

**CITY COUNCIL
AGENDA**

**September 10, 2013
7:30 p.m.**

- 1. Opening of meeting by Mayor Steve Morris.**
- 2. Invocation by Reverend Gene Alexander, Pastor of First Assembly of God Church.**
- 3. Amendments and Changes to Agenda.**
- 4. Consent Agenda:**
 - A. Disposition of Minutes of the August 13, 2013 Regular Meeting.**
 - B. Tax Collector's Report. (See Pages 4-15)**

Informational Items:

 - 1.) Monthly Collection Report**
 - 2.) Uncollected Taxes as of August 31, 2013.**

Action Items:

 - 1.) Refunds per County Assessor's Office.**
 - 2.) Discovery bills added to Tax Scroll.**
 - 3.) Releases per County Assessor's Office.**
- 5. Recognition of the Rockingham Ponytail State Championship Team who represented North Carolina in the 12 & under Dixie Youth Softball World Series in Bluffton, S.C**
- 6. Business by Planning Board.**
 - A. Set Public Hearings.**
 - 1.) UDO Text Amendment: Set Public Hearing for an ordinance to amend Article 5 of the UDO to establish regulations for "unattended donation containers". (See Pages 16-17)**

Rockingham, NC

City Council Agenda

SUPPORT DOCUMENTS

UNCOLLECTED TAXES

YEAR	AMOUNT	August 2013
2013	2,231,455.05	
2012	53,963.66	
2011	37,429.28	
2010	24,621.64	
2009	17,674.68	
2008	15,051.03	
2007	9,215.88	
2006	7,358.36	
2005	6,201.85	
2004	4,239.99	
2003	3,010.74	
	2,231,455.05	Total Current Year
	178,767.11	Total Past Years
	2,410,222.16	Total All Years

CITY OF ROCKINGHAM
 MONTHLY TAX RELEASE REGISTER
 AUGUST 31, 2013

ACCOUNT	NAME	EXPLANATION	BILL #	VALUE	CITY TAX	CITY LATE	INTEREST	RELEASED
0042485102	1 ADP, INC	BILL LESS THAN \$1.00	23	203	0.97			0.97
0119548114	2 AT&T Mobility, LLC	BILL LESS THAN \$1.00	127	30	0.14			0.14
0112971303	3 Bennett, Orlando T.	BILL LESS THAN \$1.00	303	177	0.85			0.85
0010240101	4 Carolina Motors at the Rock, LLC	BILL LESS THAN \$1.00	689	150	0.72			0.72
0006301101	5 Curtis Military Surplus	BILL LESS THAN \$1.00	1005	123	0.59			0.59
003615101	6 Debs	BILL LESS THAN \$1.00	1139	103	0.49	0.05		0.54
0007589101	7 Haines Construction & Realty, Inc.	BILL LESS THAN \$1.00	1654	168	0.81			0.81
0102562304	8 Haitwanger, Leonard & Kimberly	BILL LESS THAN \$1.00	1676	66	0.32			0.32
0007718308	9 Hatcher, Miles & Betty	BILL LESS THAN \$1.00	1749	34	0.16			0.16
0007926201	10 Holden, Bruce J.	BILL LESS THAN \$1.00	1903	203	0.97			0.97
0008037303	11 Huggins, Donald & Carla	BILL LESS THAN \$1.00	1961	25	0.12			0.12
0005888101	12 Liberty Auto Sales	BILL LESS THAN \$1.00	2338	41	0.20			0.20
0114405101	13 Mac A Bees Tavern	BILL LESS THAN \$1.00	2411	150	0.72			0.72
0003979102	14 Marathan Petroleum Co., LP	BILL LESS THAN \$1.00	2436	203	0.97			0.97
0097641302	15 Nesbitt, Danny & Jean T.	BILL LESS THAN \$1.00	2909	151	0.72			0.72
0000830331	16 Owner Unkown	BILL LESS THAN \$1.00	2984	100	0.48			0.48
0016504101	17 Patsy's Beauty Shop	BILL LESS THAN \$1.00	3064	192	0.92			0.92
0012301307	18 Peninger, James & Margaret	BILL LESS THAN \$1.00	3098	6	0.03			0.03
0116940101	19 Pepsi Cola Bottling Co.	BILL LESS THAN \$1.00	3105	103	0.49	0.05		0.54
0109384101	20 Rainwater Bail Bonds	BILL LESS THAN \$1.00	3264	120	0.58			0.58
0008485101	21 Rockingham Guns & Ammo	BILL LESS THAN \$1.00	3382	74	0.36			0.36

CITY OF ROCKINGHAM
 MONTHLY TAX RELEASE REGISTER
 AUGUST 31, 2013

ACCOUNT	NAME	EXPLANATION	BILL #	VALUE	CITY TAX	CITY LATE	INTEREST	RELEASED
0000463101	22 Sterling Payphones, LLC	BILL LESS THAN \$1.00	3772	126	0.60	0.06		0.66
0102821301	23 Sweatt, Alice Gibson	BILL LESS THAN \$1.00	3852	170	0.82			0.82
0111703101	24 Village Mini Storage	BILL LESS THAN \$1.00	4159	195	0.94			0.94
0007244101	25 Winmark Capital Corporation	BILL LESS THAN \$1.00	4482	106	0.51			0.51
0087326302	26 Long, Lori J.	BILL LESS THAN \$1.00	4940	151	0.72			0.72
	27	BILL LESS THAN \$1.00						0.00
	28	BILL LESS THAN \$1.00						0.00
	TOTAL RELEASES			\$3,170	15.20	0.16	0.00	\$15.36

