



**MINUTES OF THE CITY OF BURLINGTON
CITY COUNCIL MEETING
APRIL 3, 2018**

The City Council of the City of Burlington held a regularly scheduled meeting in the Council Chamber, Municipal Building, 425 South Lexington Avenue, Burlington, NC, 27215, on April 3, 2018, at 7:00 p.m.

Mayor Ian Baltutis presided

Councilmembers Present: Mayor Ian Baltutis, Mayor Pro Tem Kathy Hykes
Councilmembers Robert Ward, James Butler and Harold Owen

Councilmembers Absent: None

City Manager: Hardin Watkins, Present

City Attorney: David Huffman, Present

City Clerk: Renee M. Ward, Present

CALL TO ORDER: Mayor Ian Baltutis

INVOCATION: Mayor Ian Baltutis

PROCLAMATION: National Service Recognition Day – April 3, 2018

Council presented a proclamation to Tim Jeffers, Director of RSVP (Retired and Senior Volunteer Program) in recognition of National Service Recognition Day.

CODE OF ETHICS–DISCLOSING CONFLICTS OF INTEREST: City Clerk, Renee Ward

There were no conflicts of interest reported.

APPROVAL OF MINUTES:

- March 5, 2018 – Work Session
- March 20, 2018 – City Council Meeting

Upon motion by Councilmember Ward, seconded by Councilmember Owen, it was resolved unanimously to approve the above listed minutes.

ADOPTION OF AGENDA

Upon motion by Councilmember Butler, seconded by Mayor Pro Tem Hykes, it was resolved unanimously to adopt the agenda.

CONSENT AGENDA:

A. To adopt an Ordinance approving the following Traffic Commission recommendations:

- Request to install a speed table on Trollinger Street between W. Davis Street and W. Front Street.
- Request to establish a No Parking Zone on the west side of Colony Avenue from Grand Oaks Boulevard to the dead end.
- Request for the conversion of a loading zone to (2) 2-hour parking spaces on the south side of S. Worth Street from a point 58' northeast from the intersection of S. Worth Street and E. Davis Street to a point 106' northeast from the same.
- Request for a restricted left turn on Broadview Drive turning onto Sellars Mill Road.
- Request to install a mid-block crosswalk on Front Street approximately 100' west of the intersection of Front Street and Saddleclub Road.
- Request to convert (9) employee only spaces and (6) 2-Hour parking spaces in Municipal Lot #5 to all day spaces.

Ordinance #18-08

AMENDMENT TO THE CITY OF BURLINGTON TRAFFIC ORDINANCE

BE IT ORDAINED by the City Council of the City of Burlington:

- Request to install a speed table on Trollinger Street between W. Davis Street and W. Front Street.
- Request to establish a No Parking Zone on the west side of Colony Avenue from Grand Oaks Boulevard to the dead end.
- Request for the conversion of a loading zone to (2) 2-hour parking spaces on the south side of S. Worth Street from a point 58' northeast from the intersection of S. Worth Street and E. Davis Street to a point 106' northeast from the same.
- Request for a restricted left turn on Broadview Drive turning onto Sellars Mill Road.
- Request to install a mid-block crosswalk on Front Street approximately 100' west of the intersection of Front Street and Saddleclub Road.
- Request to convert (9) employee only spaces and (6) 2-Hour parking spaces in Municipal Lot #5 to all day spaces.

A) That all ordinances or parts of ordinances inconsistent or in conflict with this ordinance are hereby repealed.

B) That this ordinance shall take effect upon passage.

- B.** To award the FY 2017-2018 Annual Audit Contract in the amount of \$56,000.00, to Stout, Stuart, McGowan & King, L.L.P., and to authorize the Mayor and Finance Director to execute the contracts.

- C.** To approve an Abandonment of Easement and grant a new Deed of Easement from the City of Burlington to the Town of Green Level to reflect the actual location of the Green Level sanitary sewer force main across Burlington's property.

Upon motion by Mayor Pro Tem Hykes, seconded by Councilmember Owen, it was resolved unanimously to approve the foregoing consent agenda.

PUBLIC HEARING:

ITEM 1: CITIZEN COMMENTS – 2018-2019 COMMUNITY DEVELOPMENT PROGRAM ONE-YEAR ACTION PLAN

Mayor Baltutis announced that a public hearing had been set for citizens to comment on the 2018-2019 Community Development Program One-Year Action Plan.

