Presentation of Quarterly Financial Report for January through March, 2020 – (Exhibit J)

Financial Services Director Beth Kelly presented highlights on the City's Quarterly Financial Report for January through March 2020 as shown on Exhibit I.

Consider Presentation of Annual Operating Budget for Fiscal Year 2020-2021 – (Exhibit K) –

Mayor Mann stated that this has been a hard time to prepare a budget and we may need to hold a budget workshop next Tuesday or another day next week. City Manager Hal Hegwer explained that if another date works better for Council to let him know as Tuesday falls after Memorial Day. Staff has planned a public hearing on June 2 if we hold an in-person meeting. Mr. Taylor asked if we could hold the workshop in the Assembly Room of the Service Center and have tables separated apart if feasible. It is a large room and would be a great opportunity to get together and have live discussion. Mr. Hegwer replied yes; we are waiting on the Governor's message.

Mr. Hegwer stated that the guiding principles for the budget are general operations; day-to-day operations; your visioning priorities, and bond/debt requirements. He feels staff has prepared a good budget and Council may delay several items until the economy changes. The total proposed budget is estimated at \$70,701,585. He spoke regarding the general fund challenges during the pandemic. Staff is trying to move some large purchases until later, as we are unsure what the revenues will be due to the pandemic. The League of Municipalities predicts a 21.6 percent loss from revenues.

It was consensus of Council to schedule a virtual workshop, unless they can meet next Tuesday in the Assembly Room of the Public Works Service Center.

OTHER BUSINESS

Mayor Mann noted the County Commissioners voted last night four to three to put the multi-sports complex on the ballot this fall.

ADJOURNMENT

Mayor Pro Tem Buckels made the motion to adjourn the meeting; seconded by Council Member Gaskins, the motion carried with six in favor by a roll call vote (Council Member Taylor left the meeting at 8:20 p.m. and did not vote).

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

Respectfully Submitted,

T. CHET MANN, MAYOR

ATTEST:

BONNIE D. DAVIS, CITY CLERK

STATE OF NORTH CAROLINA

COUNTY OF LEE

IN RE:

ANNA M. UTLEY

2208 BUCHANAN STREET

CASE# MHO-2019-0264

AN ORDINANCE DIRECTING
THE CODE ENFORCEMENT
OFFICER TO REMOVE OR
DEMOLISH THE PROPERTY
HEREIN DESCRIBED AS UNFIT
FOR HUMAN HABITATION AND
DIRECTING THAT A NOTICE BE
PLACED THEREON THAT THE
SAME MAY NOT BE OCCUPIED.

WHEREAS, the City Council of the City of Sanford finds that the abandoned building or structure described herein was declared unsafe on November 9, 2019 as provided for in § 22-63(a)(2) of the City of Sanford Code of Ordinance and N.C.G.S. § 160A-426(a) and § 160A-428; and

WHEREAS, on November 22, 2019, the City of Sanford Code Enforcement Supervisor issued an order, pursuant to N.C.G.S. § 160A-429, directing the owner of the building or structure to remedy the defective conditions by repairing the building or structure to a habitable condition, or demolishing the building or structure and removing all debris, in accordance with the City of Sanford Housing Code and the North Carolina Building Code, by a date not later than January 22, 2020, and the owner has failed to comply with said order; and

WHEREAS, the abandoned building or structure is dilapidated and is unfit for human habitation pursuant to § 22-63(b)(3) the City of Sanford Code of Ordinances, and that all of the procedures of the City of Sanford Code of Ordinances and the North Carolina General Statutes have been complied with; and

WHEREAS, the abandoned building or structure should be removed or demolished as provided for in N.C.G.S. § 160A-432(b), and should be placarded by placing thereon a notice prohibiting use for human habitation;

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of Sanford that:

Section 1. The Code Enforcement Supervisor is hereby authorized and directed to place a placard containing the legend:

"This building is unfit for human habitation; the use or occupation of this building for human habitation is prohibited and unlawful."

On the building located at the following address: **2208 BUCHANAN STREET.**

Section 2. The Code Enforcement Supervisor is hereby authorized and directed to proceed to remove or demolish the above-described dwelling in accordance with her order to the owner thereof dated November 22, 2019, and in accordance with the City of Sanford Housing Code and N.C.G.S. 160A-426.

Section 3. The cost of removal or demolition shall constitute a lien against the real property upon which the cost was incurred as provided for in N.C.G.S. § 160A-432(b). The lien shall be filed in the office of the Lee County Tax Collector and shall have the same priority and be collected in the same manner as liens for special assessments in as provided for in N.C.G.S. 160A-216 et seq. Pursuant to § 160-432(b1), the amounts incurred by the City in connection with the removal or demolition shall also be a lien against any other real property owned by the owner of the building or structure and located within the city limits or within one mile of the city limits, except for the owner's primary residence. The provisions of N.C.G.S. § 160A-432(b) apply to this additional lien, except that this additional lien is inferior to all prior liens and shall be collected as a money judgment.

Section 4. Upon completion of the required removal or demolition, the Code Enforcement Supervisor shall sell the usable materials of the building and any personal property, fixtures, or appurtenances found in or attached to the building in accordance with N.C.G.S. § 160A-432(b), and the City shall credit the proceeds of the sale against the cost of the removal or demolition. Any balance remaining from the sale shall be deposited with the Clerk of Superior Court of the county where the property is located and shall be disbursed by the court to the person found to be entitled thereto by final order or decree of the court.

Section 5. This ordinance shall become effective upon its adoption.

Adopted this 16th day of June, 2020.

City of Sanford

T. Chet Mann, Mayor

ATTEST:

Vicki R. Cannady, Deputy City Clerk

NORTH CAROLINA, LEE COUNTY

I, _____, a Notary Public of the County and State aforesaid, certify that Vicki R. Cannady personally came before me this day and acknowledged that she is the Deputy City Clerk of the City of Sanford and that by authority duly given and as the act of the City Council the foregoing instrument was signed in its name by its Mayor, sealed with its corporate seal and attested by her as its Deputy City Clerk.

Witness my hand and stamp or seal, this the ____ day of _____ 2020.

Notary Public

My commission expires:_____

NOTE: This ordinance must be recorded in the office of the register of deeds in the county where the property is located and must be indexed in the name of the property owner in the grantor index.

**BID SHEET FOR DEMOLITION
OF
2208 BUCNANAN STREET
SANFORD, NC**

CONTRACTOR	BID
Roberts Grading & Landscaping	None
*Edi Sons Inc. Grading Contractors	\$4,675.00
Harpo's Farm, LLC	\$5,000.00

***Contract to be awarded to the above listed bold proposal**

STATE OF NORTH CAROLINA

COUNTY OF LEE

IN RE:

KRISTINA WAGNER (HEIRS)

223 HILLCREST DRIVE

CASE NO. 12-15-4777

AN ORDINANCE DIRECTING
THE CODE ENFORCEMENT
OFFICER TO REMOVE OR
DEMOLISH THE PROPERTY
HEREIN DESCRIBED AS UNFIT
FOR HUMAN HABITATION AND
DIRECTING THAT A NOTICE BE
PLACED THEREON THAT THE
SAME MAY NOT BE OCCUPIED.

WHEREAS, the City Council of the City of Sanford finds that the abandoned buildings or structures described herein were declared unsafe on November 8, 2019 as provided for in § 22-63(a)(2) of the City of Sanford Code of Ordinance and N.C.G.S. § 160A-426(a) and § 160A-428; and

WHEREAS, on November 19, 2019, the City of Sanford Code Enforcement Supervisor issued an order, pursuant to N.C.G.S. § 160A-429, directing the owner of the buildings or structures to remedy the defective conditions by repairing the residential buildings or structures, including the retaining wall, to a habitable or safe condition, or by demolishing the buildings or structures and removing all debris, in accordance with the City of Sanford Housing Code and the North Carolina Building Code, by a date not later than January 19, 2020, and the owner has failed to comply with said order; and

WHEREAS, the abandoned buildings or structures are dilapidated and unfit for human habitation pursuant to § 22-63(b)(3) the City of Sanford Code of Ordinances, and that all of the procedures of the City of Sanford Code of Ordinances and the North Carolina General Statutes have been complied with; and

WHEREAS, the abandoned buildings or structures should be repaired or should be removed or demolished as provided for in N.C.G.S. § 160A-432(b), and should be placarded by placing thereon a notice prohibiting use for human habitation;

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of Sanford that:

Section 1. The Code Enforcement Supervisor is hereby authorized and directed to place a placard containing the legend:

"This building is unfit for human habitation; the use or occupation of this building for human habitation is prohibited and unlawful."

On the building located at the following address: **223 HILLCREST DRIVE.**

Section 2. The Code Enforcement Supervisor is hereby authorized and directed to proceed to remove or demolish the above-described dwelling and is authorized to repair or demolish the existing retaining wall in accordance with her order to the owner thereof dated November 19, 2019, and in accordance with the City of Sanford Housing Code and N.C.G.S. 160A-426.

Section 3. The cost of removal or demolition shall constitute a lien against the real property upon which the cost was incurred as provided for in N.C.G.S. § 160A-432(b). The lien shall be filed in the office of the Lee County Tax Collector and shall have the same priority and be collected in the same manner as liens for special assessments in as provided for in N.C.G.S. 160A-216 et seq. Pursuant to § 160-432(b1), the amounts incurred by the City in connection with the removal or demolition shall also be a lien against any other real property owned by the owner of the building or structure and located within the city limits or within one mile of the city limits, except for the owner's primary residence. The provisions of N.C.G.S. § 160A-432(b) apply to this additional lien, except that this additional lien is inferior to all prior liens and shall be collected as a money judgment.

Section 4. Upon completion of the required repair, removal or demolition, the Code Enforcement Supervisor shall sell the usable materials of the building and any personal property, fixtures, or appurtenances found in or attached to the building in accordance with N.C.G.S. § 160A-432(b), and the City shall credit the proceeds of the sale against the cost of the removal or demolition. Any balance remaining from the sale shall be deposited with the Clerk of Superior Court of the county where the property is located and shall be disbursed by the court to the person found to be entitled thereto by final order or decree of the court.

Section 5. This ordinance shall become effective upon its adoption.

Adopted this 16th day of June, 2020.