CITY OF ROCKINGHAM
MONTHLY TAX RELEASE REGISTER
AUGUST 31, 2013

ACCOUNT	NAME	EXPLANATION	BILL #	CITY TAX	CITY LATE	INTEREST	RELEASED	CFWD O/PMT
1 0115983301	Alfonso, Jennifer M.	Prepaid	61	582.28			3.06	
2 042002101	Allstate Ins. Co. #35682	Prepaid	75	10.40			10.40	
3 0114753301	Baxley, Grover C. & Amy T.	Prepaid	278	486.90			1.32	
4 0002930301	Brewington, Anton Macon	Prepaid	457	169.79			169.79	472.64
5 0005755302	Campbell, James & Susan	Prepaid	642	118.37			12.80	
6 0012105301	Carter, Thomas & Jonna	Prepaid	712	468.25			1.67	
7 0093598301	Coggins, Tara Dawkins	Prepaid	832	387.25			250.65	
8 0092682301	Covington, John B. & Lucille	Prepaid	920	426.37			42.00	
9 0006295301	Currie, Nehemiah	Prepaid	998	145.22			3.80	
10 0099705301	Daigle, Richard Lee	Prepaid	1014	678.36			50.00	
11 0012272101	Daniel & Roebuck	Prepaid	1017	47.69			46.67	
12 0006452303	Davis, James T. & Bonnie	Prepaid	3068	50.91			15.20	
13 0006492301	Diggs, Pearlina	Prepaid	1170	231.48			50.00	
14 0103253302	Downeast Assoc. of Pinehurst	Prepaid	1202	1,480.02			16.41	
15 0015918302	Edwards, Robin	Prepaid	1240	249.95			2.04	
16 0006706301	Everett, Ruben & Ada Est.	Prepaid	1307	259.59			259.59	218.91
17 0006810302	Foster, Marion & Delores	Prepaid	1429	173.31			151.62	
18 0040598202	Gribbins, John M. & Tammy	Prepaid	1615	25.08			22.80	
19 0040598301	Gribbins, Mike	Prepaid	1615	76.28			76.28	0.01
20 0107484301	Hinson, Phillip & Samantha	Prepaid	1882	125.93			20.39	
21 0107484302	Hinson, Phillip & Samantha	Prepaid	1883	18.14			1.36	

CITY OF ROCKINGHAM
MONTHLY TAX RELEASE REGISTER
AUGUST 31, 2013

ACCOUNT	NAME	EXPLANATION	BILL #	CITY TAX	CITY LATE	INTEREST	RELEASED	CFWD O/PMT
22 0008280101	House of Seafood, Inc.	Prepaid	1930	339.37			339.37	8.37
23 0115146301	Hygiene Systems, Inc.	Prepaid	1985	2,912.45			2912.45	
24 0107502302	Jackson, Lonnie H., Jr., & Shirley	Prepaid	2024	236.85			125.00	
25 0008280301	Kafes, Georgios & Hrissoul	Prepaid	2140	3,279.06			3279.06	
26 0114781301	Knotts, Kenny Ann	Prepaid	2217	103.76			2.16	
27 0008438301	Leak, Eugene & Charlotte E.	Prepaid	2289	19.12			19.12	0.52
28 0009113311	Martin, Tony & Martha	Prepaid	2464	721.64			721.64	223.88
29 0008753301	McDonald, Charlie E. & Doris	Prepaid	2533	253.42			41.79	
30 0007185302	McRary, Robert A. & Jean	Prepaid	2518	586.70			271.65	
31 0002818101	Medical Weight Loss	Prepaid	2721	8.16			8.16	0.34
32 002358301	Miller, David J.	Prepaid	2756	267.48			215.45	
33 0119171101	Minnesota Regis Corp.	Prepaid	2769	50.95			1.90	
34 0118246101	Monitech	Prepaid	2785	10.84			10.84	30.32
35 0106923301	Morman, Garland E.	Prepaid	2819	120.87			9.89	
36 0095550301	Nicholson, Lizzie Lee	Prepaid	2934	327.82			300.99	
37 0109133301	Pate, Shannon	Prepaid	3048	420.22			8.23	
38 0108926301	Patterson, Alma	Prepaid	3065	17.61			17.61	13.36
39 0009729301	Pemberton, Ricardo	Prepaid	3088	210.37			1.58	
40 0083999301	Potter, Joseph H. & Lisa A.	Prepaid	3193	145.28			9.95	
41 0025400304	Richmond Corp.	Prepaid	3325	699.87			667.25	
42 0007575301	Rockingham, LLC	Prepaid	3395	1,590.50			1590.50	