Community Development Administrator Sonye Randolph stated that at the March 20, 2018, Council meeting, City Council set April 3, 2018 as the public hearing date for citizens to comment on the proposed Community Development Program 2018-19 One-Year Action Plan for the HOME funds, as required by the City's Citizen Participation Plan.

Ms. Randolph stated that April 3, 2018, was the beginning of the required 30-day comment period to complete the One-Year Action Plan. The One-Year Action Plan describes the proposed activities for the City's Community Development Block Grant (CDBG) allocation for program year 2018. She stated that the comment period would end on May 3, 2018.

The City and Alamance County are members of a Consortium of Local Governments receiving federal HOME Program funds. As Lead Entity for the HOME Consortium, the City of Greensboro prepares the HOME Investment Partnerships (HOME) Program Consolidated Plan for the members. The City of Burlington administers Alamance County's HOME Program and is responsible for accepting citizen comments on the City's and County's proposed uses of HOME Program funds during 2018-19.

Listed below are the proposed 2018-19 Community Development Program budget summary of the proposed projects/activities for the CDBG and HOME Programs and a map depicting the locations of the proposed grant projects:

**COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PROGRAM
SUMMARY OF PROPOSED PROJECTS**

Project Name: Housing Rehabilitation Program

Proposed Expenditure: \$100,000 (Program Income)

Project Type: Rehab

Project Description: Receipts from the revolving loan fund will be used for loans for low and moderate-income households to rehabilitate their homes to provide safe, decent dwellings that meet the City's Minimum Housing Code. The City will undertake any required lead-based paint hazard reduction procedure and when necessary, temporarily relocate program participants.

Project Name: Construction Training Program

Proposed Expenditure: \$65,000 (CTP Affordable Housing)

Project Type: Public Services

Project Description: The City will invest \$65,000 of CTP Affordable Housing funds in the North Carolina Construction Training Partnership Program to provide job training in the construction industry and housing assistance for low-income area residents. The program is the continuation of a cooperative venture between the City, the North Carolina Housing Finance Agency (NCHFA) and the North Carolina Home Builders Association (NCHBA). NCHBA will recruit the trainees and conduct the job training and development activities. Class instruction includes hands-on rehabilitation training, RRP certification, green building skills, and building maintenance instruction. The training consists of a spring and fall class with approximately 16-20 participants. The class participates in hands-on rehabilitation activities through the City's housing rehabilitation program. The projects the class works on are reviewed for environmental standards through the scattered site housing rehabilitation process. NCHFA will provide funds of \$65,000 for hard construction costs for eligible affordable housing rehabilitation projects identified and undertaken by the City.

Project Name: Burlington Development Corporation

Proposed Expenditure: \$12,750

Project Type: Public Services

Project Description: Burlington Development Corporation (BDC), a non-profit component of the Burlington Housing Authority operates two supportive housing programs for chronically homeless and homeless families. The HOPE program is a permanent housing program for chronically homeless individuals living with mental health issues, substance abuse issues and disabilities. STEPS is a rapid rehousing program for homeless families meeting the HUD definition of homelessness. Families receive assistance for a maximum of 24 months. As part of the Continuum of Care funds from HUD, these programs require a 20% match to continue to operate in the community. The City plans to provide part of the cash match for the BDC to continue to operate these programs for the upcoming fiscal year.

Project Name: North Park Library

Proposed Expenditure: \$10,000

Project Type: Public Services

Project Description: Each year, the City sets aside funds to purchase books, materials and supplies for the branch library in the Mayco Bigelow Community Center at North Park. Continuation of this financial assistance permits the library to operate and maintain its level of service to the community.

Project Name: Empowerment Center (Allied Churches)

Proposed Expenditure \$12,750

Project Type: Public Services

Project Description: Grant funds will be used to fund a new program centered on ACAC's Empowerment Center. The program will incorporate previous programs (Coordinated Assessment Entry), with new programming.

Programming will consist of: shelter services; employment services; substance abuse services; mental health services; food assistance; tenant education; financial literacy; men and women's empowerment groups; peer to peer

group counseling, and HUD-certified housing counseling. All services will be open and free to both shelter residents and community individuals.