City of Sanford

T. Chet Mann, Mayor

ATTEST:

Vicki R. Cannady, City Clerk

NORTH CAROLINA, LEE COUNTY

I, _____, a Notary Public of the County and State aforesaid, certify that Vicki R. Cannady personally came before me this day and acknowledged that she is the Deputy City Clerk of the City of Sanford and that by authority duly given and as the act of the City Council the foregoing instrument was signed in its name by its Mayor, sealed with its corporate seal and attested by her as its Deputy City Clerk.

Witness my hand and stamp or seal, this the ____ day of _____ 2020.

Notary Public

My commission expires: _____

NOTE: This ordinance must be recorded in the office of the register of deeds in the county where the property is located and must be indexed in the name of the property owner in the grantor index.

**BID SHEET FOR DEMOLITION
OF
RESIDENTIAL DWELLING STRUCTURE AT 223 HILLCREST DRIVE
SANFORD, NC**

CONTRACTOR	BID
Roberts Grading & Landscaping	None
*Edi Sons Inc. Grading Contractors	\$11,950.00
Harpo's Farm, LLC	\$14,000.00

***Contract to be awarded to the above listed bold proposal**

ESTIMATE FOR CITY OF SANFORD 223 HILLCREST - RETAINING WALL REPLACEMENT
 20-May-20
 Ken Bright Associates PLLC

Trees: Remove 3 trees	\$ 5,725.00
Retaining Wall: Build a new 160-linear ft. x 2-ft. stepped to 5-ft. gray Allenblock retaining wall, with a drain system	\$ 29,450.00
Engineer -retaining wall design	\$ 1,800.00
Sidewalk: Take out, remove, and dispose of the existing sidewalk that is in under and in front of the retaining wall. Form, pour, and finish a 160-linear ft. x 4-ft. x 4-in. new concrete sidewalk.	\$ 4,300.00
Sub-total	\$ 41,275.00
Ken Bright Associates Fees - includes work to date, construction administration and getting additional proposals if requested by the City	\$ 6,000.00
Contingency	\$ 4,000.00
TOTAL	\$ 51,275.00

Building Permit to be paid by the City of Sanford.
 Fees valid for 30 days.



QUALITY TREE SERVICE

Tree Experts

24 Hour Emergency!!!

Call For Your Free Estimate

Chris Woodlief

919-353-1178

1229 Center Church Road • Sanford, NC 27330
Licensed • Bonded • Insured

Complete Tree Service • Residential & Commercial • Chipping • Pruning • Storm Clean-Up • Stump Grinding • Debris Hauling

QUOTE

Customer: Ken Bright Engineering **Telephone:** 919 356 4687

Job Address: 223 Hillcrest Dr. **Cell:** _____

Date of Contact: 2-27-20

cut down 2 marked oak trees
cut down 1 additional oak tree
to access the two marked trees
chip up all the brush
haul off all the wood
grind 3 stumps
rake out stump shavings

\$5,725

Customer Signature

Date

Quality Tree Service

Date

TERMS: PAYMENT DUE UPON COMPLETION, UNLESS OTHERWISE AGREED UPON.

DEPOSIT MAY BE REQUIRED ON CERTAIN JOBS AND UNDER CERTAIN CIRCUMSTANCES

CONTRACT

KBT Custom Masonry & Landscape Design

25 Purvis Lane
Cameron, NC 28326

910-436-0712

www.kbtlandscaping.com

Date: March 1, 2020

For: Masonry Service

Ken Bright
223 Hillcrest Drive
Sanford, NC
919-356-4687

DESCRIPTION

- Take down, remove, and dispose of the existing retaining wall, as well as 5-ft. of overgrowth and soil that is behind the wall.
- Build a new 160-linear ft. x 2-ft. stepped to 5-ft. gray Allenblock retaining wall, with a drain system. The wall will be built on an 8-in. #57 stone compacted stone footing. The core of the blocks will also be filled with #57 stone, as well as 1-ft. beyond the wall, where a French drain system will be installed and daylighted every 30-ft. through the wall. Geogrid fabric will be installed every two courses and will be 5-ft. wide. Compacted sand clay will be used for the remaining backfill and will be compacted every 6-in.

* Homeowner - call 811 to get the underground utilities marked out.*

Total (material and labor): \$29,450.00

Down Payment: \$14,725.00

Due upon completion: \$14,725.00

THANK YOU FOR YOUR BUSINESS

CONTRACT

KBT Custom Masonry & Landscape Design

25 Purvis Lane
Cameron, NC 28326
910-436-0712

www.kbtlandscaping.com

Date: March 1, 2020

For: Masonry Service

Ken Bright
223 Hillcrest Drive
Sanford, NC
919-356-4687

DESCRIPTION

- Engineering fee to be paid to Randolph Marshall.

Total due: \$1,800.00

THANK YOU FOR YOUR BUSINESS

CONTRACT

KBT Custom Masonry & Landscape Design

25 Purvis Lane
Cameron, NC 28326

910-436-0712

www.kbtlandscaping.com

Date: March 1, 2020

For: Masonry Service

Ken Bright
223 Hillcrest Drive
Sanford, NC
919-356-4687

DESCRIPTION

- Take out, remove, and dispose of the existing sidewalk that is in under and in front of the retaining wall.
- Form, pour, and finish a 160-linear ft. x 4-ft. x 4-in. new concrete sidewalk.

* Homeowner - call 811 to get the underground utilities marked out.*

Total (material and labor): \$4,300.00

Down Payment: \$2,150.00

Due upon completion: \$2,150.00

THANK YOU FOR YOUR BUSINESS

STATE OF NORTH CAROLINA

COUNTY OF LEE

IN RE:

TRYPHOSA, INC.

116 MCGILL STREET

CASE# MHO-2018-0247

AN ORDINANCE DIRECTING
THE CODE ENFORCEMENT
OFFICER TO REMOVE OR
DEMOLISH THE PROPERTY
HEREIN DESCRIBED AS UNFIT
FOR HUMAN HABITATION AND
DIRECTING THAT A NOTICE BE
PLACED THEREON THAT THE
SAME MAY NOT BE OCCUPIED.

WHEREAS, the City Council of the City of Sanford finds that the abandoned building or structure described herein was declared unsafe on November 15, 2019 as provided for in § 22-63(a)(2) of the City of Sanford Code of Ordinance and N.C.G.S. § 160A-426(a) and § 160A-428; and

WHEREAS, on November 26, 2019, the City of Sanford Code Enforcement Supervisor issued an order, pursuant to N.C.G.S. § 160A-429, directing the owner of the building or structure to remedy the defective conditions by repairing the building or structure to a habitable condition, or demolishing the building or structure and removing all debris, in accordance with the City of Sanford Housing Code and the North Carolina Building Code, by a date not later than January 26, 2020, and the owner has failed to comply with said order; and

WHEREAS, the abandoned building or structure is dilapidated and is unfit for human habitation pursuant to § 22-63(b)(3) the City of Sanford Code of Ordinances, and that all of the procedures of the City of Sanford Code of Ordinances and the North Carolina General Statutes have been complied with; and

WHEREAS, the abandoned building or structure should be removed or demolished as provided for in N.C.G.S. § 160A-432(b), and should be placarded by placing thereon a notice prohibiting use for human habitation;

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of Sanford that:

Section 1. The Code Enforcement Supervisor is hereby authorized and directed to place a placard containing the legend:

"This building is unfit for human habitation; the use or occupation of this building for human habitation is prohibited and unlawful."

On the building located at the following address: **116 MCGILL STREET.**

Section 2. The Code Enforcement Supervisor is hereby authorized and directed to proceed to remove or demolish the above-described dwelling in accordance with her order to the owner thereof dated November 26, 2019, and in accordance with the City of Sanford Housing Code and N.C.G.S. 160A-426.

Section 3. The cost of removal or demolition shall constitute a lien against the real property upon which the cost was incurred as provided for in N.C.G.S. § 160A-432(b). The lien shall be filed in the office of the Lee County Tax Collector and shall have the same priority and be collected in the same manner as liens for special assessments in as provided for in N.C.G.S. 160A-216 et seq. Pursuant to § 160-432(b1), the amounts incurred by the City in connection with the removal or demolition shall also be a lien against any other real property owned by the owner of the building or structure and located within the city limits or within one mile of the city limits, except for the owner's primary residence. The provisions of N.C.G.S. § 160A-432(b) apply to this additional lien, except that this additional lien is inferior to all prior liens and shall be collected as a money judgment.

Section 4. Upon completion of the required removal or demolition, the Code Enforcement Supervisor shall sell the usable materials of the building and any personal property, fixtures, or appurtenances found in or attached to the building in accordance with N.C.G.S. § 160A-432(b), and the City shall credit the proceeds of the sale against the cost of the removal or demolition. Any balance remaining from the sale shall be deposited with the Clerk of Superior Court of the county where the property is located and shall be disbursed by the court to the person found to be entitled thereto by final order or decree of the court.

Section 5. This ordinance shall become effective upon its adoption.

Adopted this 16th day of June, 2020.

City of Sanford

T. Chet Mann, Mayor

ATTEST:

Vicki R. Cannady, Deputy City Clerk

NORTH CAROLINA, LEE COUNTY

I, _____, a Notary Public of the County and State aforesaid, certify that Vicki R. Cannady personally came before me this day and acknowledged that she is the Deputy City Clerk of the City of Sanford and that by authority duly given and as the act of the City Council the foregoing instrument was signed in its name by its Mayor, sealed with its corporate seal and attested by her as its Deputy City Clerk.

Witness my hand and stamp or seal, this the ____ day of _____ 2020.

Notary Public

My commission expires:_____

NOTE: This ordinance must be recorded in the office of the register of deeds in the county where the property is located and must be indexed in the name of the property owner in the grantor index.

**BID SHEET FOR DEMOLITION
OF
116 MCGILL STREET
SANFORD, NC**

CONTRACTOR	BID
Roberts Grading & Landscaping	None
*Edi Sons Inc. Grading Contractors	\$5,300.00
Harpo's Farm, LLC	\$5,500.00

***Contract to be awarded to the above listed bold proposal**

STATE OF NORTH CAROLINA

COUNTY OF LEE

IN RE:

SYLVESTER FEASTER

1015 SAN-LEE DRIVE

CASE NO. 11-15-4727

AN ORDINANCE DIRECTING
THE CODE ENFORCEMENT
OFFICER TO REMOVE OR
DEMOLISH THE PROPERTY
HEREIN DESCRIBED AS UNFIT
FOR HUMAN HABITATION AND
DIRECTING THAT A NOTICE BE
PLACED THEREON THAT THE
SAME MAY NOT BE OCCUPIED.

