



Municipal Building Council Chamber

**Minutes of the Burlington
City Council Work Session**
425 S. Lexington Avenue, Burlington, NC
5:00pm - Monday, February 3, 2020

www.BurlingtonNC.gov/councilpackets

Council Members Present:

Mayor Ian Baltutis
Mayor Pro Tem Kathy Hykes
Council Member Robert Ward
Council Member Harold Owen

Council Members Absent: Council Member James Butler

Staff Present:

City Manager, Hardin Watkins
City Attorney, David Huffman
Interim City Clerk, Beverly Smith

Scott Bibler, Peter Bishop, Amy Cameron, Chris Gaddis, Brittany Hargraves, Rachel Kelly, Nolan Kirkman, Todd Lambert, Tony Laws, Chris Marland, Mike Nunn, Bob Patterson, Peggy Reece, Sonýe Randolph, Jane Smith, Jay Smith and Jeff Smythe.

Media Present: Tomas Murawski, Alamance News, Elizabeth Pattman, The Times News

A) Stormwater Control Measure at Overbrook Terrace/City Park

Water Resources Director Bob Patterson provided a brief summary and recapped the history of recent flooding events on properties located at Overbrook Terrace and in the nearby City Park area. He reported Water Resources has been working with the L.E.A.D.S. Group who designed a stormwater control measure that will alleviate flooding at 201 and 203 Overbrook Terrace. He explained the proposed design plan which includes the removal of the structures, residential houses and outbuildings, from 201 and 203 Overbrook Terrace to provide adequate space for a bio-retention basin to be installed as a stormwater control measure. He explained this design would provide water quality treatment to the stormwater flowing into Little Alamance Creek and it would be a more reasonable option than to seek additional land to install these measures.

Mr. Patterson reported the benefits and limitations of this option are as follows:

Benefits:

- Stormwater control measures provides some added water quality treatment within Little Alamance Creek watershed
- Removal of the structures will provide space to either construct a stormwater control measure or to allow for an open-space area for water to disperse during rain events which exceed the existing infrastructure capacity, which provides some water quality benefits.

Limitations:

- Cost of property purchase plus the cost of constructing the basin
- High cost with low water quality and quantity benefit

Following a brief discussion, the consensus of the City Council was to proceed with Water Resources recommendation in a proposal to address flooding in the Overbrook Terrace and City Park area.

B) Fairchild Community Center – Child Care Services Proposal

Assistant City Manager Rachel Kelly and Recreation and Parks Director Tony Laws reported on the potential issuing of a Request for Proposals (RFP) for the provision of childcare services at Fairchild Community Center. She introduced Brittany Hargraves, Youth Programming Director and Jane Smith, Recreation Supervisor over Community Centers in attendance. She announced some parents with children in the program were in attendance and aware of the proposal discussion.

Recreation and Parks Director Tony Laws provided history of the program which began in 2012. He explained the challenges of low attendance, fiscal impact and certification requirements for teachers led to the decision to examine and consider alternative plans for the program.

Ms. Kelly reported attendance of the current program has not been at full capacity of twenty-nine students since 2017 and the General Fund subsidy for that program has been approximately 50% per child with attendance of fifteen children enrolled. She explained how budgeting and staffing challenges led to a detailed examination of the future viability of the program and ultimately the decision was made at a staff level to phase out the program in October 2019. She reported parents approached the Recreation and Parks Commission to ask staff to extend the program to May of 2020, which was provided by combining the two classrooms into one to extend the program and allow additional time for parents to seek other childcare options. She explained numerous conversations with parents led to this proposal which is intended as a compromise that will reduce the City's \$80,000 annual subsidy while attempting to find an outside provider to offer similar services by lease arrangement for the facilities at Fairchild Community Center.