Project Name: Youth Center CityGate Dream Center

Proposed Expenditure: \$12,750 for Services & \$65,000 for Upgrades

Project Type: Public Services & Public Facilities/Infrastructure Improvements

Project Description: Funds will be used for staff salaries for the Youth Center, in order to provide free services in the following categories: community; kids and students; advocacy for Latinos; families; arts and education; nutrition and wellness; and health and fitness. The Youth Center currently has an indoor track, and room for fitness classes. Specifically, funds will be used for a Zumba instructor; fitness instructor and dance instructor. Weekly classes are offered to the community at no cost. Funds will also be used to renovate a portion of the facility on North Church Street to add an indoor soccer field and sport court.

Proposed Name: Family Abuse Services Upgrades

Proposed Expenditure: \$25,000

Project Type: Public Facilities/Infrastructure Improvements

Project Description: Funds will be used to finish the shelter renovations at FAS's downtown Burlington emergency shelter. FAS will renovate a bedroom used by overnight staff, a bathroom, client meeting area, and the living room. The living room will be converted to a client resource center.

Project Name: Ralph Scott Lifeservices Upgrades (3 facilities)

Proposed Expenditure: \$27,863

Project Type: Public Facilities/Infrastructure Improvements

Project Description: Funds will be used for roof and flooring renovations at three of Ralph Scott Lifeservices' locations. RSL holds its day program for adults with developmental disabilities at two of the locations (Broad St. & Lakeside). The third location is RSL's group home.

Project Name: Residential Treatment Services Upgrades & Services

Proposed Expenditure: \$19,800 for Upgrades & \$12,750 for Services (\$32,550 Total)

Project Type: Public Facilities/Infrastructure Improvements & Public Services

Project Description: RTS's Detoxification/Facility Based Crisis Unit has deteriorated. Funding will be used to update the unit, as well as address flooring issues in the kitchen from water damage. The water damaged floor will be replaced with new floor coverings, as required by the Health Department. Flooring will also be replaced in the Detox/Crisis Nurse's station, day room, and other unit rooms. Funds will also be used to improve unit lighting and for the addition of a steel security door with an electric lock. Public service funds will be used to provide case management services at RTS's Mebane Street Women's Recovery Home. The facility is for homeless women who are in recovery from an addiction and additional dual diagnosis mental health disorders.

Project Name: Exchange Club Family Center

Proposed Expenditure: \$7,000

Project Type: Public Service

Project Description: The Exchange Club Family Center is a non-profit child abuse prevention and treatment organization. Funds will be used to implement the Children's Parents program. The program will provide parenting classes to families at-risk for and/or involved in child abuse and neglect. Parenting class series are twelve sessions and are one and ½ hours in duration. Classes will be targeted to low to moderate income families, in high crime areas. Topics will include: Parenting Skills, Child Development, Communication, Complex Childhood Trauma, Child Abuse and Neglect, Family and Community Violence, Problem Solving, Poverty & Neglect; Financial Literacy, Anger Management, Creative Discipline, Family Values, Substance Abuse, Attachment/Family Connections, and Self-esteem.

Project Name: Haw River Greenway – Stone Quarry Segment
Proposed Expenditure: \$43,415

Project Type: Public Facilities/Infrastructure Improvements

Project Description: A 10' shared use path around the frontage of the Burlington Animal Shelter. The path will be placed behind the roadside ditch along Stone Quarry and Ruby Rd.

Project Name: Sharpe Road Pedestrian Crossing

Proposed Expenditure: \$107,000

Project Type: Public Facilities/Infrastructure Improvements

Project Description: This project will narrow the street (Sharpe Rd) and provide improved pedestrian crossing to access North Park Library and North Park Recreation Areas. Currently, Sharpe Road is approximately 53 feet wide, and not conducive to pedestrian use. The street width reduction and the crosswalk will improve safety and provide a direct connection to the North Park complex for people in the area.

Project Name: North Park Phase 1C

Proposed Expenditure: \$136,000

Project Type: Public Facilities/Infrastructure Improvements

Project Description: Replace North Park recreation field lighting

Project Name: Business Façade Program

Proposed Expenditure: \$100,000 (Program Income)

Project Type: Economic Development

Project Description: This program will provide matching funds for exterior improvements to neighborhood businesses located in the Maple Avenue Corridor. The program would fund 75% of improvements, up to \$10,000. The grant would be a cost reimbursement. Eligible treatments include: pressure/cleaning/painting, awnings, doors, signs, and security shutters. Funds could also be used for the correction of code violations. Business owners will be required to present before/after pictures, contract, and final receipt before being reimbursed. To be eligible, the business must be an operating for-profit business, located in a census tract or census block group with 51% or more of LMI residents, and the area must be primarily residential in character.