WHEREAS, the City Council of the City of Sanford finds that the abandoned building or structure described herein was declared unsafe on November 15, 2019 as provided for in § 22-63(a)(2) of the City of Sanford Code of Ordinance and N.C.G.S. § 160A-426(a) and § 160A-428; and

WHEREAS, on November 26, 2019, the City of Sanford Code Enforcement Supervisor issued an order, pursuant to N.C.G.S. § 160A-429, directing the owner of the building or structure to remedy the defective conditions by repairing the building or structure to a habitable condition, or demolishing the building or structure and removing all debris, in accordance with the City of Sanford Housing Code and the North Carolina Building Code, by a date not later than January 26, 2020, and the owner has failed to comply with said order; and

WHEREAS, the abandoned building or structure is dilapidated and is unfit for human habitation pursuant to § 22-63(b)(3) the City of Sanford Code of Ordinances, and that all of the procedures of the City of Sanford Code of Ordinances and the North Carolina General Statutes have been complied with; and

WHEREAS, the abandoned building or structure should be removed or demolished as provided for in N.C.G.S. § 160A-432(b), and should be placarded by placing thereon a notice prohibiting use for human habitation;

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of Sanford that:

Section 1. The Code Enforcement Supervisor is hereby authorized and directed to place a placard containing the legend:

"This building is unfit for human habitation; the use or occupation of this building for human habitation is prohibited and unlawful."

On the building located at the following address: **1015 SAN-LEE DRIVE.**

Section 2. The Code Enforcement Supervisor is hereby authorized and directed to proceed to remove or demolish the above-described dwelling in accordance with her order to the owner thereof dated November 26, 2019, and in accordance with the City of Sanford Housing Code and N.C.G.S. 160A-426.

Section 3. The cost of removal or demolition shall constitute a lien against the real property upon which the cost was incurred as provided for in N.C.G.S. § 160A-432(b). The lien shall be filed in the office of the Lee County Tax Collector and shall have the same priority and be collected in the same manner as liens for special assessments in as provided for in N.C.G.S. 160A-216 et seq. Pursuant to § 160-432(b1), the amounts incurred by the City in connection with the removal or demolition shall also be a lien against any other real property owned by the owner of the building or structure and located within the city limits or within one mile of the city limits, except for the owner's primary residence. The provisions of N.C.G.S. § 160A-432(b) apply to this additional lien, except that this additional lien is inferior to all prior liens and shall be collected as a money judgment.

Section 4. Upon completion of the required removal or demolition, the Code Enforcement Supervisor shall sell the usable materials of the building and any personal property, fixtures, or appurtenances found in or attached to the building in accordance with N.C.G.S. § 160A-432(b), and the City shall credit the proceeds of the sale against the cost of the removal or demolition. Any balance remaining from the sale shall be deposited with the Clerk of Superior Court of the county where the property is located and shall be disbursed by the court to the person found to be entitled thereto by final order or decree of the court.

Section 5. This ordinance shall become effective upon its adoption.

Adopted this 16th day of June, 2020.

City of Sanford

T. Chet Mann, Mayor

ATTEST:

Vicki R. Cannady, Deputy City Clerk

NORTH CAROLINA, LEE COUNTY

I, _____, a Notary Public of the County and State aforesaid, certify that Vicki R. Cannady personally came before me this day and acknowledged that she is the Deputy City Clerk of the City of Sanford and that by authority duly given and as the act of the City Council the foregoing instrument was signed in its name by its Mayor, sealed with its corporate seal and attested by her as its Deputy City Clerk.

Witness my hand and stamp or seal, this the ____ day of _____ 2020.

Notary Public

My commission expires:_____

NOTE: This ordinance must be recorded in the office of the register of deeds in the county where the property is located and must be indexed in the name of the property owner in the grantor index.

**BID SHEET FOR DEMOLITION
OF
1015 SAN-LEE DRIVE
SANFORD, NC**

CONTRACTOR	BID
Roberts Grading & Landscaping	None
*Edi Sons Inc. Grading Contractors	\$8,450.00
Harpo's Farm, LLC	\$9,000.00

***Contract to be awarded to the above listed bold proposal**

STATE OF NORTH CAROLINA

COUNTY OF LEE

IN RE:

**JULIO REYES ASCENCIO
SANDRA Y. MACHUCA**

520 OAKWOOD AVENUE

CASE# MHO-2018-0140

AN ORDINANCE DIRECTING
THE CODE ENFORCEMENT
OFFICER TO REMOVE OR
DEMOLISH THE PROPERTY
HEREIN DESCRIBED AS UNFIT
FOR HUMAN HABITATION AND
DIRECTING THAT A NOTICE BE
PLACED THEREON THAT THE
SAME MAY NOT BE OCCUPIED.

WHEREAS, the City Council of the City of Sanford finds that the abandoned building or structure described herein was declared unsafe on November 8, 2019 as provided for in § 22-63(a)(2) of the City of Sanford Code of Ordinance and N.C.G.S. § 160A-426(a) and § 160A-428; and

WHEREAS, on November 19, 2019, the City of Sanford Code Enforcement Supervisor issued an order, pursuant to N.C.G.S. § 160A-429, directing the owner of the building or structure to remedy the defective conditions by repairing the building or structure to a habitable condition, or demolishing the building or structure and removing all debris, in accordance with the City of Sanford Housing Code and the North Carolina Building Code, by a date not later than January 19, 2019, and the owner has failed to comply with said order; and

WHEREAS, the abandoned building or structure is dilapidated and is unfit for human habitation pursuant to § 22-63(b)(3) the City of Sanford Code of Ordinances, and that all of the procedures of the City of Sanford Code of Ordinances and the North Carolina General Statutes have been complied with; and

WHEREAS, the abandoned building or structure should be removed or demolished as provided for in N.C.G.S. § 160A-432(b), and should be placarded by placing thereon a notice prohibiting use for human habitation;

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of Sanford that:

Section 1. The Code Enforcement Supervisor is hereby authorized and directed to place a placard containing the legend:

"This building is unfit for human habitation; the use or occupation of this building for human habitation is prohibited and unlawful."

On the building located at the following address: **520 OAKWOOD AVENUE.**

Section 2. The Code Enforcement Supervisor is hereby authorized and directed to proceed to remove or demolish the above-described dwelling in accordance with her order to the owner thereof dated November 19, 2019, and in accordance with the City of Sanford Housing Code and N.C.G.S. 160A-426.

Section 3. The cost of removal or demolition shall constitute a lien against the real property upon which the cost was incurred as provided for in N.C.G.S. § 160A-432(b). The lien shall be filed in the office of the Lee County Tax Collector and shall have the same priority and be collected in the same manner as liens for special assessments in as provided for in N.C.G.S. 160A-216 et seq. Pursuant to § 160-432(b1), the amounts incurred by the City in connection with the removal or demolition shall also be a lien against any other real property owned by the owner of the building or structure and located within the city limits or within one mile of the city limits, except for the owner's primary residence. The provisions of N.C.G.S. § 160A-432(b) apply to this additional lien, except that this additional lien is inferior to all prior liens and shall be collected as a money judgment.

Section 4. Upon completion of the required removal or demolition, the Code Enforcement Supervisor shall sell the usable materials of the building and any personal property, fixtures, or appurtenances found in or attached to the building in accordance with N.C.G.S. § 160A-432(b), and the City shall credit the proceeds of the sale against the cost of the removal or demolition. Any balance remaining from the sale shall be deposited with the Clerk of Superior Court of the county where the property is located and shall be disbursed by the court to the person found to be entitled thereto by final order or decree of the court.

Section 5. This ordinance shall become effective upon its adoption.

Adopted this 16th day of June, 2020.

City of Sanford

T. Chet Mann, Mayor

ATTEST:

Vicki R. Cannady, Deputy City Clerk

NORTH CAROLINA, LEE COUNTY

I, _____, a Notary Public of the County and State aforesaid, certify that Vicki R. Cannady personally came before me this day and acknowledged that she is the Deputy City Clerk of the City of Sanford and that by authority duly given and as the act of the City Council the foregoing instrument was signed in its name by its Mayor, sealed with its corporate seal and attested by her as its Deputy City Clerk.

Witness my hand and stamp or seal, this the ____ day of _____ 2020.

Notary Public

My commission expires:_____

NOTE: This ordinance must be recorded in the office of the register of deeds in the county where the property is located and must be indexed in the name of the property owner in the grantor index.

**BID SHEET FOR DEMOLITION
OF
520 OAKWOOD AVENUE
SANFORD, NC**

CONTRACTOR	BID
Roberts Grading & Landscaping	None
*Edi Sons Inc. Grading Contractors	\$5,800.00
Harpo's	\$6,500.00

***Contract to be awarded to the above listed bold proposal**

CAPITAL PROJECT ORDINANCE AMENDMENT

TO CLOSE AMOS BRIDGES WATER MAIN PROJECT NO. W1803

BE IT ORDAINED by the City Council of the City of Sanford, North Carolina that, pursuant to Section 13.2 of Chapter 159 of the General Statutes of North Carolina, the following capital project ordinance no. 2017-128, 2018-38, and 2019-46 are hereby amended:

Section 1: The project authorized is for design and construction of a water main on Amos Bridges Road from Hawkins Avenue to Colon Road to be financed through reserves.

Section 2: The officers of this unit are hereby directed to proceed with the capital project within the terms of the budget contained herein.

Section 3: The following amounts are appropriated for the project:

Transfer to Hawkins Avenue Waterline Project W1303	\$ 8,928
--	----------

Section 4: The following revenues are anticipated to be available to complete this project:

Interest Income	\$ 8,928
-----------------	----------

Section 5: The following transfer is required **to close this project**:

Transfer from the following accounts:

Engineering	\$ 12,361
Construction	62,586
Contingency	<u>93,860</u>
Total	<u>\$ 168,807</u>

Transfer to the following accounts:

Transfer to Hawkins Ave Waterline Project W1303	\$ 168,807
Total	<u>\$ 168,807</u>

Section 6: The Finance Officer is hereby directed to maintain within the Capital Project Fund sufficient specific detailed accounting records.