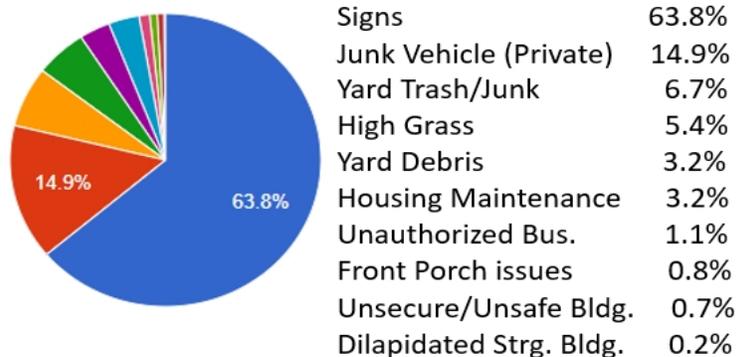
Tina Pierce and Mary Ellen Wells spoke to City Council in favor of keeping the program City operated.

Following a lengthy discussion, the consensus of the City Council was to proceed with the request for proposals for the operation of a child care facility at Fairchild Community Center for potential future contract consideration.

C) Community Improvement Program Update

October 1, 2019 – December 31, 2019

Chief Code Enforcement Officer Chris Marland presented the periodic report for the Community Improvement Program operations from October 1, 2019 through December 31, 2019. He reported on proactive and complaint-based enforcement during this quarter in Zones 1-4 and shared the types in percentage as follows:



Mr. Marland provided examples of issues enforcement officers worked to educate and bring them into compliance for violations of improper display of signage, large business vehicles in residential areas, vacant lot clean-up, dilapidated building, and vacant parking lot maintenance.

D) Maple Avenue Business Façade Improvement Program

Interim Director of Planning and Community Development Mike Nunn provided background and overview of an actionable component of the Maple Avenue Corridor Study and City Council approved item in the 2018-2019 CDBG Annual Action Plan in June 2018 for the Maple Avenue Business Façade Improvement Program. He introduced Community Development Administrator Sonyé Randolph to present the initiative.

Community Development Administrator Sonyé Randolph presented an overview on the following program objectives:

- Actionable item from Maple Avenue Corridor Study
- Enhance the visual aesthetics of the corridor
- Increase property values
- Stimulate economic development
- Support business sustainability
- Create environment to attract new businesses and consumers
- Preserve and beautify the corridor

Ms. Randolph reported on the following grant disbursement components:

- \$100,000 funded in CDBG budget
- Provides 75% of project cost
- \$10,000 maximum per project
- Minimum project cost is \$1,000.00
- Example: Project = \$2,000 (Grant = \$1,500.00; Tenant \$500.00)
- First come, first served basis
- Must score 25 out of 40 on scoring criteria
- Funds disbursed directly to the contractor
- One project per year

Ms. Randolph explained the following eligible improvements that will be reviewed on a case by case basis:

- Repairs, restoration, re-painting of exterior
- Building signage
- Exterior lighting for façades and signage
- Awning/canopy
- Restoration of architectural details that highlights the building's historic nature
- Front door and impact window replacement
- Code violations related to the building exterior
- Demolition of non-conforming signs
- Landscaping on a case-by-case basis

Ms. Randolph explained the following ineligible improvements:

- New construction
- Interior renovations
- Refinancing existing debts
- Costs associated with security systems
- General Maintenance
- Payroll
- Billboards
- Routine maintenance

Ms. Randolph explained the streamlined application process, which includes the following:

- Staff will guide applicants
- Application & documentation submission
- Project Vetted/Scored
- Awarded
- Paid upon completion & submission of all final paperwork
- Completed within 180 days

In conclusion, Ms. Randolph reported the next steps for Community Development to implement the program include finalizing legal documents, grant brochure development for distribution around March 2020. She explained education and promotion of the grant application would be provided by code enforcement staff and they hope to begin receiving requests soon. She reported an evaluation of the program for the façade program would take place in December 2020 to determine the success of the program and explore the possibility of extending this program to other projects around the City.

E) Boards and Commissions Reports

- Planning and Zoning Commission - None
- Traffic Commission – None
- Public Transit Advisory Commission (PTAC) - None

Mayor Baltutis reported highlights of recent conferences and meetings he attended at the National League of Cities, San Antonio, Metro Mayors Winter Meeting, and the NCDOT Transportation Summit 2020.

The meeting was adjourned at 6:49pm.

Beverly D. Smith
Beverly D. Smith
Interim City Clerk

February 3, 2020
Work Session