CITY OF ROCKINGHAM
 MONTHLY TAX RELEASE REGISTER
 AUGUST 31, 2013

ACCOUNT	NAME	EXPLANATION	BILL #	CITY TAX	CITY LATE	INTEREST	RELEASED	CFWD O/PMT
43	0010171301	Sanford, Wm. & Tonda	3472	240.51			4.45	
44	0004069303	Schwarz, Jeffrey H.	3494	384.96			8.03	
45	0042385301	Sharpe & Buckner Real Estate	3533	1,438.98			700.00	
46	0022571302	Sharpe, Benny & Linda	3535	1,266.92			26.10	
47	0016486301	Shields, Scot Edward	3555	481.18			3.87	
48	0120665301	Singh, Manjit & Davinder K.	3588	14.90			4.00	
49	0120854101	Smith & Stuart Ins. Agency	3601	15.85			1.93	
50	0110699304	Smith, Tanya H.	3660	143.95			3.11	
51	0000801303	Southern Land Under Mgmt	3689	266.30			41.60	
52	0009204301	Stanback, Kristina M.	3745	22.01			12.04	
53	0010667301	Stephens, Wade	3768	577.04			577.04	
54	0010667304	Stephens, Wade	3769	38.44			38.44	
55	0017251301	Straight, Jerry A. & Stacey	3813	627.28			627.28	
56	0092762301	Talley, Charles Bliss II	3882	19.83			0.89	
57	0010937301	Thomas, Joseph B. Jr., & Mary	3990	370.31			338.43	
58	0011668301	Wood, Thomas P. Jr., & Linda	4487	906.35			6.80	
59	0017035301	Young, Gary S. & Mary K.	4507	362.17			105.18	
60	0080136302	Whiz Corp./Tru Roll Golf, LLC	4408	612.00			95.79	
61	014259302	JHS Master Capital, LLC	2066	664.05			664.05	
		TOTALS		\$26,986.94	0.00	0.00	\$15,021.47	\$968.35

CITY OF ROCKINGHAM
LATE LIST PENALTY ON REAL PROPERTY
TAX RELEASE REGISTER
AUGUST 31, 2013

ACCOUNT	NAME	YEAR OF RELEASE	BILL #	VALUE	CITY TAX	CITY LATE	INTEREST	RELEASED
0024388101	Deane, Charles B., III & Heather	2013	1118			85.10		85.10
0001215303	Godwin Family Trust	2013	1538			99.37		99.37
0003672303	Montgomery, Patrick L. & Elizabeth	2013	2794			16.56		16.56
0003689305	Morgan, Larry W. & Sherry	2013	2815			2.99		2.99
0003902302	Rankin, Jerry M. & Jackie W.	2013	4676			33.42		33.42
0005002301	Altman, Dexter E.	2013	82			24.33		24.33
0005064301	Bailey, L D, Jr. & Catherine	2013	205			54.83		54.83
0006248301	Crouch, Robert A. & Shelia P.	2013	975			38.76		38.76
0006326301	Davidson, George R. & Linda	2013	4797			43.26		43.26
0006342303	Davis, Donald R. & Sybil	2013	1052			2.31		2.31
0006405301	Regino, Faustino Ribera et al	2013	3296			1.43		1.43
0006800301	Ford, Carolyn Jones	2013	1423			43.01		43.01
0007622140	Hamilton, Charles W. & Grace	2013	1687			33.66		33.66
0008037301	Huggins, Donald L. & Carla	2013	1964			45.75		45.75
0008372302	Kranz, William F. & Karen	2013	2227			1.39		1.39
0008425301	Lathan, Fred L.	2013	2282			37.35		37.35
0008454303	Leak, Thomas R. & Margaret	2013	2300			19.52		19.52
0008480301	Lee, Elaine K.	2013	2308			15.94		15.94
0008481301	Lee, Mildred	2013	2310			15.29		15.29
0008603301	Locklear, Margaret	2013	2373			2.52		2.52

CITY OF ROCKINGHAM
LATE LIST PENALTY ON REAL PROPERTY
TAX RELEASE REGISTER
AUGUST 31, 2013

ACCOUNT	NAME	YEAR OF RELEASE	BILL #	VALUE	CITY TAX	CITY LATE	INTEREST	RELEASED
0008673301	Lowery, Darrell W. & Linda M.	2013	4631			27.36		27.36
0009429301	Nichols, Charles & Janice	2013	2923			29.47		29.47
0009601301	Parker, Linda D.	2013	3016			1.46		1.46
0009661301	Pate, Richard Harold	2013	3047			3.84		3.84
0009930303	Frazier, Leo Jackson	2013	1447			50.70		50.70
0009930305	Frazier, Leo J	2013	1445			3.55		3.55
0010171301	Sanford, William D. & Tonda	2013	3472			21.82		21.82
0010203301	Scott, Steve G. & Robin	2013	3508			43.14		43.14
0010771302	Sweatt, Leroy & Mary	2013	3857			1.97		1.97
0010937301	Thomas, Joseph B. Jr., & Mary	2013	3990			33.62		33.62
0010942301	Thomas, Mattie C.	2013	3996			23.59		23.59
0011519301	Whitley, William C. Jr. &	2013	4405			155.39		155.39
0011530302	Wiggins, Allison B., Sr. & Alene	2013	4413			5.18		5.18
0011559301	Williams, Brenda L.	2013	5123			26.24		26.24
0011572301	Williams, Frady H. & Howard	2013	4445			3.56		3.56
0011575301	Williams, James D. & Nancy B.	2013	4447			39.72		39.72
0011697301	Wright, Darrell & Cathy	2013	5136			45.17		45.17
0013367309	Cowick, Fred Lewis, Jr.	2013	938			1.82		1.82
0013383301	Cox, Jimmy Dean	2013	947			1.30		1.30
0014553101	Kamp Kozy, Inc.	2013	2142			106.12		106.12

Staff Report to Planning and Zoning Board
Agenda Item: V.A
September 3, 2013

Issue:

UDO Text Amendment: City staff has drafted an amendment to Article 5 of the UDO to establish regulations for "unattended donation containers".