Section 7: Funds may be advanced from the Utility Fund for the purpose of making payments as due.

Section 8: The Finance Officer is directed to report, on a quarterly basis, on the financial status of each project element in Section 3 and on the total revenues received and claimed.

Section 9: The Finance Officer is directed to include in the annual budget information projects authorized by previously adopted project ordinances which will have appropriations available for expenditure during the budget year.

Section 10: Copies of this capital project ordinance shall be furnished to the Clerk to the City Council and the Finance Officer for direction in carrying out this project.

ADOPTED this, the 16th day of June, 2020.

T. Chet Mann, Mayor

ATTEST:

Bonnie Davis, City Clerk

CAPITAL PROJECT ORDINANCE AMENDMENT

HAWKINS AVENUE WATERLINE IMPROVEMENTS PROJECT NO. W1303

BE IT ORDAINED by the City Council of the City of Sanford, North Carolina that, pursuant to Section 13.2 of Chapter 159 of the General Statutes of North Carolina, the following capital project ordinance number 2013-25, 2018-66, and 2019-48 are hereby amended:

Section 1: The project authorized is to improve the Hawkins Avenue waterline to be financed through reserves.

Section 2: The officers of this unit are hereby directed to proceed with the capital project within the terms of the budget contained herein.

Section 3: The following amounts are appropriated for the project:

Hawkins Avenue Waterline Improvements	\$ 240,501
---------------------------------------	------------

Section 4: The following revenues are anticipated to be available to complete this project:

Transfer from other Capital Project	\$ 177,735
Interest Income	62,766

Section 5: The Finance Officer is hereby directed to maintain within the Capital Project Fund sufficient specific detailed accounting records.

Section 6: Funds may be advanced from the Utility Fund for the purpose of making payments as due.

Section 7: The Finance Officer is directed to report, on a quarterly basis, on the financial status of each project element in Section 3 and on the total revenues received and claimed.

Section 8: The Finance Officer is directed to include in the annual budget information projects authorized by previously adopted project ordinances which will have appropriations available for expenditure during the budget year.

Section 9: Copies of this capital project ordinance shall be furnished to the Clerk to the City Council and the Finance Officer for direction in carrying out this project.

ADOPTED this, the 16th day of June, 2020.

T. Chet Mann, Mayor

ATTEST:

Bonnie Davis, City Clerk

Ordinance Amending the
Annual Operating Budget FY 2019-2020 –
Cleanup Amendment

RESOLUTION BY GOVERNING BODY OF APPLICANT

- WHEREAS, The Federal Clean Water Act Amendments of 1987 and the North Carolina the Water Infrastructure Act of 2005 (NCGS 159G) have authorized the making of loans and grants to aid eligible units of government in financing the cost of construction of wastewater treatment rehabilitation and
- WHEREAS, The City of Sanford has need for and intends to construct improvements to the existing wastewater treatment plant berm infrastructure to provide protection from future flood events as described as the WWTP Flood Protection Project and
- WHEREAS, The City of Sanford intends to request state loan assistance for the project,

NOW THEREFORE BE IT RESOLVED, BY THE CITY COUNCIL OF THE CITY OF SANFORD:

That City of Sanford the **Applicant**, will arrange financing for all remaining costs of the project, if approved for a State loan award.

That the **Applicant** will adopt and place into effect on or before completion of the project a schedule of fees and charges and other available funds which will provide adequate funds for proper operation, maintenance, and administration of the system and the repayment of all principal and interest on the debt.

That the governing body of the **Applicant** agrees to include in the loan agreement a provision authorizing the State Treasurer, upon failure of the City to make scheduled repayment of the loan, to withhold from the City any State funds that would otherwise be distributed to the local government unit in an amount sufficient to pay all sums then due and payable to the State as a repayment of the loan.

That the **Applicant** will provide for efficient operation and maintenance of the project on completion of construction thereof.

That Hal Hegwer, City Manager, the **Authorized Official**, and successors so titled, is hereby authorized to execute and file an application on behalf of the **Applicant** with the State of North Carolina for a loan to aid in the construction of the project described above.

That the **Authorized Official**, and successors so titled, is hereby authorized and directed to furnish such information as the appropriate State agency may request in connection with such application or the project: to make the assurances as contained above; and to execute such other documents as may be required in connection with the application.

That the **Applicant** has substantially complied or will substantially comply with all Federal, State, and local laws, rules, regulations, and ordinances applicable to the project and to Federal and State grants and loans pertaining thereto.

Adopted this the 16th day of June, 2020, at the City of Sanford, North Carolina.

(Signature of Chief Executive Officer)

(Title)

CERTIFICATION BY RECORDING OFFICER

The undersigned duly qualified and acting _____ of the City of Sanford does hereby certify: That the above/attached resolution is a true and correct copy of the resolution authorizing the filing of an application with the State of North Carolina, as regularly adopted at a legally convened meeting of the City of Sanford City Council duly held on the 16th day of June, 2020; and, further, that such resolution has been fully recorded in the journal of proceedings and records in my office. IN WITNESS WHEREOF, I have hereunto set my hand this _____ day of _____, 20____.

(Signature of Recording Officer)

(Title of Recording Officer)

RESOLUTION BY GOVERNING BODY OF APPLICANT

WHEREAS, The Federal Clean Water Act Amendments of 1987 and the North Carolina the Water Infrastructure Act of 2005 (NCGS 159G) have authorized the making of loans and grants to aid eligible units of government in financing the cost of construction of wastewater collection rehabilitation and

WHEREAS, The City of Sanford has need for and intends to construct a wastewater collection project that will provide rehabilitation or replacement of aged infrastructure and protection for critical downstream wastewater infrastructure described as the Little Buffalo Creek Rehabilitation Project and

WHEREAS, The City of Sanford intends to request state loan assistance for the project,

NOW THEREFORE BE IT RESOLVED, BY THE CITY COUNCIL OF THE CITY OF SANFORD:

That City of Sanford the **Applicant**, will arrange financing for all remaining costs of the project, if approved for a State loan award.

That the **Applicant** will adopt and place into effect on or before completion of the project a schedule of fees and charges and other available funds which will provide adequate funds for proper operation, maintenance, and administration of the system and the repayment of all principal and interest on the debt.

That the governing body of the **Applicant** agrees to include in the loan agreement a provision authorizing the State Treasurer, upon failure of the City to make scheduled repayment of the loan, to withhold from the City any State funds that would otherwise be distributed to the local government unit in an amount sufficient to pay all sums then due and payable to the State as a repayment of the loan.

That the **Applicant** will provide for efficient operation and maintenance of the project on completion of construction thereof.

That Hal Hegwer, City Manager, the **Authorized Official**, and successors so titled, is hereby authorized to execute and file an application on behalf of the **Applicant** with the State of North Carolina for a loan to aid in the construction of the project described above.

That the **Authorized Official**, and successors so titled, is hereby authorized and directed to furnish such information as the appropriate State agency may request in connection with such application or the project: to make the assurances as contained above; and to execute such other documents as may be required in connection with the application.

That the **Applicant** has substantially complied or will substantially comply with all Federal, State, and local laws, rules, regulations, and ordinances applicable to the project and to Federal and State grants and loans pertaining thereto.

Adopted this the 16th day of June, 2020, at the City of Sanford, North Carolina.

(Signature of Chief Executive Officer)

(Title)

CERTIFICATION BY RECORDING OFFICER

The undersigned duly qualified and acting _____ of the City of Sanford does hereby certify: That the above/attached resolution is a true and correct copy of the resolution authorizing the filing of an application with the State of North Carolina, as regularly adopted at a legally convened meeting of the City of Sanford City Council duly held on the _____ day of _____, 20 ____; and, further, that such resolution has been fully recorded in the journal of proceedings and records in my office. IN WITNESS WHEREOF, I have hereunto set my hand this - _____ day of _____, 20 ____.

(Signature of Recording Officer)

(Title of Recording Officer)

REIMBURSEMENT RESOLUTION
PROJECT FORGE – INFRASTRUCTURE IMPROVEMENTS

WHEREAS, the Finance Officer has described to the Council the desirability of adopting a resolution, as provided under federal tax law, to facilitate the unit's using financing proceeds to restore the unit's funds when the unit makes capital expenditures prior to closing on a bond issue or other financing.

BE IT RESOLVED by the City of Sanford as follows:

Section 1: The project authorized is for infrastructure improvements to Project Forge in the amount of \$1,615,000.

Section 2: The project is to be financed. Currently, the expected type of financing is installment purchase proceeds and the expected maximum amount of installment purchase proceeds to be issued or contracted for the project is \$1,615,000.

Section 3: Funds that have been advanced, or may be advanced, from the Utility Fund for project costs are intended to be reimbursed from the financing proceeds.

Section 4: The adoption of this resolution is intended as a declaration of this unit's official intent to reimburse project expenditures from financing proceeds.

ADOPTED this, the 16th day of June, 2020.

T. Chet Mann, Mayor

ATTEST:

Bonnie Davis, City Clerk

**AN ORDINANCE AMENDING THE ANNUAL OPERATING BUDGET
OF THE CITY OF SANFORD FY 2019-2020**

BE IT ORDAINED by the City Council of the City of Sanford, North Carolina in regular session assembled.

Section 1: The following amounts are hereby amended to ordinance 2019-37 per G. S. 159-15 for the continued operation of the City of Sanford, its government, and activities for the balance of the fiscal year 2019-2020.

**UTILITY FUND
APPROPRIATION OF FUNDS**

<u>REVENUES</u>			<u>EXPENDITURES</u>		
300945 54000	Retained Earnings	1,615,000	30096650 00000	Contribution - Capital Project	1,615,000
Total Appropriation					<u>\$ 1,615,000</u>

Section 2. This ordinance shall be in full force and effective from and after the date of its adoption.

ADOPTED this, the 16th day of June, 2020.

ATTEST:

T. Chet Mann, Mayor

Bonnie Davis, City Clerk

2019-2020 BUDGET ORDINANCE AMENDMENT**UTILITY FUND****Appropriation of Funds - results in increasing of budget****REVENUES**

Retained Earnings	1,615,000	To appropriate retained earnings for item described below
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EXPENDITURES

Contribution - Capital Project	1,615,000	Contribution to Project Forge Infrastructure Improvements - these funds will be reimbursed to the city once financing has been secured
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GRANT PROJECT ORDINANCE AMENDMENT

PROJECT FORGE – INFRASTRUCTURE IMPROVEMENTS (U2001)

BE IT ORDAINED by the City Council of the City of Sanford, North Carolina that, pursuant to Section 13.2 of Chapter 159 of the General Statutes of North Carolina, grant project ordinance #2019-84 and #2019-88 are hereby amended:

Section 1: The project authorized is for infrastructure improvements to Project Forge. This project is to be financed through grant funds and reserves.

