



Life. Well Crafted.

**A = Approved, A1 = Approved First Reading, A2 = Approved Second Reading, D = Deferred, NA = No Action, PH = Authorized Public Hearing, AD = Approval Denied**

**ACTION AGENDA**

Hickory City Council  
76 North Center Street

February 20, 2018  
7:00 p.m.

- I. Call to Order
- II. Invocation by Alderman Seaver
- III. Pledge of Allegiance
- IV. Special Presentations

**NA** A. Presentation by Community Groups Requesting Appropriations from the City Council during the Next Fiscal Year Beginning July 1, 2018. **(Exhibit IV.A.)**

The Council will not take action tonight. Action will be taken when the Council considers the City's annual budget in May or June. These presentations are made so Council Members can ask questions or make comments about the requests. Presenters will be allotted no more than five (5) minutes to make their presentations to Council.

Organization	Presentation By	Amount Requested
Catawba County Economic Development Corporation	Scott Millar	\$160,783
Catawba Science Center	Alan Barnhardt	\$20,000
Habitat for Humanity of Catawba Valley	Mitzi Gellman	\$9,735
Hickory Community Theatre	John Rambo	\$71,400
Hickory Downtown Development Association	Ernest Sills	\$50,000
Hickory Metro Convention & Visitors Bureau	Mandy Pitts Hildebrand and Bruce Eckard	\$25,000
SALT Block Foundation	Michael Thomas	\$100,000
United Arts Council of Catawba County	Ken Wilkinson	\$40,567

V. Persons Requesting to Be Heard

VI. Approval of Minutes

**A** A. Regular Meeting of February 6, 2018. **(Exhibit VI.A.)**

VII. Reaffirmation and Ratification of Second Readings. Votes recorded on first reading will be reaffirmed and ratified on second reading unless Council Members change their votes and so indicate on second reading.

**A2** A. Consideration of a Lease Amendment Agreement with Hickory Music Factory for their Use of the Former Parks and Recreation Department Administration Office Building Located at Jaycee Park. **(First Reading Vote: Unanimous)**

**A2** B. Approval of a Proposal with Loudoun Communications, Inc. in the Amount of \$522,728.50 for Hardware and Software Radio System Update. **(First Reading Vote: Unanimous)**

**A2** C. Budget Revision Number 14. **(First Reading Vote: Unanimous)**

VIII. Consent Agenda: All items below are considered to be routine by the City Council and will be enacted by one motion. There will be no separate discussion of these items unless a Council Member so requests. In which event, the item will be removed from the Consent Agenda and considered under Item IX.

**A** A. Special Events Activities Application, Hickory Hops, Connie Kincaid, Executive Director for Hickory Downtown Development Association, Government Avenue and 2<sup>nd</sup> Street SW. Set-up Begins at 7:00 a.m. and Clean-up will end at 11:00 p.m. Event Time 1:00 p.m. to 7:00 p.m. on April 21, 2018. **(Exhibit VIII.A.)**

**A** B. Special Events Activities Application, Downtown Hickory Art Crawls, Connie Kincaid, Executive Director for Hickory Downtown Development Association, Union Square, 3<sup>rd</sup> Street NW, 2<sup>nd</sup> Street NW, 1<sup>st</sup> Avenue NW, 1<sup>st</sup> Avenue SW, and 2<sup>nd</sup> Street SW, May 17, 2018, September 20, 2018 and October 31, 2018, Set-up Begins at 4:00 p.m. and Clean-up will end at 9:00 p.m. Event Time 1:00 p.m. to 7:00 p.m. **(Exhibit VIII.B.)**

**A** C. Special Events Activities Application, Hickory Oktoberfest 2018, Connie Kincaid, Executive Director for Hickory Downtown Development Association, Blocks within Boundaries of 3<sup>rd</sup> Street NW (W), Government Avenue SW (S), October 12, 13, and 14, 2018, Set-up Begins October 11 at 2:00 p.m. and Clean-up will end October 14, 2018 at 11:00 p.m. Event Time: October 12 – 12:00 p.m. to 11:00 p.m.; October 13 – 10:00 a.m. to 11:00 p.m.; October 14 – 12:00 p.m. to 5:00 p.m. **(Exhibit VIII.C.)**

**A** D. Citizens' Advisory Committee Recommendations for Assistance through the City of Hickory's Housing Programs. **(Exhibit VIII.D.)**

*The following request was considered by the Citizens' Advisory Committee at their regular meeting on February 1, 2018.*