Background:

The placement and use of unattended donation containers throughout the City has become a problem in the City over the past 12-18 months. The containers are placed at various commercial locations around the City for the purpose of collecting donated clothing and other household items. The containers sometimes become overfilled and/or are not large enough to hold the items being left as a donation; and trash is sometimes left in and around the containers. These conditions are unsightly and constitute public nuisances. Such containers are typically located on commercial properties where the primary use/occupant has no affiliation with the container owner or responsibility for collecting the contents or maintaining the area around the container. The city has abated nuisance conditions around several containers during the last 12-18 months. City staff has drafted the proposed amendment in an effort to mitigate the problems associated with "unattended donation containers".

Staff Comments:

1. A copy of the text for the proposed amendment is included in the agenda packet for the Board's review. The proposed amendment creates a new Section 5.26 in Article 5: Supplemental Regulations; and adds the term "unattended donation containers" to Article 15: Definitions.
2. The proposed amendment will eliminate many of the unattended donation containers located in the City's jurisdiction with the requirement proposed in Section 5.26 (B). Most of the containers are not located at an operational site of a company or organization that collects used clothing or other household materials for resale or donation.
3. If the amendment is adopted, then as set forth in the proposed Section 5.26 (E) all nonconforming containers must be removed within sixty (60) days. City staff will send notice of such requirement to the owners of any nonconforming containers as well as the property owner on which the nonconforming containers are located.

Staff Recommendation:

City staff recommends the Board review the proposed amendment and recommend the City Council amend Article 5: Supplemental Regulations to establish regulations for "unattended donation containers" as proposed.

Planning Board Recommendation:

The Planning Board reviewed the request on September 3 and recommended unanimously the City amend Article 5: Supplemental Regulation to establish regulations for "unattended donation containers" as proposed.

Proposed Unified Development Ordinance Amendment

Add the following section to Article 5: Supplemental Regulations:

Section 5.26: Unattended Donation Containers

An unattended donation container shall be defined as any box, bin, dumpster, trailer, or other receptacle that is intended for use as a collection point for donated clothing or other household materials at times when no employee or representative of the sponsoring company or organization is present to accept donations. Unattended donation containers shall be permitted in the Highway Business (B-3) zone as a permitted use subject to the following requirements.

- (A) The container shall be durable, waterproof, covered, and of uniform color. The name and phone number of the party responsible for maintenance shall be posted on the container.
- (B) The container shall be prohibited unless located at the operational site of a company or organization that collects used clothing or other household materials for resale or donation as a primary business function.
- (C) No containers shall be located within a public right-of-way or within twenty (20) feet of any public right-of-way.
- (D) No containers shall be located within any required parking spaces or within any required landscape area.
- (E) Prohibited donation containers that exist at the time this section is adopted shall be removed within sixty (60) days of adoption.

Add the following term to Article 15, Section 15.01: Definitions:

Unattended Donation Containers: Any box, bin, dumpster, trailer, or other receptacle that is intended for use as a collection point for donated clothing or other household materials at times when no employee or representative of the sponsoring company or organization is present to accept donations.

Staff Report to Planning and Zoning Board
Agenda Item: V.B
September 3, 2013

Issue:

UDO Text Amendment: City staff has drafted an amendment to Section 3.05 of the UDO to clarify that "homeless shelters" and "soup kitchen" are a conditional use in the Highway Business (B-3) zone.

Background:

As a result of the recent fire, City staff has held discussions with representatives of the local soup kitchen regarding the possible location for a new facility. In reviewing the specific use categories set forth in Section 3.05 of the UDO, the terms "soup kitchen" and "homeless shelter" are not indicated. Additionally, there are no specific use categories set forth in Section 3.05 with similar characteristics and impacts to that of a "soup kitchen" or "homeless shelter" where City staff could make a reasonable ordinance interpretation that such uses are allowed. Therefore, City staff drafted this amendment to clarify and properly address this issue.

Staff Comments:

1. A copy of the text for the proposed amendment is included in the agenda packet for the Board's review. The proposed amendment adds "homeless shelter" and "soup kitchen" as a specific use category in Section 3.05; and adds definitions for both terms to Article 15: Definitions.
2. The proposed amendment will allow "homeless shelters" and "soup kitchens" as a conditional use in the B-3 zone only. As the Board is aware, the B-3 zone is the most intensive commercial zoning district in the City's UDO. The B-3 zone allows most any type of commercial development as either a permitted or conditional use. Generally speaking, properties along the City's major thoroughfares are zoned B-3.
3. In the opinion of City staff, a soup kitchen and homeless shelter can have negative, detrimental impacts on surrounding properties. Therefore, such uses should not be allowed as a permitted use in any district.
4. As a conditional use in the B-3 zone, the Board of Adjustment and Appeals (BOA) must review and approve any location for a homeless shelter or soup kitchen. During the conditional use permitting process with the BOA, a public hearing will be held allowing any concerned citizens an opportunity to express their opinions on the proposed location and use. In order to approve the conditional use permit, one of the determinations the BOA will be required to make is that the use will not detrimental impact surrounding uses.

Staff Recommendation:

City staff recommends the Board review the proposed amendment and recommend the City Council amend Section 3.05 and Article 15 of the UDO as proposed.

Planning Board Recommendation:

The Planning Board reviewed the request on September 3 and recommended unanimously the City amend Section 3.05 and Article 15 of the UDO as proposed to clarify "homeless shelters" and "soup kitchen" are a conditional use in the Highway Business (B-3) zone.