Section 2: The officers of this unit are hereby directed to proceed with the grant project within the terms of the grant documents, and the budget contained herein.

Section 3: The following amounts are appropriated for the project:

Project Forge	\$ 3,365,000
---------------	--------------

Section 4: The following revenues are anticipated to be available to complete this project:

Contribution – Utility Fund	\$ 1,615,000
CDBG Grant 18-E-3078	1,250,000
Industrial Development Grant U-512	500,000

Section 5: The Finance Officer is hereby directed to maintain within the Grant Project Fund sufficient specific detailed accounting records to satisfy the requirements of the grantor agency, the grant agreements, and state / federal regulations.

Section 6: Funds may be advanced from the Utility Fund for the purpose of making payments as due. Reimbursement requests should be made to the grantor agency in an orderly and timely manner.

Section 7: The Finance Officer is directed to report, on a quarterly basis, on the financial status of each project element in Section 3 and on the total revenues received and claimed.

Section 8: The Finance Officer is directed to include in the annual budget information projects authorized by previously adopted project ordinances which will have appropriations available for expenditure during the budget year.

Section 9: Copies of this grant project ordinance shall be furnished to the Clerk to the City Council and the Finance Officer for direction in carrying out this project.

ADOPTED this, the 16th day of June, 2020

T. Chet Mann, Mayor

ATTEST:

Bonnie Davis, City Clerk



PUBLIC WORKS DEPARTMENT

CITY OF SANFORD

P. O. BOX 3729

FAX 919-774-8179

North Carolina 27331-3729

TELEPHONE 919-777-1122

OR 919-777-1118

 Paul M. Weeks, Jr., P.E.
 City Engineer

MEMORANDUM

TO: Mayor Mann and Members of Council

FROM: Paul M. Weeks Jr., P.E. 

DATE: June 12, 2020

SUBJECT: Award Guaranteed Maximum Price for Project Forge Water Line Extension and Access Road

Sanford Contractors has completed the design portion of this project and submitted a Guaranteed Maximum Price for construction. The cost includes construction of the DOT roadway, internal roadway and the water line.

The total Guaranteed Maximum Price for this project is \$2,359,009.22. Of that Council has previously approved \$45,000 for engineering.

Therefore, Staff recommends that Council award the construction portion of the Guaranteed Maximum Price in the amount of \$2,314,009.22



PUBLIC WORKS DEPARTMENT

CITY OF SANFORD

P. O. BOX 3729

FAX 919-774-8179

North Carolina 27331-3729

TELEPHONE 919-777-1122

OR 919-777-1118

Paul M. Weeks, Jr., P.E.
City Engineer

MEMORANDUM

TO: Mayor Mann and Members of Council

FROM: Paul M. Weeks Jr., P.E. 

DATE: June 9, 2020

SUBJECT: Recommendation to Award: Project Forge Sewer Extension – Intermediate Force Main Phase II

On February 27th at 2 pm four bids were received for this project.

	Bid Bond	Base Bid	Alternate 1	Base Bid + Alternate 1
ELJ , Inc.	Yes	\$3,348,395.40	\$2,307,128.00	\$5,655,523.40
Sanford Contractors, Inc.	Yes	\$3,669,387.33	-\$364,938.48	\$3,304,448.85
Garney Companies, Inc.	Yes	\$3,950,963.00	-\$262,224.00	\$3,661,362.00
Dellinger, Inc.	Yes	\$6,932,676.00	\$5,957,751.00	\$12,890,427.00

The base bid is the cost to install a 20-inch force main. Alternate 1 was the change in cost to put in a 16-inch force main instead of a 20-inch. Base Bid + Alternate 1 is the cost to install the 16-inch force main.

ELJ, Inc is the apparent low bidder with regard to the base bid. Sanford Contractors is the apparent low bid with regard to the Base bid plus Alternate.

In the attached bid tabulation, there is a section labelled 'Conformed Alternate 1'. This was staff's attempt to determine why the bidders' 'base bid + Alternate 1' bids were so far apart. This is a manipulation of the submitted bids and cannot be used to award.

At this point, Council can choose to award the Base Bid to ELJ, Inc. or the Base + Alternate 1 to Sanford Contractors, Inc.

Since the base bid provides flexibility and increased capacity, Staff recommends that City Council award the Base Bid to ELJ Inc. in the amount of \$3,348,395.40.

City of Sanford, NC
 SFD19541 - Project Forge Sewer Extension - Intermediate Force Main Phase II
 Bid Opening: February 27, 2020



ITEM NO.	ITEM DESCRIPTION	QUANTITY	UNIT	ELJ, Inc.		Sanford Contractors, Inc.		Garney Companies, Inc.		Dellinger, Inc.	
				UNIT BID PRICE	AMOUNT BID	UNIT BID PRICE	AMOUNT BID	UNIT BID PRICE	AMOUNT BID	UNIT BID PRICE	AMOUNT BID
BASE BID											
1	Mobilization (5% Maximum Base Bid)	1	LS	\$ 159,447.40	\$ 159,447.40	\$ 174,700.00	\$ 174,700.00	\$ 197,000.00	\$ 197,000.00	\$ 34,000.00	\$ 34,000.00
2	16-inch PVC Force Main, Class 235, DR 18 (C900)	75	LF	\$ 90.00	\$ 6,750.00	\$ 128.55	\$ 9,641.25	\$ 120.00	\$ 9,000.00	\$ 191.00	\$ 14,325.00
3	20-inch PVC Force Main, Class 235, DR 18 (C900)	16389	LF	\$ 132.00	\$ 2,163,348.00	\$ 119.88	\$ 1,964,713.32	\$ 125.00	\$ 2,048,625.00	\$ 209.00	\$ 3,425,301.00
4	20-inch Ductile Iron Force Main, Class 250 (Ceramic Epoxy Lined)	171	LF	\$ 150.00	\$ 25,650.00	\$ 191.56	\$ 32,756.76	\$ 232.00	\$ 39,672.00	\$ 350.00	\$ 59,850.00
5	30-inch Gravity Sewer, PVC PS115	10	LF	\$ 300.00	\$ 3,000.00	\$ 810.00	\$ 8,100.00	\$ 659.00	\$ 6,590.00	\$ 1,600.00	\$ 16,000.00
6	Trenchless Roadway and Railroad Crossings by Bore and Jack (36-inch Steel Casing)	814	LF	\$ 800.00	\$ 651,200.00	\$ 1,179.00	\$ 959,706.00	\$ 1,409.00	\$ 1,146,926.00	\$ 3,300.00	\$ 2,686,200.00
7	5-foot Diameter Force Main Connection Manhole	1	EA	\$ 22,000.00	\$ 22,000.00	\$ 10,600.00	\$ 10,600.00	\$ 15,150.00	\$ 15,150.00	\$ 13,000.00	\$ 13,000.00
8	6-foot Diameter Drop Manhole	1	EA	\$ 20,000.00	\$ 20,000.00	\$ 126,800.00	\$ 126,800.00	\$ 88,000.00	\$ 88,000.00	\$ 68,000.00	\$ 68,000.00
9	16-inch Gate Valves:	2	EA	\$ 10,000.00	\$ 20,000.00	\$ 11,000.00	\$ 22,000.00	\$ 9,000.00	\$ 18,000.00	\$ 16,000.00	\$ 32,000.00
10	20-inch Gate Valves:	4	EA	\$ 17,000.00	\$ 68,000.00	\$ 17,700.00	\$ 70,800.00	\$ 16,000.00	\$ 64,000.00	\$ 32,000.00	\$ 128,000.00
11	6-inch Blowoff Valve Assembly	4	EA	\$ 8,000.00	\$ 32,000.00	\$ 9,325.00	\$ 37,300.00	\$ 27,000.00	\$ 108,000.00	\$ 15,000.00	\$ 60,000.00
12	2-inch Combination Air Valve Assembly	6	EA	\$ 9,500.00	\$ 57,000.00	\$ 18,820.00	\$ 112,920.00	\$ 15,000.00	\$ 90,000.00	\$ 35,000.00	\$ 210,000.00
13	4-inch Combination Air Valve Assembly	3	EA	\$ 20,000.00	\$ 60,000.00	\$ 26,450.00	\$ 79,350.00	\$ 20,000.00	\$ 60,000.00	\$ 42,000.00	\$ 126,000.00
14	Allowance 1 - Soil and Concrete Testing Allowance	1	LS	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00
15	Allowance 2 - Owner's Allowance	1	LS	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00
TOTAL BASE BID PRICE				\$	3,348,395.40	\$	3,669,387.33	\$	3,950,963.00	\$	6,932,676.00
ALTERNATE 1											
16	16-inch PVC Force Main, Class 235, DR 18 (C900)	16389	LF	\$ 102.00	\$ 1,671,678.00	\$ (15.67)	\$ (256,815.63)	\$ (16.00)	\$ (262,224.00)	\$ 191.00	\$ 3,130,299.00
17	16-inch Ductile Iron Force Main, Class 250 (Ceramic Epoxy Lined)	171	LF	\$ 150.00	\$ 25,650.00	\$ (23.35)	\$ (3,992.85)	\$ (11.00)	\$ (1,881.00)	\$ 228.00	\$ 38,988.00
18	Trenchless Roadway and Railroad Crossings by Bore and Jack (30-inch Steel Casing)	814	LF	\$ 700.00	\$ 569,800.00	\$ (95.00)	\$ (77,330.00)	\$ -	\$ -	\$ 3,300.00	\$ 2,686,200.00
19	16-inch Gate Valves	4	EA	\$ 10,000.00	\$ 40,000.00	\$ (6,700.00)	\$ (26,800.00)	\$ (6,374.00)	\$ (25,496.00)	\$ 25,566.00	\$ 102,264.00
ALTERNATE 1 PRICE				\$	2,307,128.00	\$	(364,938.48)	\$	(262,224.00)	\$	5,957,751.00
REPORTED BASE BID				\$	3,348,395.40	\$	3,669,387.33	\$	3,950,963.00	\$	6,932,676.00
REPORTED BASE BID + ALTERNATE 1 PRICE				\$	5,655,523.40	\$	3,304,448.85	\$	3,661,362.00	\$	12,890,427.00
CONFORMED ALTERNATE 1											
16	16-inch PVC Force Main, Class 235, DR 18 (C900)	16389	LF	\$ (30.00)	\$ (491,670.00)	N/A	N/A	N/A	N/A	\$ (18.00)	\$ (295,002.00)
17	16-inch Ductile Iron Force Main, Class 250 (Ceramic Epoxy Lined)	171	LF	\$ -	\$ -	N/A	N/A	N/A	N/A	\$ (122.00)	\$ (20,862.00)
18	Trenchless Roadway and Railroad Crossings by Bore and Jack (30-inch Steel Casing)	814	LF	\$ (100.00)	\$ (81,400.00)	N/A	N/A	N/A	N/A	\$ -	\$ -
19	16-inch Gate Valves	4	EA	\$ (7,000.00)	\$ (28,000.00)	N/A	N/A	N/A	N/A	\$ (6,434.00)	\$ (25,736.00)
CONFORMED ALTERNATE 1 PRICE				\$	(601,070.00)	\$	-	\$	-	\$	(341,600.00)
REPORTED BASE BID				\$	3,348,395.40	\$	3,669,387.33	\$	3,950,963.00	\$	6,932,676.00
CONFORMED BASE BID + ALTERNATE 1 PRICE				\$	2,747,325.40	\$	3,304,448.85	\$	3,688,739.00	\$	6,591,076.00