*The following applicant is being recommended for approval for assistance under the City of Hickory's 2017 Urgent Repair Program. This program provides qualified low income citizens with assistance for emergency related repairs not to exceed \$8,000.*

➤ *Judy Price, 116 4<sup>th</sup> Street SE, Hickory, not to exceed \$8,000*

*The Citizens' Advisory Committee recommends approval of the aforementioned request for assistance through the City of Hickory's housing assistance programs.*

**A** E. Approval of a Resolution to Declare Library Materials as Surplus and Donate the Materials to the Friends of the Library. **(Exhibit VIII.E.)**

*Staff requests approval of a Resolution to declare surplus 5,088 discarded library materials. These materials will be donated to the Friends of the Library to be sold at the Friends "Corner Book Store" at Patrick Beaver Memorial Library and/or at the October 2018 book sale. The sale of the donated and discarded books is the primary fundraising activity of the Friends of the Library, and discarded library materials comprise a significant portion of their inventory. The sale of these items ultimately benefits the library and is an appropriate means of disposing of unneeded materials. Public notice was advertised in the Hickory Daily Record on February 9, 2018. Staff recommends Council's approval of the Resolution to declare the library materials as surplus and donate the materials to the Friends of the Library for their use at the annual October book sale and/or the "Corner Book Store".*

- A**      **F.**      Approval of a Resolution to Donate Reserve Engine 13, a 1989 Emergency One (E-One) Fire Truck to Western Piedmont Community College. **(Exhibit VIII.F.)**

*Hickory Fire Department requests approval to donate surplus Reserve Engine 13, asset number 53000588, a 1989 Emergency One (E-One), (VIN 46JBAA80K1002765) to Western Piedmont Community College for their Emergency Services Training Center. This apparatus will be utilized by Hickory Fire Department during training sessions that personnel attend along with the training of recruit firefighters enrolled in the community college programs. This engine served at Fire Station 6 on North Center Street as a front-line pumper up until 2004/2005, when it was moved to Fire Station 5 on Sweetwater Road and designated as a reserve unit. At the beginning of 2017, the apparatus' engine was found to have internal problems that would be cost prohibitive to continue to utilize the vehicle as a reserve apparatus. In March 2017, the apparatus was removed from any further use as a response apparatus and all salvageable equipment has since been removed from the apparatus. This apparatus was approved by Council as surplus on June 20, 2017. The 1989 Emergency One apparatus has met its life expectancy within the department and has no value as a front-line apparatus. The community college is aware that the apparatus has not received its annual maintenance or service test since the apparatus was taken out of service. Public notice was advertised in the Hickory Daily Record on February 12, 2018. Fire department staff recommends approval of the Resolution authorizing the donation of Reserve Engine 13, 1989 Emergency One (E-One) to Western Piedmont Community College.*

- A**      **G.**      Approval of a Proclamation for Arbor Day, April 21, 2018. **(Exhibit VIII.G.)**

- A1**     **H.**      Approval of a Five Year Master Contract with Talbert, Bright & Ellington for Professional Engineering and Planning Services. **(Exhibit VIII.H.)**

*Staff requests City Council's approval of a five year Master Contract with Talbert, Bright & Ellington (TBE) for engineering, planning and related services for the Hickory Regional Airport (HRA). The Hickory Regional Airport has used TBE since 2002 and finds their engineering services to be professional, thorough and in the best interest of the City. Entering into a new Master Contract with TBE will ensure continued professional engineering services for the future development of the airport. The engineering services will include, but not be limited to, the design and construction phases of runway extensions, runway safety areas, airfield pavement overlays, taxiways, aircraft aprons, airfield lighting, NAVAID's, instrument landing systems, fueling systems, hangars, terminal site work and other projects determined by the City of Hickory. Services may also include, assisting with land acquisition, master planning, feasibility studies, miscellaneous planning and other planning and environmental projects as determined by the City of Hickory. Services to include subcontracted special services such as surveying, geotechnical, environmental and quality assurance testing. The contract also includes the securing of federal monies for Airport Improvement Program projects, and other major improvements related to the HRA. Also included is project development, design-bidding and construction phases along with preparation of grant filing. The method of payment and the amount for specified services will be detailed in a Work Authorization for Council's approval. Said contract contains the option to extend for an additional five (5) years. The Hickory Regional Airport advertised in the Hickory Daily Record and on the City's website a Request for Qualifications for professional airport engineering and planning services. City Engineer Patton opened bid packages and found TBE's statement of qualifications qualified them to continue to provide engineering services to the HRA. Staff recommends Council's approval to enter five year Master Contract with Talbert, Bright & Ellington for professional engineering and planning services.*