Project Name: Clay Street/Clay Court Paving

Proposed Expenditure: \$90,000

Project Type: Public Facilities/Infrastructure Improvements

Project Description: This project will widen the existing soil streets that are currently dirt and gravel to provide 20' minimum clear travel width and construct a standard turn-around area at the end of Clay Court. It will also pave the soil streets with asphalt. 2018-19 CD Program Summary 5

Project Name: City Park Restrooms- Overbrook Amphitheater

Proposed Expenditure: \$95,000

Project Type: Public Facilities/Infrastructure Improvements

Project Description: This request comes at the need of the replacement of an outdoor restroom building that is over 50 years old and does not comply with any ADA requirements. The current restrooms are the only available restrooms near the back of the park.

Project Name: Relocation

Proposed Expenditure: \$2,000

Project Description: Depending on the extent of rehabilitation, homeowners may be required to relocate during the rehabilitation of their home. The City will provide temporary relocation assistance to persons who are qualified participants under the homeowner rehabilitation program. In all cases the City will try to reduce relocation expenses for homeowners by making arrangements for persons to stay with family members and friends during the rehabilitation of their home. The City will use CDBG funds to cover eligible relocation expense during the rehabilitation process.

Other Proposed CDBG Expenditures: Administration \$90,000

**City of Burlington - CDBG
2018-2019 Proposed Projects**



City of Burlington, GIS Division
March 28, 2018



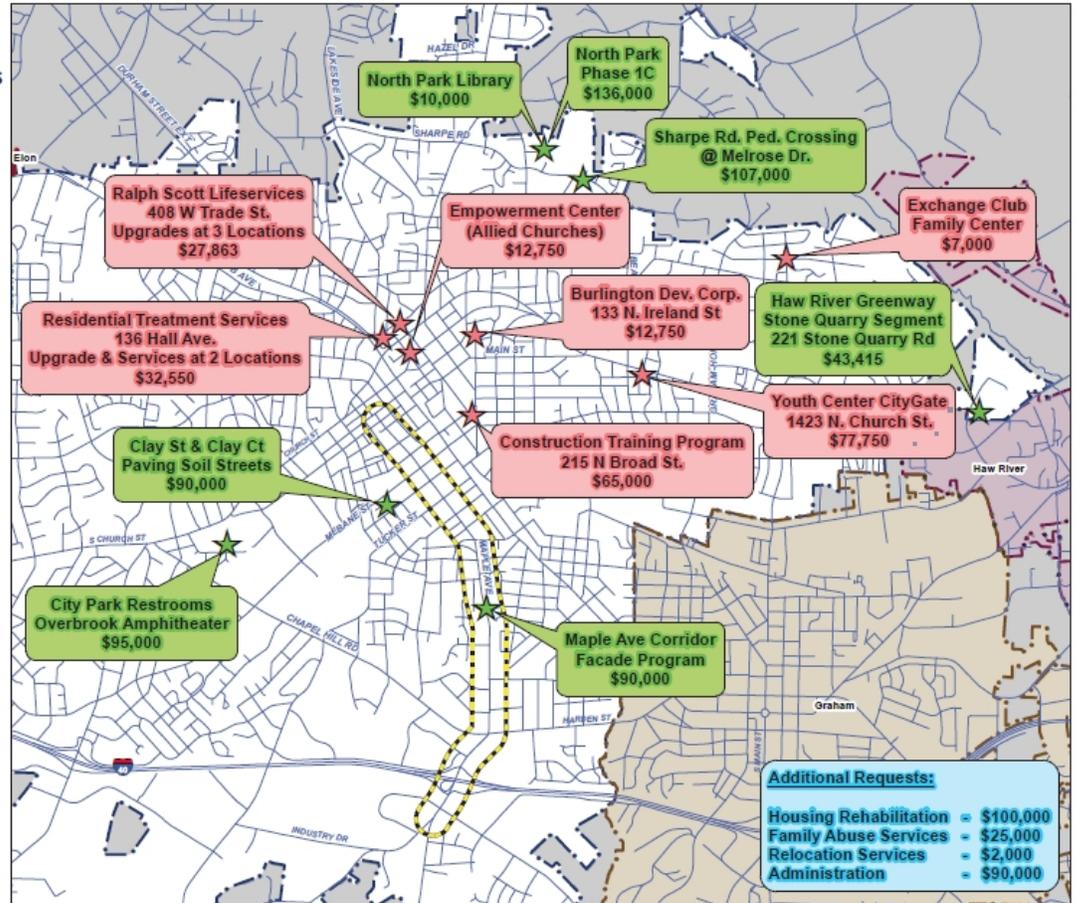
1 inch = 2,500 feet

Legend

- ★ Internal Requests
- ★ External Requests
- Area Served by Maple Ave Exterior Improvements