The bids tabulated herein were opened and read aloud at 2:00 PM, local time on February 27, 2020 in the City of Sanford West End Conference Room at 225 E Weatherspoon Street, Sanford, NC 27330. The bid tabulation is correct in that it contains the prices as presented on the original bid proposal of each bidder.

1. The conformed alternate price was determined by the deduct between unit prices for Items 3, 4, 6 and 10 associated with Alternate 1 Items 16, 17, 18 and 19 respectively.
2. Arithmetic correction.



05/11/2020

Board and Commission Members
Applications Received as of June 9, 2020
 (Regular appointments serve three-year terms.)

ABC BOARD

(1 appointment)

Oscar “Buddy” Keller III – (reapplied)
 Tommy Brickle – 2nd Choice

ADA COMMITTEE

(1 appointment)

Elizabeth Bray

APPEARANCE COMMISSION

(3 appointments)

Kamilah Davis – (reapplied)
 David Schau – (reapplied)

**BOARD OF ADJUSTMENT/
 HOUSING BOARD OF APPEALS**

(1 appointment- Alternate position)

HISTORIC PRESERVATION COMMISSION

(2 appointments)

Kamilah Davis – (2nd choice)
 Brian John Mitchell – (reapplied)
 Charles Petty

COMMISSION ON THE OPIOID ABUSE EPIDEMIC

(2 appointments) –

One At-Large appointment and

One Treatment Facility Representative

Nathaniel Cochrane – (At-Large)
 Dr. Danny Maurer – (reapplied as
 Treatment Facility Representative)
 Renee Bullard Liles – (Treatment Facility
 Representative)

PLANNING BOARD

(2 regular appointments)

Richard Oldham – (reapplied)
 Ken Britton – (reapplied)
 Tommy Brickle

SANFORD HOUSING AUTHORITY

(2 appointments) –

One Regular appointment and
 one Resident Commissioner

SANFORD TOURISM DEVELOPMENT AUTHORITY

(3 appointments) – One Lodging appointment and Two Business/Tourism appointments

Council must appoint a Chairman annually from TDA members; Kevin Brown is currently Chairman

(1) Lodging – Angela Minnick (reapplied)

(2) Business/Tourism – David Foster – (reapplied)
 Charles Petty – 2nd choice
 John Lipscomb

CITY OF SANFORD
APPLICATION FOR
BOARDS/COMMISSIONS/COMMITTEES

NAME OF APPLICANT: Oscar A. Keller III
COMPLETE ADDRESS (including zip code): 2406 Lakeland Dr. Sanford, NC 27330

DAYTIME PHONE: (919) 770-1570 EVENING PHONE: (919) 770-1570

MARITAL STATUS: Married SPOUSE'S NAME: Linda M Keller

E-MAIL: oabuddy@gmail.com

I AM A REGISTERED VOTER IN WARD #2, WHICH IS LOCATED WITHIN THE SANFORD CITY LIMITS.

I WISH TO BE CONSIDERED FOR APPOINTMENT TO THE FOLLOWING BOARD/COMMISSION/COMMITTEE:
(list only one)

ABC Board - Sanford, NC

LIST ANY EXPERIENCE/QUALIFICATIONS YOU HAVE RELEVANT TO THE ABOVE BOARD/COMMISSION/COMMITTEE:

I currently serve on the Sanford ABC Board. Former Chairman on Sanford Airport Authority.

LIST ALL BOARDS AND COMMISSIONS ON WHICH YOU ARE CURRENTLY SERVING:

Non resident member of the Pawleys Island, SC planning & re-zoning board.

LIST BELOW YOUR SECOND CHOICE BOARD/COMMISSION/COMMITTEE, IF APPLICABLE: (list only one)

N/A

LIST ANY EXPERIENCE/QUALIFICATIONS YOU HAVE RELEVANT TO THE SECOND PREFERENCE:

I CERTIFY THAT ALL OF THE INFORMATION CONTAINED IN THIS APPLICATION IS TRUE TO THE BEST OF MY KNOWLEDGE. THIS THE 6th DAY OF April, 2020.

O A Buddy Keller III
(Signature of Applicant)

(Please return completed application via one of the following: Mail to City Clerk, P. O. Box 3729, Sanford, NC 27331-3729; fax to 919-775-8205; or email to bonnie.davis@sanfordnc.net). If you have any questions, please call City Clerk Bonnie Davis at 919-777-1111.

R

vicki.cannady@sanfordnc.net

From: noreply@civicplus.com
Sent: Monday, April 13, 2020 8:18 PM
To: vicki.cannady@sanfordnc.net
Subject: Online Form Submittal: Boards & Commissions Application

Boards & Commissions Application

If you have any questions, please call City Clerk Bonnie Davis at 919-777-1111.

First Name of Applicant	Elizabeth
Last Name of Applicant	Bray
Address	2716 Heather Drive
City	Sanford
State	NC
Zip Code	27330
Daytime Phone	+19198950973
Evening Phone	+19198950973
Marital Status	Separated
Spouse's Name	<i>Field not completed.</i>
Email	eawhitehead70@gmail.com
Registered Voter in Ward	Ward 2
I Wish to Be Considered for Appointment to the Following Board / Commission / Committee	ADA
List Any Experience / Qualifications You Have Relevant to the Above Board / Commission / Committee	Eleven years experience as an Employment Specialist under contract with the Department of Vocational Rehabilitation, disability rights advocacy, Certified Employment Support Professional through the NC Association of People Supporting EmploymentFirst
List Below Your Second Choice Board / Commission / Committee, if Applicable	<i>Field not completed.</i>

List Any
Experience/Qualifications
You Have Relevant to the
Second Preference

Field not completed.

I Certify That All of the
Information Contained in
This Application is True to
the Best of My Knowledge.

Elizabeth Bray

Date

4/13/2020

Email not displaying correctly? [View it in your browser.](#)

CITY OF SANFORD
APPLICATION FOR
BOARDS/COMMISSIONS/COMMITTEES

NAME OF APPLICANT: Kamulah Davis

COMPLETE ADDRESS (including zip code): 320 Hickory Ave Sanford NC 27330

DAYTIME PHONE: 919 897 4032 EVENING PHONE: _____

MARITAL STATUS: Divorced SPOUSE'S NAME: _____

E-MAIL: kddavis30@gmail.com

I AM A REGISTERED VOTER IN WARD 15, WHICH IS LOCATED WITHIN THE SANFORD CITY LIMITS.

I WISH TO BE CONSIDERED FOR APPOINTMENT TO THE FOLLOWING BOARD/COMMISSION/COMMITTEE:
(list only one)

Appearance Commission

LIST ANY EXPERIENCE/QUALIFICATIONS YOU HAVE RELEVANT TO THE ABOVE BOARD/COMMISSION/COMMITTEE:

Served on the appearance commission since November 2019.

LIST ALL BOARDS AND COMMISSIONS ON WHICH YOU ARE CURRENTLY SERVING: _____

Appearance Commission

LIST BELOW YOUR SECOND CHOICE BOARD/COMMISSION/COMMITTEE, IF APPLICABLE: (list only one)

Historic Preservation Commission

LIST ANY EXPERIENCE/QUALIFICATIONS YOU HAVE RELEVANT TO THE SECOND PREFERENCE:

I CERTIFY THAT ALL OF THE INFORMATION CONTAINED IN THIS APPLICATION IS TRUE TO THE BEST OF MY KNOWLEDGE. THIS THE 11 DAY OF April, 2020.

Kamulah Davis
(Signature of Applicant)

(Please return completed application via one of the following: Mail to City Clerk, P. O. Box 3729, Sanford, NC 27331-3729; fax to 919-775-8205; or email to bonnie.davis@sanfordnc.net). If you have any questions, please call City Clerk Bonnie Davis at 919-777-1111.

R

CITY OF SANFORD
APPLICATION FOR
BOARDS/COMMISSIONS/COMMITTEES

NAME OF APPLICANT: DAVID SCHAU

COMPLETE ADDRESS (including zip code): 119 EAST WEATHERSPORN ST
SANFORD NC 27330

DAYTIME PHONE: 9195330112 EVENING PHONE: _____

MARITAL STATUS: MARRIED SPOUSE'S NAME: TAMMIE SCHAU

E-MAIL: DLSCHAU@YAHOO.COM

I AM A REGISTERED VOTER IN WARD 2, WHICH IS LOCATED WITHIN THE SANFORD CITY LIMITS.