Proposed Unified Development Ordinance Amendment

Add the following terms to Article 15, Section 15.01: Definitions:

Homeless Shelter: A facility providing temporary housing to indigent, needy, homeless, or transient persons. Such facility may also provide ancillary services such as counseling, vocational training, etc.

Soup Kitchen: A food service use that provides free meals for consumption on site. Soup kitchens shall not be considered to be restaurants.

USE TABLE															
		P = permitted by right			P* = permitted subject to standards			C = conditional use permit required							
USE CATEGORY	SPECIFIC USE	Residential Districts						Nonresidential Districts						Notes	
		R-20	R-12	R-9	R-8	R-7	R-7A	O-1	B-1	B-2	B-3	I-1	I-2		O-S
Household Living (continued)	Large-scale multi-family (more than one building or more than six units)					C	C	C			C	C			5.15
	Manufactured home park						C								5.14
	Upper-story residence										P				
	Senior cottage residential development	C	C	C	C	C	C								5.25
	Security or caretaker quarters											P	P	P	
Group Living	Group care home	P	P	P	P	P	P								
	Intermediate care home	C					C	P							
	Halfway house	C					C	P							
	Handicapped or infirmed homes	C					C	P							
	Nursing care home	C					C	P							
	Child care home	C				C	C	P							
PUBLIC, CIVIC, AND INSTITUTIONAL															
Community Service	Community center	C				C	C	P	P	P	P				
	Library, museum, art gallery, art center						C	P	P	P	P				
	Civic and fraternal organizations	C	C	C	C	C	C	P	P	P	P	P	P		
	Religious institutions	P	P	P	P	P	P	P	P	P	P	P	P		
	Homeless Shelters or Soup Kitchens											C			
Day Care	Adult day care facility	C				C	C	C	P	P	P	P			
	In-home child day care (three or less children as minor home occupations)	P*	P*	P*	P*	P*	P*	P*	P*	P*	P*	P*	P*	P*	5.11
	Family child day care (four to six children as major home occupation)	C	C	C	C	C	C	C	C	C	C	C	C	C	5.10
	Child day care center	C	C	C	C	C	C	P	P	P	P				
Educational Facilities	Primary or secondary school (public or private)	C	C	C	C	C	C	P	P	P	P				
	College or university							P			P				
	Trade or vocational school							P		P	P	P	P		

To: Monty Crump

From: Sandra Ridley

Subject: Agenda Items for September 10, 2013
City Council Meeting

Date: August 29, 2013

The following items need to be adopted for the City of Rockingham's Community Development Projects:

- 1.) Grant Project Ordinance for the 2012 CDBG Infrastructure Project for Marigold, Flowers Streets and Mill Road. The 2012 CDBG Grant Project Ordinance establishes the budget and appropriates the revenue for Marigold, Flowers and Mill Street Sewer Project.
2. Citizen Participation Plan - This Plan is adopted for three CDBG Projects; 2011 CDBG-IF, South Street Sewer Project; 2012 CDBG-IF, Marigold, Flowers and Mill Road; and 2011 CDBG Hook-up Project. The Citizen Participation Plan describes levels of citizen participation through the grant from inception to close-out. In addition, the Plan describes the procedure for any citizen complaints.
3. Residential Anti-Displacement and Relocation Plan - This Plan is adopted for all three CDBG Grants; 2011 CDBG-IF, 2012 CDBG-IF and 2011 CDBG Hook-up. No relocation or demolition of housing units is proposed in any of these projects but this is a CDBG program requirement to have a Plan in place.

Thank you for your assistance and support of these projects.

GRANT PROJECT ORDINANCE
FOR 2012 COMMUNITY DEVELOPMENT BLOCK GRANT-
INFRASTRUTURE
MARIGOLD, FLOWERS AND MILL

Be it ordained by the City of Rockingham, pursuant to Section 13.2 of Chapter 159 of the General Statutes of North Carolina, the following grant project ordinance is hereby adopted:

Section 1. The project authorized is the 2012 Community Development Block Grant as described in the Funding Agreement between the City of Rockingham and the NC Department of Commerce, Division of Community Investment and Assistance.

Section 2. The officer's of this unit are hereby directed to proceed with the grant project within the terms of the grant document(s), the rules and regulations of the NC Department of Commerce and the US Department of Housing and Urban Development and the budget contained herein.

Section 3. The following revenues are anticipated to be available to complete this project:

CDBG-R	\$ 726,298
TOTAL	\$ 726,298

Section 4. The following amounts are appropriated to the project:

ACTIVITIES	\$ 661,298
ADMINISTRATION	\$ <u>65,000.</u>
TOTAL	\$ 726,298

Section 5. The finance officer is hereby directed to maintain within the Grant Project Fund sufficient specific detailed accounting records to provide the accounting to the grantor agency required by the grant agreement and federal and state regulations.

Section 6. Funds may be advanced from the General 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 monthly on the financial status of each project element in Section 4 and on the total grant revenues received or claimed.

Section 8. The budget officer is directed to include a detailed analysis of past and future costs and revenues on this grant project in every budget submission to this board.

Section 9. Copies of this grant project ordinance shall be made available to the finance officer for direction in carrying out this project.