- A1**     **I.**      Approval of the Work Authorization with Talbert, Bright & Ellington, Inc. Regarding Grant 36244.33.12.1 in the Amount of \$79,843.89. **(Exhibit VIII.I.)**

*Staff requests City Council's approval of Talbert, Bright & Ellington, Inc.'s Work Authorization in the amount not to exceed \$79,843.89 regarding NCDOT-DOA Grant*

36244.33.12.1 for the design and bidding phase of Runway 6-24 Obstruction Removal Project. This Work Authorization will provide basic and special professional services for the design-bidding phase that includes an obstruction survey. The obstruction removal along the end of Runway 6 is based upon a previous ANA/LPV survey that identified the tallest trees in the approach and the weeding out of other adjacent trees that penetrate the approach surface. A new obstruction survey is needed to determine all of the obstruction to the approach to Runway 6. These obstructions are impacting the existing approach procedure to Runway 6 and have resulted in nighttime restrictions to the approach procedure. This project will also include preparation of separate plans for trees penetrating Runway 6 approach surfaces, preparation of separate plans for trees penetrating Runway 24 approach surfaces, and conducting two separate bids for the Runway 6 Obstruction Removal and for the Runway 24 Obstruction projects. Authorization is in the amount of \$79,843.89 and will be paid out of 36244.33.12.1 Grant funds. The State share will be \$71,859, 90 percent, and the local share will be \$7,984.89, 10 percent. The NCDOT-DOA has approved grant 36244.33.12.1 in the amount of \$79,843.89. Staff recommends City Council's approval of Talbert, Bright & Ellington, Inc.'s Work Authorization regarding Grant 36244.33.12.1 in the amount of \$79,843.89.

**A1 J. Budget Revision Number 15. (Exhibit VIII.J.)**

1. To recognize a \$2,000 donation from the Hickory Elks Lodge for the 2018 annual Easter Egg Hunt.

**IX. Items Removed from Consent Agenda**

**X. Informational Item**

**XI. New Business:**

**A. Public Hearings**

**B. Departmental Reports:**

- A**
1. Approval of Revisions to the Vacant Building Revitalization Forgivable Loan and Demolition Grant Program - Presentation by Community Development Manager Dave Leonetti. **(Exhibit XI.B.1.)**

*Staff requests approval of revisions to the Vacant Building Revitalization Forgivable Loan and Demolition Grant Program. When City Council made the decision to pause the Vacant Building Revitalization program in 2017, staff conducted a review of the program to ensure that it was functioning as intended. Minor clarifications and adjustments that clarify the program guidelines and purpose of the program were made. The following list highlights the changes.*

1. *An introductory paragraph makes reference to the Community Development statute, which will now serve as the statutory authority for the grant. This statute better fits the purpose of the grant and also does not require a public hearing. City Council will still be the authority to approve applications.*
2. *The funds for the revitalization grant have been treated as a forgivable loan for the past approximately 8 years. The updated guidelines emphasize this change by calling the revitalization portion of the program a forgivable loan as opposed to a grant.*
3. *Some redundant sections of text were deleted.*
4. *The "Features of the Program" section was re-ordered to have a general section, a section for the revitalization forgivable loan, and the demolition grant. It had previously been one long bulleted section. Staff feels that this makes the eligibility criteria and program features easier to understand.*

5. *A provision was added to ensure that a continuing zoning violation was considered a breach of the forgivable loan standards.*

*Staff recommends Council's approval of the proposed revisions to the Vacant Building Revitalization Forgivable Loan and Demolition Grant Program.*

**A** 2. Appointments to Boards and Commissions

**BOND IMPLEMENTATION COMMISSION**

(Terms Expiring 2-1; 3 Year Terms) (Appointed by City Council)

Alderman Ward 2 Appoints

Jennifer Beane expires 2-1-18 eligible for reappointment  
 Kay Schmucker expires 2-1-18 eligible for reappointment

(Note: The representatives for Ward 2 will continue serving until such time as the Ward 2 Alderman appoints or reappoints these positions.)