I WISH TO BE CONSIDERED FOR APPOINTMENT TO THE FOLLOWING BOARD/COMMISSION/COMMITTEE:
(list only one)

APPEARANCE COMMISSION

LIST ANY EXPERIENCE/QUALIFICATIONS YOU HAVE RELEVANT TO THE ABOVE BOARD/COMMISSION/COMMITTEE:

I WISH TO CONTINUE SERVING ON THE APPEARANCE COMMISSION

LIST ALL BOARDS AND COMMISSIONS ON WHICH YOU ARE CURRENTLY SERVING:

APPEARANCE COMMISSION

LIST BELOW YOUR SECOND CHOICE BOARD/COMMISSION/COMMITTEE, IF APPLICABLE: (list only one)

LIST ANY EXPERIENCE/QUALIFICATIONS YOU HAVE RELEVANT TO THE SECOND PREFERENCE:

I CERTIFY THAT ALL OF THE INFORMATION CONTAINED IN THIS APPLICATION IS TRUE TO THE BEST OF MY KNOWLEDGE. THIS THE 11 DAY OF MAY, 2020.

David L. Schau
(Signature of Applicant)

(Please return completed application via one of the following: Mail to City Clerk, P. O. Box 3729, Sanford, NC 27331-3729; fax to 919-775-8205; or email to bonnie.davis@sanfordnc.net). If you have any questions, please call City Clerk Bonnie Davis at 919-777-1111.

R

CITY OF SANFORD
APPLICATION FOR
BOARDS/COMMISSIONS/COMMITTEES

NAME OF APPLICANT: Brian John Mitchell

COMPLETE ADDRESS (including zip code): 702 North Vance Street, Sanford, NC 27330

DAYTIME PHONE: 919-720-7385 EVENING PHONE: _____

MARITAL STATUS: Married SPOUSE'S NAME: Chelsea Fields

E-MAIL: brian@silbermedia.com

I AM A REGISTERED VOTER IN WARD 2, WHICH IS LOCATED WITHIN THE SANFORD CITY LIMITS.

I WISH TO BE CONSIDERED FOR APPOINTMENT TO THE FOLLOWING BOARD/COMMISSION/COMMITTEE:
(list only one) **Historic Preservation Commission**

LIST ANY EXPERIENCE/QUALIFICATIONS YOU HAVE RELEVANT TO THE ABOVE BOARD/COMMISSION/COMMITTEE: Member of the HPC for approximately 5 years.

LIST ALL BOARDS AND COMMISSIONS ON WHICH YOU ARE CURRENTLY SERVING: _____
Historic Preservation Commission

LIST BELOW YOUR SECOND CHOICE BOARD/COMMISSION/COMMITTEE, IF APPLICABLE: (list only one) N/A

LIST ANY EXPERIENCE/QUALIFICATIONS YOU HAVE RELEVANT TO THE SECOND PREFERENCE: N/A

I CERTIFY THAT ALL OF THE INFORMATION CONTAINED IN THIS APPLICATION IS TRUE TO THE BEST OF MY KNOWLEDGE. THIS THE 27 DAY OF May, 2020.



(Signature of Applicant)

(Please return completed application via one of the following: Mail to City Clerk, P. O. Box 3729, Sanford, NC 27331-3729; fax to 919-775-8205; or email to bonnie.davis@sanfordnc.net). If you have any questions, please call City Clerk Bonnie Davis at 919-777-1111.

R

CITY OF SANFORD
APPLICATION FOR
BOARDS/COMMISSIONS/COMMITTEES

NAME OF APPLICANT: Charles Petty

COMPLETE ADDRESS (including zip code): 1612 Phillips Dr. Sanford, NC 27330

DAYTIME PHONE: 919-862-4929 EVENING PHONE: 919-776-1390

MARITAL STATUS: Single SPOUSE'S NAME: _____

E-MAIL: pettycharles98@yahoo.com

I AM A REGISTERED VOTER IN WARD 1, WHICH IS LOCATED WITHIN THE SANFORD CITY LIMITS.

I WISH TO BE CONSIDERED FOR APPOINTMENT TO THE FOLLOWING BOARD/COMMISSION/COMMITTEE:
(list only one)

Historic Preservation Commission

LIST ANY EXPERIENCE/QUALIFICATIONS YOU HAVE RELEVANT TO THE ABOVE BOARD/COMMISSION/COMMITTEE:

bachelor of arts - Elon University - Major - Journalism - Minor - Classical Studies

LIST ALL BOARDS AND COMMISSIONS ON WHICH YOU ARE CURRENTLY SERVING: at this time - none

LIST BELOW YOUR SECOND CHOICE BOARD/COMMISSION/COMMITTEE, IF APPLICABLE: (list only one)

Tourism Development Authority

LIST ANY EXPERIENCE/QUALIFICATIONS YOU HAVE RELEVANT TO THE SECOND PREFERENCE:

Reporter for the Rant Magazine - news assistant and reporter at WPTF AM in Raleigh

I CERTIFY THAT ALL OF THE INFORMATION CONTAINED IN THIS APPLICATION IS TRUE TO THE BEST OF MY KNOWLEDGE. THIS THE 13th DAY OF April, 2020.

Charles J. Petty
(Signature of Applicant)

(Please return completed application via one of the following: Mail to City Clerk, P. O. Box 3729, Sanford, NC 27331-3729; fax to 919-775-8205; or email to bonnie.davis@sanfordnc.net). If you have any questions, please call City Clerk Bonnie Davis at 919-777-1111.

R

bonnie.davis@sanfordnc.net

From: Vicki Cannady <vicki.cannady@sanfordnc.net>
Sent: Monday, May 4, 2020 10:40 AM
To: Bonnie Davis
Subject: Fwd: Online Form Submittal: Boards & Commissions Application

From: <noreply@civicplus.com>
To: <vicki.cannady@sanfordnc.net>
Sent: 5/3/2020 7:33 PM
Subject: Online Form Submittal: Boards & Commissions Application

Boards & Commissions Application

If you have any questions, please call City Clerk Bonnie Davis at 919-777-1111.

First Name of Applicant	Nathaniel
Last Name of Applicant	Cochrane
Address	2406 Piedmont Dr.
City	Sanford
State	NC
Zip Code	27330
Daytime Phone	919-441-1759
Evening Phone	919-770-5891
Marital Status	Married
Spouse's Name	Alyson Cochrane
Email	nscochrane1009@gmail.com
Registered Voter in Ward	Ward 2
I Wish to Be Considered for Appointment to the Following Board / Commission / Committee	Opioid Abuse Epidemic Commission

List Any Experience / Qualifications You Have Relevant to the Above Board / Commission / Committee	I am a past president of the Sanford Elks Lodge, and overseen and pushed our Drug Awareness Program. I have participated in different drug awareness programs throughout the county and within Lee County Schools. I have presented to the Opioid Abuse Epidemic Commission on the
--	--

List Below Your Second Choice Board / Commission / Committee, if Applicable	Planning Board
---	----------------

List Any Experience/Qualifications You Have Relevant to the Second Preference	I have been a resident of Sanford and Lee County for a majority of my life and would love to be a part of the growth and development of Sanford and Lee County.
---	---

I Certify That All of the Information Contained in This Application is True to the Best of My Knowledge.	Nathaniel Cochrane
--	--------------------

Date	5/3/2020
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CITY OF SANFORD
APPLICATION FOR
BOARDS/COMMISSIONS/COMMITTEES

NAME OF APPLICANT: Daniel Maurer

COMPLETE ADDRESS (including zip code): 400 West Weatherspoon Street, Sanford NC, 27330

DAYTIME PHONE: 910-907-8140 EVENING PHONE: 314-306-0175

MARITAL STATUS: Married SPOUSE'S NAME: Jenny Lee

E-MAIL: Daniel.i.maurer22.civ@mail.mil

I AM A REGISTERED VOTER IN WARD 2, WHICH IS LOCATED WITHIN THE SANFORD CITY LIMITS.

I WISH TO BE CONSIDERED FOR APPOINTMENT TO THE FOLLOWING BOARD/COMMISSION/COMMITTEE:
(list only one)

Opioid Commission

LIST ANY EXPERIENCE/QUALIFICATIONS YOU HAVE RELEVANT TO THE ABOVE BOARD/COMMISSION/COMMITTEE:

I am a licensed psychologist with a Health Services Provider (HSP) designation. For 7 years, I worked within the Federal Bureau of Prisons. During the that time, I developed, implemented and managed both (1) outpatient drug abuse program and a (2) residential drug abuse program. Both these program utilized Cognitive Behavioral Therapy (CBT) and Modified Therapeutic Community (MTC) methodologies.

I currently work a Health Psychologist with the Womack Army Medical Center. I am the Behavioral Health Champion of the Pain Program. I serve as subject matter expert in working with pain patients and reducing their opioid use. I have behavioral health oversight over the suboxone treatment program. I serve as an expert consult for the Substance Abuse Programs in treating patients with chronic pain and opioid abuse.

LIST ALL BOARDS AND COMMISSIONS ON WHICH YOU ARE CURRENTLY SERVING

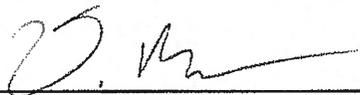
Opioid Commission

LIST BELOW YOUR SECOND CHOICE BOARD/COMMISSION/COMMITTEE, IF APPLICABLE: (list only one)

None

LIST ANY EXPERIENCE/QUALIFICATIONS YOU HAVE RELEVANT TO THE SECOND PREFERENCE:

I CERTIFY THAT ALL OF THE INFORMATION CONTAINED IN THIS APPLICATION IS TRUE TO THE BEST OF MY KNOWLEDGE. THIS THE June 8, 2020.



(Signature of Applicant)

R

vicki.cannady@sanfordnc.net

From: noreply@civicplus.com
Sent: Monday, June 8, 2020 3:31 PM
To: vicki.cannady@sanfordnc.net
Subject: Online Form Submittal: Boards & Commissions Application

Boards & Commissions Application

If you have any questions, please call City Clerk Bonnie Davis at 919-777-1111.

First Name of Applicant	Renee
Last Name of Applicant	Bullard Liles
Address	710 Highland St.
City	Sanford
State	NC
Zip Code	27330
Daytime Phone	919-721-3600
Evening Phone	919-721-3600
Marital Status	Single
Spouse's Name	NA
Email	renee_liles@unc.edu
Registered Voter in Ward	Ward 4
I Wish to Be Considered for Appointment to the Following Board / Commission / Committee	Opioid Commission
List Any Experience / Qualifications You Have Relevant to the Above Board / Commission / Committee	Current Practice Coach/Research Associate with Project ECHO for MAT at University of North Carolina, Chapel Hill Former Substance Abuse Counselor with Acadia Healthcare and Johnston Recovery Services Former Human Services Clinician with Daymark Recovery Services Former Adjunct Faculty CCCC- Human Services Technology

List Below Your Second
Choice Board / Commission
/ Committee, if Applicable

Field not completed.