Adopted this _____ day of September 2013

M. Steven Morris, Mayor
City of Rockingham

(SEAL)

ATTEST:

Gwendolyn F. Swinney, Clerk

COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM

CITIZEN PARTICIPATION PLAN FOR 2011 CDBG-IF SOUTH STREET SEWER PROJECT FOR 2012 CDBG-IF MARIGOLD, FLOWERS AND MILL SEWER PROJECT FOR 2011 CDBG HOOKUP PROJECT CITY OF ROCKINGHAM, NORTH CAROLINA

I. INTRODUCTION AND STATEMENT OF INTENT:

In accordance with Section .1002 of the North Carolina CDBG Regulations City of Rockingham (City) has adopted the following procedures to ensure that citizens residing within the 2011 and 2012 Community Development Block Grant Projects have a written Citizen Participation Plan, including a Complaint Procedure, for its Small Cities Community Development Block Grant program.

II. SCOPE OF PARTICIPATION:

Citizen participation shall include involvement in the identification of community needs that can be addressed by the CDBG program; the development of CDBG applications; any amendments to the CDBG program; and assessing the performance of a CDBG program upon its completion.

III. STANDARDS OF CITIZEN PARTICIPATION:

All Citizen Participation shall be conducted in public hearings with freedom of access for all citizens. If citizens require technical assistance to understand any aspect of the CDBG program, they are to contact the Program Administrator or other designated official or employee. As a part of this assistance, City of Rockingham shall maintain a list of individuals that could serve as a translator for any non-English speaking resident in order that these individuals could understand or comment on the CDBG program.

III. CITIZEN PARTICIPATION:

Citizens shall be involved in the determination of priorities and community needs. The views and proposals of citizens concerning community needs and priorities, especially the views of low and moderate income persons and members of minority groups shall be solicited through two public hearings held prior to the submission of a CDBG application. During these public hearings, citizens shall be encouraged to submit views and proposals regarding community needs. Comments may be either oral or written. Written comments may be presented at the public hearing or they may be mailed in for consideration prior to the hearing. In any case, written comments may be received no

later than the date and prior to the time of the public hearing. City of Rockingham shall respond in writing to written comments within ten (10) calendar days after the receipt of the comments. The response shall outline the action taken regarding the comments and the reasons for the action. All comments should be addressed to: Monty Crump, City Manager, 514 Rockingham Road, Rockingham, North Carolina 28379. Adequate notice of public hearing shall be provided in a timely manner and in such a way as to make them accessible and understandable to all citizens. Notices for public hearings shall appear in the non-legal section of a local newspaper at least once prior to the date of the public hearings. Notices shall be published not less than ten days nor more than twenty-five days before the date fixed for the hearing. Such notices shall indicate the time and place and a brief description of the topic of the public hearing.

Citizen participation for a CDBG project shall include a public hearing held at:

1. **PLANNING STAGE.** Prior to the preparation of an application, a public hearing shall be held to explain the CDBG program and obtain views and proposals of citizens in regard to community development needs.
2. **APPLICATION STAGE.** Prior to the submission of a CDBG application, a public hearing shall be held to explain the CDBG application's activities, design, impact and costs. Citizen views and comments will be obtained at this public hearing to be incorporated into the final CDBG application.
3. **AMENDMENT PROCESS.** Program amendments which require the Department of Commerce, Division of Community Assistance approval in accordance with Rule .0910 of Subchapter 13L also may require a public hearing. A Public hearing will be held prior to the submission of an amendment to the Department of Commerce if it is required by the Division of Community Assistance.
4. **PROJECT CLOSE-OUT.** During the grant close-out period City of Rockingham will hold a public hearing to assess the program's performance.

AVAILABILITY OF COMMUNITY DEVELOPMENT RECORDS

As provided in Rule .1002 of subchapter 19, North Carolina Community Development Block Grant Program Regulations, City of Rockingham shall make public Community Development records and information consistent with applicable State and local laws regarding personal privacy and obligation of confidentiality. Documents to be made available, as follows, shall be on file for public inspection in City of Rockingham Administrative Building.

1. Mailings and promotional materials;
2. Records of public hearings;

3. Key documents including the application, letters of approval, Grant Agreements, written Citizen Participation Plan, performance reports, and other reports required by the Division of Community Assistance.
4. Copies of the regulations, notices, transmittals, and issuance's governing the CDBG program; and
5. Documents regarding other important program requirements such as contracting procedures, environmental policies, fair housing, and other equal opportunity requirements, relocation provisions, and the A-95 review process.

Copies of these documents are subject to a copy fee of .25 cents per page.

All information contained in CDBG files other than the preceding listed information, NAMELY information pertaining to the employment, income, bank deposits and other assets, marital status, and total assets of applicants, will be maintained in accordance with the requirements of G.S. 160A-168 and will be open to public inspection only in the following cases:

1. The Manager, Council Members or City Attorney may examine all materials on file.
2. By Court order of competent jurisdiction, designated persons may examine all material on file.
3. An official of an agency of the State or Federal government, or any political subdivision of the State, may inspect any portion of the file when such inspection is deemed by the Council, Manager or City Attorney as necessary and essential to the pursuance of a proper function of the inspecting agency.
4. Each individual requesting access to confidential information will be required to submit satisfactory proof of identity; and a record will be made of each disclosure and placed in the respective file.

VI. GRIEVANCE PROCEDURE:

City of Rockingham will use the following procedures to process citizen complaints. Citizens may make comments at any point in the program including planning, implementation and close-out. City of Rockingham will respond in writing to written citizen comments. Citizen comments should be mailed to: Monty Crump, 514 Rockingham Road, Rockingham, NC 28379.