***Ex-Officio Members to Bond Implementation Commission  
 (Appointed by Boards and Commissions)***

Business Development Committee

**Dana Chambers Not Eligible**

Catawba County Chamber of Commerce

**Will Locke Not Eligible**

Citizens Advisory Committee Reappointed Cliff Moone

Community Appearance Commission

**Charlie Hayes Not Eligible**

Parks and Recreation Commission Appointed Jim Rogers

Recycling Advisory Board Appointed Robert "Bob" Warmuth

Youth Council Appointed Emma Lail

**COMMUNITY APPEARANCE COMMISSION**

(Terms Expiring 6-30; 3-Year Terms) (Appointed by City Council)

Ward 2 (Alderman Ward 2 Appoints)

VACANT

**COMMUNITY RELATIONS COUNCIL**

(Terms Expiring 6-30; 3-Year Terms) (Appointed by City Council)

Caucasian (Council Appoints) Eddie Beard Resigned 2-12-18

VACANT

Other Minority (Council Appoints)

VACANT

Other Minority (Council Appoints)

VACANT

Other Minority (Council Appoints)

VACANT

**Alderman Zagaroli Appointed Mandy Pitts Hildebrand as a Caucasian Representative on the Community Relations Council**

**HICKORY REGIONAL PLANNING COMMISSION**

(Terms Expiring 6-30; 3-Year Terms With Unlimited Appointments)

(Appointed by City Council)

Burke County (Mayor Appoints)

VACANT

**HISTORIC PRESERVATION COMMISSION**

(Terms Expiring 6-30; 3-Year Terms (Appointed by City Council)

Building Trades Profession (Council Appoints)

VACANT

**INTERNATIONAL COUNCIL**

(Appointed by Mayor with the Concurrence of City Council)

(1) Positions

VACANT

**LIBRARY ADVISORY BOARD**

(Terms Expiring 6-30; 3-Year Terms) (Appointed by City Council)  
At-Large (2) (Mayor Appoints)

VACANT

**Mayor Guess Appointed Whitney Coble as At-Large (2) Representative on the Library Advisory Board**

**PARKS AND RECREATION COMMISSION**

(Terms Expiring 6-30; 3-Year Terms) (Appointed by City Council)  
At-Large Minority (1) (Council Appoints)  
(David Williams no longer eligible)

VACANT

**PUBLIC ART COMMISSION**

(Terms Expiring 6-30; 3-Year Terms) (Appointed by City Council)  
Ward 4 (Williams Appoints)

VACANT

**PUBLIC HOUSING AUTHORITY**

(Terms Expiring 6-30; 5-Year Terms) (Appointed by the Mayor)  
Position 9

VACANT

**RECYCLING ADVISORY BOARD**

(Terms Expiring 6-30; 3-Year Terms) (Appointed by City Council)  
Ward 4 (Williams Appoints)

VACANT

**YOUTH COUNCIL**

(Terms Expiring 6-30; 1-Year Terms) (Appointed by City Council)  
Challenger High School Representative  
Homeschool Representative  
St. Stephens High School Representative

VACANT

VACANT

VACANT

- C. Presentation of Petitions and Requests
- XII. Matters Not on Agenda (requires majority vote of Council to consider)
- XIII. General Comments by Members of Council, City Manager or City Attorney of a Non-Business Nature
- XIV. Closed Session Per NC General Statutes 143-318.11(a)(1)(3)(4) to consult with the attorneys regarding the following: (Action on these items, if any, will occur in Open Session)
  - 1. *Approval of Closed Session Minutes of February 6, 2018 - NCGS §143-318.11(a)(1)*
  - 2. *Discussion of Potential Litigation - NCGS §143-318.11(a)(3)*
  - 3. *Discussion of Potential Economic Development - NCGS §143-318.11(a)(4)*
- XV. Adjournment

**\*Hickory City Code Section 2-56. Public Address to Council:**

**“When conducting public hearings, considering ordinances and otherwise considering matters wherein the public has a right to be heard, when it appears that there are persons present desiring to be heard, the Mayor shall require those opposing and favoring the proposed action to identify themselves. Each side of the matter shall be given equal time. Those opposing the proposed action shall be allowed 15 minutes for presentation, followed by 15 minutes for those favoring the action, with the opponents then to have five minutes for rebuttal and the proponents to then have five minutes for surrebuttal. Those persons on either side shall have the right to divide their allotted time among them as they may choose. The Council, by majority vote, may extend the time for each side equally. On matters in which the person desiring to address the Council does not have a legal right to speak, the Council shall determine whether it will hear the person. The refusal to hear a person desiring to speak may be based upon grounds that the subject matter is confidential, that its public discussion would be illegal, that it is a matter not within the jurisdiction of the Council or for any other cause deemed sufficient by the Council. Any person allowed to speak who shall depart from the subject under discussion or who shall make personal, impertinent or slanderous remarks, or who shall become boisterous while addressing the Council shall be declared out of order by the Mayor, or by vote of the Council, and barred from speaking further before the Council unless permission to continue shall be granted by a majority vote of the Council, under such restrictions as the Council may provide.”**

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