This map was compiled from the GIS resources of the Burlington Regional GIS Partnership for public planning and agency support purposes. These resources include public information sources of different scales, time, origin, definition and accuracy, which aspects produce inconsistencies among features represented together on this map. Neither the City of Burlington nor the Partnership shall be held liable for any errors in this map or supporting data. Primary public information sources from which this map was compiled, in conjunction with field surveys where required, must be consulted for the verification of the information contained within this map.



The public hearing was opened and the following organizations spoke:

Kep Paylor, Construction Training Program, asked that Council continue funding for the NC Housing Financing Agency, which is a program that helps people with affordable housing and training in construction.

Jay Baker, Allied Churches of Alamance County, requested funds to be used for a new program centered on the ACAC's Empowerment Center. The program is a model to link individuals with community resources and move them from homelessness to a permanent stable place or prevent them from becoming homeless.

LaTonya Penny, Family Abuse Services of Alamance County, requested funds for the Sister's House. In 2015, renovations began and CDBG funds helped remodel the bathrooms. This year funds are requested for a resource room where residents could have resources to apply for jobs and services and to remodel the living quarters for staff.

Annette Orbert, Executive Director, ACCSA, Appletree Village Subdivision 3, requested funds to continue development.

Ron Osborne, Executive Director, Residential Treatment Center, requested funds to renovate the Hall Avenue building and to provide case management services for homeless women in recovery.

Sarah Black, Executive Director, Exchange Club Family Center, requested funds to prevent early childhood trauma.

Ms. MJ Wilkerson, Director, Alamance County Public Libraries, thanked Council for the support of North Park Library through CDBG funds and asked to continue receiving those funds.

Dorothy Yarborough, Burlington Housing Authority, requested funds to support case workers for the HOPE and STEP program to serve chronically homeless individuals and families.

Lisa Edwards, City Gate Dream Center, requested funds to support instructors, coaches and renovations at a new facility designed to give kids a place to go to dance, meet people, Zumba, fitness programs, running/walking track and a large warehouse to convert into an indoor soccer field, sport court and cafe to serve the youth in the east Burlington area.

Ms. Jennifer Helton, President and CEO, Ralph Scott Life Services, requested funds to be used for roof and flooring renovations at three of Ralph Scott Lifeservices' locations. RSL holds its day program for adults with developmental disabilities at two of the locations (Broad St. & Lakeside). The third location is RSL's group home.

Upon motion by Councilmember Ward, seconded by Councilmember Butler, it was resolved unanimously to close the public hearing.

PUBLIC COMMENT PERIOD

There were no public comments.

CITY COUNCIL COMMENT

Mayor Baltutis:

- Community Improvement Meeting – Wednesday, Kernodle Senior Center – 5:30p.m. and Thursday, April 12th Elmira Community Center – 6:00p.m.
- Free bulk waste collection now until April 27th.
- NC DMV pushing a new Real ID program – if you do not have a little star on your license and you plan to travel by air, you need to get this done very soon. You cannot do this via online services – for more information go to RealNC.gov.
- North Park Farmer's Market kicked off – each Tuesday at North Park – 3-6:00p.m.

- Maker Fair – April 28th – 10:00am – Holly Hill Mall.
- Construction has begun on the Animal Shelter. \$10.00 adoptions for dogs and cats to make space during construction – foster families are also needed
- County Commissioners have asked for feedback on the ACC and ABSS educational bonds on April 16th, 7:00 p.m. at Southern High School.
- Active City Streets – May 5 – 10:00am – Downtown Burlington
- Behealthynowalalance.com – for a list of healthy activities and sites in the community
- He and his wife will be representing Sister Cities in Soledad, Mexico the week of April 9th and traveling at their own expense.

Councilmember Butler stated that there were no long-term plans or strategies for the City's water and sewer infrastructure which was the City's largest asset. He stated that with Council approval, he would like to see a comprehensive plan as a line item in the budget.

ADJOURN: (7:31PM)

Upon motion by Mayor Pro Tem Hykes, seconded by Councilmember Butler, it was resolved unanimously to adjourn.

Renee M. Ward

Renee M. Ward
City Clerk