City of Rockingham will respond to all written citizen comments within ten calendar days of receipt of the comments.

If the citizen is dissatisfied with the local response, he/she may write to the Department of Commerce, Division of Community Assistance, 4313 Mail Service Center, Raleigh, North Carolina 27699-4313. DCA will respond only to written comments within ten calendar days of the receipt of the comments.

All complaints received by City of Rockingham and all responses to complaints shall be maintained in a complaint file.

This Plan adopted the _____ day of _____, 2013.

City of Rockingham

BY: M. Steven Morris,
MAYOR

ATTEST:

Gwendolyn F. Swinney
City Clerk

(Grant Start up/CORCPPLAN)

**RESIDENTIAL ANTI-DISPLACEMENT AND RELOCATION PLAN
FOR 2011 CDBG-IF SOUTH STREET SEWER PROJECT
2012 CDBG-IF MARIGOLD, FLOWERS AND MILL SEWER PROJECT
2011 CDBG HOOK-UP PROJECT
CITY OF ROCKINGHAM, NORTH CAROLINA**

City of Rockingham will replace all occupied and vacant occupiable low/moderate income dwelling units that are demolished or converted to a use other than low/moderate-income housing in connection with an activity under the Housing and Community Development Act of 1974, as amended (URA)

All replacement housing will be provided within three years of the commencement of the demolition or rehabilitation relating to conversion and will be:

1. Located within the same jurisdiction.
2. Comparable in size to the unit demolished or converted so that at least the same number of individuals can be housed in the replacement unit.
3. Provided in standard condition.
4. Designed to remain low/moderate-income dwelling for at least 10 years from the date of initial occupancy of the units.

City of Rockingham will provide relocation assistance, as described in implementing regulations at 49CFR Part 24, to any lower income person displaced as a result of the demolition of any dwelling unit or the conversion of a low/moderate-income dwelling unit to a use other than a low/moderate-income dwelling in connection with an assisted activity.

Consistent with the goals and objectives of activities under the URA, City of Rockingham will take the following steps to minimize the displacement of persons from their homes.

1. Rehabilitate all dwelling units that can be rehabilitated to provide an economic life of 20 years.
2. Give displaced homeowners the opportunity to choose new construction on the site of the displacement dwelling.

PROCLAMATION

**"PATRIOT DAY"
&
"NATIONAL DAY OF SERVICE AND REMEMBRANCE"
September 11, 2013**

WHEREAS, in an unprovoked and senseless act of terrorism, four civilian aircrafts were hijacked on September 11, 2001, and crashed in New York City, Pennsylvania and the Pentagon; and

WHEREAS, innocent U.S. citizens of all heritages as well as visiting citizens were killed and injured as a result of these horrific acts; and

WHEREAS, the world watched as America dealt with the reality of a terrorist attack on our homeland; and

WHEREAS, in the midst of the chaos a spirit of unity, volunteerism, and strength arose from those working on-site and throughout our Nation; and

WHEREAS, by a joint resolution approved on December 18, 2001 (Public Law 107-80) the Congress has designated September 11th of each year as "Patriot Day" and by Public Law 111-13 approved on April 21, 2009, the Congress has requested the observance of September 11th as an annually recognized "National Day of Service and Remembrance"; and

WHEREAS, the City of Rockingham, NC joins other Americans as we take time to reflect on this unparalleled time in our history; and,

WHEREAS, as our US flag is displayed at half-staff on "Patriot Day" and "National Day of Service and Remembrance" we encourage our citizens to observe a moment of silence beginning at 8:46 a.m. (EDT) to honor the innocent victims who perished as a result of the terrorist attacks of September 11, 2001; and

WHEREAS, we also encourage all our citizens to honor the victims of September 11 by reaffirming their commitment to sustain patriotism through volunteerism, community involvement, and service.

NOW, THEREFORE, I, M. Steven Morris, Mayor of the City of Rockingham, NC do hereby Proclaim, Wednesday, September 11, 2013 as a "**Day of Remembrance, Service, and Unity**" and ask that we as citizens dedicate our time, talents, and energy to lift one another up and foster a new level of understanding and awareness. Let us honor the memory of all those who died by being of service to one another and by building the "stronger, more perfect union" our founding fathers called for.

This the 10th day of September, 2013.

Signed: _____
M. Steven Morris, Mayor

ATTEST:

Gwendolyn F. Swinney, CMC, City Clerk

**DEPARTMENTAL
ACTIVITY REPORTS
for
COUNCIL'S INFORMATION**

August-13

We are pleased to submit the monthly fire report on the activities undertaken by the Rockingham Fire Department during the month of August 2013.