List Any
Experience/Qualifications
You Have Relevant to the
Second Preference

Treatment Facility Representative

I Certify That All of the
Information Contained in
This Application is True to
the Best of My Knowledge.

Renee B. Liles

Date

6/8/2020

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vicki.cannady@sanfordnc.net

From: noreply@civicplus.com
Sent: Tuesday, June 2, 2020 12:50 PM
To: vicki.cannady@sanfordnc.net
Subject: Online Form Submittal: Boards & Commissions Application

Boards & Commissions Application

If you have any questions, please call City Clerk Bonnie Davis at 919-777-1111.

First Name of Applicant	Richard
Last Name of Applicant	Oldham
Address	602 Pineknoll Drive
City	Sanford
State	NC
Zip Code	27330
Daytime Phone	919-775-7882
Evening Phone	919-356-5483
Marital Status	Married
Spouse's Name	Jennifer W. Oldham
Email	rldham@sanfordcontractors.com
Registered Voter in Ward	Field not completed. 2
I Wish to Be Considered for Appointment to the Following Board / Commission / Committee	Planning Board
List Any Experience / Qualifications You Have Relevant to the Above Board / Commission / Committee	I have served on the planning board for the last four years
List Below Your Second Choice Board / Commission / Committee, if Applicable	Field not completed.

List Any
Experience/Qualifications
You Have Relevant to the
Second Preference

Field not completed.

I Certify That All of the
Information Contained in
This Application is True to
the Best of My Knowledge.

Richard Oldham

Date

6/2/2020

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**CITY OF SANFORD
APPLICATION FOR
BOARDS/COMMISSIONS/COMMITTEES**

NAME OF APPLICANT: KEN BRITTON

COMPLETE ADDRESS (including zip code): 2250 CAPE JASMINE DR. SANFORD, NC 27330

DAYTIME PHONE: (919) 721-4488

EVENING PHONE: _____

MARITAL STATUS: MARRIED

SPOUSE'S NAME: ERIN

E-MAIL: KENBRITTON8@GMAIL.COM

I AM A REGISTERED VOTER IN WARD 2, WHICH IS LOCATED WITHIN THE SANFORD CITY LIMITS.

I WISH TO BE CONSIDERED FOR APPOINTMENT TO THE FOLLOWING BOARD/COMMISSION/COMMITTEE:
(list only one)

SANFORD CITY PLANNING BOARD

LIST ANY EXPERIENCE/QUALIFICATIONS YOU HAVE RELEVANT TO THE ABOVE BOARD/COMMISSION/COMMITTEE:

I have had the pleasure to serve on the Sanford City Planning Board for two terms, and most recently as the Vice Chairman of the Board. In addition to my board experience I have significant commercial and corporate real estate experience with my career.

LIST ALL BOARDS AND COMMISSIONS ON WHICH YOU ARE CURRENTLY SERVING: _____

SANFORD CITY PLANNING BOARD, CCCC FOUNDATION

LIST BELOW YOUR SECOND CHOICE BOARD/COMMISSION/COMMITTEE, IF APPLICABLE: (list only one)

LIST ANY EXPERIENCE/QUALIFICATIONS YOU HAVE RELEVANT TO THE SECOND PREFERENCE:

I CERTIFY THAT ALL OF THE INFORMATION CONTAINED IN THIS APPLICATION IS TRUE TO THE BEST OF MY KNOWLEDGE. THIS THE 28TH DAY OF MAY, 2020.

Kenneth J. Britton Sr.
(Signature of Applicant)

(Please return completed application via one of the following: Mail to City Clerk, P. O. Box 3729, Sanford, NC 27331-3729; fax to 919-775-8205; or email to bonnie.davis@sanfordnc.net). If you have any questions, please call City Clerk Bonnie Davis at 919-777-1111.

R

vicki.cannady@sanfordnc.net

From: noreply@civicplus.com
Sent: Thursday, April 16, 2020 5:49 PM
To: vicki.cannady@sanfordnc.net
Subject: Online Form Submittal: Boards & Commissions Application

Boards & Commissions Application

If you have any questions, please call City Clerk Bonnie Davis at 919-777-1111.

First Name of Applicant	Tommy
Last Name of Applicant	Brickle
Address	1505 Brentwood Place
City	Sanford
State	NC
Zip Code	27330
Daytime Phone	803 747 6745
Evening Phone	803 747 6745
Marital Status	Married
Spouse's Name	Julia Stretton
Email	tommy@thebrickles.net
Registered Voter in Ward	Ward 1
I Wish to Be Considered for Appointment to the Following Board / Commission / Committee	Planning Board

List Any Experience / Qualifications You Have Relevant to the Above Board / Commission / Committee

In all the towns that we have lived in, I have volunteered to help with any activity to improve the city and community. Most recently, I completed the Community emergency response team (CERT) training. I also started attending the Sanford Citizen's Academy to learn more about our town and government until it was suspended due to the virus. I am looking forward to completing this once life gets back to normal.

I also served as president of my condo association for two years in Winston-Salem NC. I enjoy being an active member of my community and being a part of the solution.

List Below Your Second
Choice Board / Commission
/ Committee, if Applicable

ABC Board

List Any
Experience/Qualifications
You Have Relevant to the
Second Preference

Field not completed.

I Certify That All of the
Information Contained in
This Application is True to
the Best of My Knowledge.

Tommy D Brickle

Date

4/16/2020

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CITY OF SANFORD
APPLICATION FOR
BOARDS/COMMISSIONS/COMMITTEES

NAME OF APPLICANT: Angela Minnick

COMPLETE ADDRESS (including zip code): 706 Harkey Rd. apt. B
Sanford, NC 27330

DAYTIME PHONE: 910-308-9110 EVENING PHONE: 910-308-9110

MARITAL STATUS: Single SPOUSE'S NAME: n/a

E-MAIL: angie.minnick@eastcoasthospitality.net

I AM A REGISTERED VOTER IN WARD (5), WHICH IS LOCATED WITHIN THE SANFORD CITY LIMITS.

I WISH TO BE CONSIDERED FOR APPOINTMENT TO THE FOLLOWING BOARD/COMMISSION/COMMITTEE:
(list only one) Travel Development authority

LIST ANY EXPERIENCE/QUALIFICATIONS YOU HAVE RELEVANT TO THE ABOVE BOARD/COMMISSION/COMMITTEE:

A current member. Hotel General Manager.

LIST ALL BOARDS AND COMMISSIONS ON WHICH YOU ARE CURRENTLY SERVING: TOA

LIST BELOW YOUR SECOND CHOICE BOARD/COMMISSION/COMMITTEE, IF APPLICABLE: (list only one)
n/a

LIST ANY EXPERIENCE/QUALIFICATIONS YOU HAVE RELEVANT TO THE SECOND PREFERENCE:
n/a

I CERTIFY THAT ALL OF THE INFORMATION CONTAINED IN THIS APPLICATION IS TRUE TO THE BEST OF MY KNOWLEDGE. THIS THE 8 DAY OF April, 2020.

Angela Minnick
(Signature of Applicant)

(Please return completed application via one of the following: Mail to City Clerk, P. O. Box 3729, Sanford, NC 27331-3729; fax to 919-775-8205; or email to bonnie.davis@sanfordnc.net). If you have any questions, please call City Clerk Bonnie Davis at 919-777-1111.

R

vicki.cannady@sanfordnc.net

From: noreply@civicplus.com
Sent: Tuesday, April 7, 2020 1:07 PM
To: vicki.cannady@sanfordnc.net
Subject: Online Form Submittal: Boards & Commissions Application

Boards & Commissions Application

If you have any questions, please call City Clerk Bonnie Davis at 919-777-1111.

First Name of Applicant	David
Last Name of Applicant	Foster
Address	2609 Taton Ct.
City	Sanford
State	North Carolina
Zip Code	27330
Daytime Phone	910-690-7527
Evening Phone	910-690-7527
Marital Status	Married
Spouse's Name	Wendy Foster
Email	dafoster1974@gmail.com
Registered Voter in Ward	Ward 1
I Wish to Be Considered for Appointment to the Following Board / Commission / Committee	Tourism Development Authority
List Any Experience / Qualifications You Have Relevant to the Above Board / Commission / Committee	22 years in the hospitality and event and venue management. Currently Director of the Wicker Civic & Conference Center. Currently serving in my first term on the Sanford TDA.
List Below Your Second Choice Board / Commission / Committee, if Applicable	Field not completed.

List Any Experience/Qualifications You Have Relevant to the Second Preference *Field not completed.*

I Certify That All of the Information Contained in This Application is True to the Best of My Knowledge. David A. Foster

Date 4/7/2020

Email not displaying correctly? [View it in your browser.](#)

vicki.cannady@sanfordnc.net

From: noreply@civicplus.com
Sent: Monday, April 27, 2020 7:34 PM
To: vicki.cannady@sanfordnc.net
Subject: Online Form Submittal: Boards & Commissions Application

Boards & Commissions Application

If you have any questions, please call City Clerk Bonnie Davis at 919-777-1111.

First Name of Applicant	John
Last Name of Applicant	Lipscomb
Address	2110 Woodland Ave
City	Sanford
State	N.C.
Zip Code	27330
Daytime Phone	919 776-3615
Evening Phone	same
Marital Status	Married
Spouse's Name	Rosalita
Email	johnlipscomb1@yahoo.com
Registered Voter in Ward	Ward 2 5
I Wish to Be Considered for Appointment to the Following Board / Commission / Committee	Tourism Auth
List Any Experience / Qualifications You Have Relevant to the Above Board / Commission / Committee	Widely Traveled.. All 50 states , 41 countries.. Retired history Teacher..Served on Historical Preservation Comm.2 year.
List Below Your Second Choice Board / Commission / Committee, if Applicable	none

R

List Any
Experience/Qualifications
You Have Relevant to the
Second Preference

Field not completed.

I Certify That All of the
Information Contained in
This Application is True to
the Best of My Knowledge.

John Lipscomb

Date

4/28/2020

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