Total Alarms:	<u>60</u>	In Town:	<u>58</u>	Out of Town:	<u>2</u>
Turn In Alarms:	<u>5</u>	Silent Alarms:	<u>55</u>	Structure:	<u>5</u>
Wrecks:	<u>29</u>	Alarm Malfunction:	<u>3</u>	Good Intent:	<u>14</u>
Smoke/Odor:	<u>0</u>	Vehicle fire :	<u>0</u>	Grass/Brush:	<u>1</u>
Electrical:	<u>2</u>	Gas spill:	<u>2</u>	Water Rescue:	<u>0</u>
False call:	<u>1</u>	Assist Ems:	<u>0</u>	Mutual Aid:	<u>0</u>
Co detector alarm:	<u>0</u>	Assist Police:	<u>1</u>	Bomb threat:	<u>2</u>

Total of 5 fires: 1-Cascades plant: 12 hours and 31 minutes 2-The Baker's House: 16 hours and 10 minutes 3- UCO Fabrics: 4 hours and 50 minutes 4- Cauthen Drive: 57 minutes 5- Joe's Towing: 1 hour and 36 minutes

Hours Spent on Calls: 87 hours and 40 minutes


Total Property Exposed to Fire:	<u>\$3,595,660.00</u>
Total Property Damaged by Fire:	<u>\$142,560.00</u>
Total Property Save:	<u>\$3,453,100.00</u>

During the month of August full time members of the fire department averaged 55 training hours per person; part-paid members averaged 4 hours per person for the month.

Public Life & Safety:

- ~Installed 4 car seats
- ~Held a CPR class at the station
- ~4 adults and 2 kids visited the station
- ~Opening Bids for new pumper is September 24th at 2pm
- ~470 in service at Station 2 small rescue truck that came in under budget; and was able to put the old brush truck back in service with cost savings
- ~Inspections: 12

Respectfully Submitted,



**Fire Chief
Charles C. Gardner**

Announcing the 2012 *Life Safety Achievement* Award

June 25, 2013

Charles C. Gardner
Rockingham Fire Department
231 S. Lawrence Street
Rockingham, NC 28379

Dear Chief:

Congratulations! Your fire department has been awarded the 2012 Operation Life Safety *Life Safety Achievement* Award, presented jointly by the National Association of State Fire Marshals Fire Research & Education Foundation and Grinnell Mutual Reinsurance Company.

Since 1994, *Life Safety Achievement* (LSA) Award has recognized fire departments for having outstanding fire safety statistics and prevention programs during the preceding calendar year. In recognition of the proactive fire prevention efforts that your organization has made toward improving your community's fire and life safety behaviors, we are pleased to present you with the 2012 *Life Safety Achievement* Award.

Since its inception, the *Life Safety Achievement* Award has been granted to fire departments across the country that have achieved zero fire deaths in the previous calendar year. Recognizing that zero fire deaths in 2012 may not fully reflect a fire departments prevention efforts and may be beyond their control, criteria were revised to include those that record a 10 percent reduction in fire fatalities as well as requiring documentation of an active and effective fire prevention program.

For many years, the Grinnell Mutual Reinsurance Company has sponsored this prestigious Award and has done so again this year. Enclosed you will find a certificate suitable for framing that recognizes your department's accomplishments, signed by your State Fire Marshal, the President of the National Association of State Fire Marshals (NASFM) Fire Research & Education Foundation and the President of Grinnell Mutual Reinsurance Company. In addition, we are providing you with a news release template that you can customize and use for informing your community of your significant fire prevention efforts, in time for Fire Prevention Week, October 6 - 12, 2013.

We congratulate you for the substantial commitment that you have made to make your community safer, and we thank you for participating in the *Life Safety Achievement* Award program.

If you have any questions about the Award, please submit your inquiry to the NASFM Fire Research & Education Foundation general help line at info@firemarshals.org

Sincerely,

J. William Degnan
President
NASFM Fire Research & Education Foundation



Rockingham Police Department



W.D. Kelly, Chief of Police

To: Monty Crump

WAK From: W. D. Kelly
Chief of Police

Date: September 4, 2013
Ref: August Activity Report

On behalf of the Rockingham Police Department, I am pleased to submit this report for your consideration. The following activities have been undertaken by officers of the Rockingham Police Department.

Total Calls for the Month:	<u>1090</u>
Animal Control Calls:	<u>44</u>
Alarm Calls	<u>145</u>
Escorts:	<u>87</u>
Unlock Vehicles:	<u>117</u>

Charges Generating Arrest:

Felonies:	<u>19</u>
Misdemeanors:	<u>115</u>
Drug Violations:	<u>13</u>
Juvenile:	<u>10</u>
Warrants Served:	<u>120</u>
Citations:	<u>146</u>

Accidents Reported/Investigated:

Property Damage only:	<u>46</u>
Personal Injury:	<u>12</u>

Officer Hours Spent in Court:	<u>55</u>
Officer Training Hours Logged	<u>270</u>

Items of interest:

We would like to congratulate Lt. Richard Greene and Detective Gillenwater for achieving their advanced certificates.

We are pleased the first day of school went without any major problems.

All officers did an outstanding job in the midst of the traffic associated with the first day of school.

To: Monty Crump, City Manager

From: Dave Davis, Parks and Recreation Director

Date: September 3, 2013

Subject: Activity Report

The following is an update on current Parks and Recreation activities.

Youth Soccer – All aspects of this program are in place or soon will be as we begin our twenty-first season of competition. If everything progresses accordingly we should complete our season the first week of November. Regular season play begins Saturday, September 7th.

Girls Softball – Our girls U-12 All-Star team will be recognized at this month's City Council meeting. These girls finished third in the Dixie Youth Softball World Series held in Bluffton, SC during the latter part of July.

Youth Volleyball – Registration has begun for this new program with hope that strong implied interest will materialize in actual workable numbers.

Civitan Park – During the late night/early morning hours of Sunday, August 18th this facility sustained substantial damage at the hands of vandals. Several gates and ball fields were either destroyed or mutilated to some degree. Our maintenance staff has been working diligently to repair all damaged areas and things should be back to normal in another week or so.