



FAYETTEVILLE CITY COUNCIL
WORK SESSION AGENDA
FEBRUARY 7, 2011
5:00 P.M.
LAFAYETTE ROOM

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1.0 CALL TO ORDER

2.0 INVOCATION

3.0 APPROVAL OF AGENDA

4.0 OTHER ITEMS OF BUSINESS

4.1 City Council Policy 135.1 - Non-profit Funding

- a) Arts Council Distribute Funding Process for Arts and Cultural Services

PAGE: 1

Presenter(s): Deborah Martin Mintz, Executive Director
Arts Council of Fayetteville/Cumberland County

- b) Community Development's Non-Profit Funding Application Process

PAGE: 17

Presenter(s): Victor Sharpe, Community Development Director

4.2 Revision to the Purchasing Policy for Local Business Support

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Presenter(s): Karen McDonald, City Attorney

4.3 Equal Employment Opportunity (EEO) Report / Recruitment Process Update

PAGE: 21

Presenter(s): John Kuhls, Human Resource Development Director

4.4 Street Paving Selection Process

PAGE: 22

Presenter(s): Jeffery Brown, Engineering and Infrastructure Director

4.5 Maintenance Standards for Private Streets

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Presenter(s): Jeffery Brown, Engineering and Infrastructure Director

4.6 UDO Zoning Implementation Process Update

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Presenter(s): Kristoff Bauer, Assistant City Manager
Karen Hilton, Planning and Zoning Manager

4.7 Site Solutions Proposal for Assisting with Bond Package

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Presenter(s): Michael Gibson, Parks and Recreation Director

4.8 Revenue and Expenditure Report for Annually Budgeted Funds for the Four-Month Period Ended October 31, 2010 and 2009

PAGE: 30

Presenter(s): Dale Iman, City Manager

4.9 Council Member Request(s): (In order of receipt date)

(a) Council Member Mohn - Revise Council Policy 115-11 "Replacing A Vacancy on the City Council"

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(b) Mayor Chavonne - Request to Study a Reduction in Sewer Extension Schedule for Phase V Annexation Areas

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(c) Mayor Chavonne - Request to Study a Reduction in the 8% Interest Rate for Sewer Assessments

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5.0 ADJOURNMENT

CLOSING REMARKS

POLICY REGARDING NON-PUBLIC HEARING AGENDA ITEMS

Anyone desiring to address the Council on an item that is not a public hearing must present a written request to the City Manager by 10:00 a.m. on the Wednesday preceding the Monday meeting date.

POLICY REGARDING PUBLIC HEARING AGENDA ITEMS

Individuals wishing to speak at a public hearing must register in advance with the City Clerk. The Clerk's Office is located in the Executive Offices, Second Floor, City Hall, 433 Hay Street, and is open during normal business hours. Citizens may also register to speak immediately before the public hearing by signing in with the City Clerk in the Council Chamber between 6:30 p.m. and 7:00 p.m.

POLICY REGARDING CITY COUNCIL MEETING PROCEDURES SPEAKING ON A PUBLIC AND NON-PUBLIC HEARING ITEM

Individuals who have not made a written request to speak on a nonpublic hearing item may submit written materials to the City Council on the subject matter by providing twenty (20) copies of the written materials to the Office of the City Manager before 5:00 p.m. on the day of the Council meeting at which the item is scheduled to be discussed.

Notice Under the Americans with Disabilities Act (ADA): The City of Fayetteville will not discriminate against qualified individuals with disabilities on the basis of disability in the City's services, programs, or activities. The City will generally, upon request, provide appropriate aids and services leading to effective communication for qualified persons with disabilities so they can participate equally in the City's programs, services, and activities. The City will make all reasonable modifications to policies and programs to ensure that people with disabilities have an equal opportunity to enjoy all City programs, services, and activities. Any person who requires an auxiliary aid or service for effective communications, or a modification of policies or procedures to participate in any City program, service, or activity, should contact the office of Ron McElrath, ADA Coordinator, at rmcelrath@ci.fay.nc.us, (910) 433-1696, or the office of Rita Perry, City Clerk at cityclerk@ci.fay.nc.us, (910) 433-1989, as soon as possible but no later than 72 hours before the scheduled event.

CITY COUNCIL ACTION MEMO

TO: Mayor and Members of City Council
FROM: Dale Iman, City Manager
DATE: February 7, 2011
RE: **City Council Policy 135.1 - Non-Profit Agency Funding**

THE QUESTION:

Does the City Council wish to revise City Council Policy 135.1 to change the manner in which funding for non-profit agencies is decided?

RELATIONSHIP TO STRATEGIC PLAN:

Guiding Principle C - Leisure Opportunities for all
Guiding Principle J - Inclusive Community With Diverse Cultures and Rich Heritage
Goal 3 - More Efficient City Government - Cost Effective Service Delivery
Objective 4 - Producing results following the Strategic Plan and Budget

BACKGROUND:

Each year, the City of Fayetteville provides funding to non-profit agencies using City Council Policy 135.1. Recently the question has been raised regarding that decision-making process. City Council requested staff present more detailed information about how the selection process is handled by the Arts Council and the City's Community Development Department.

The City of Fayetteville historically funded a small group of non-profit agencies through general fund appropriations. In 1995 City Council Policy 135.1 was established to guide the process of appropriating funds for non-profit agencies. In August of 2001, an initiative was put in place to ask the State legislature to change the occupancy tax rate and the model for disbursement of revenue. The new model would provide a growing, dedicated source of revenue from the occupancy tax for the Arts Council and the Convention and Visitors Bureau. The Arts Council was charged with the task of soliciting and distributing funding to non-profits throughout the City.

The attached memorandum outlines the benefits of the legislative proposal and recommended approval. It is worth noting that the fifth bullet in the memorandum states, "Successfully begins the process of informing outside agencies that City funding will be reduced over the coming years and directing them to seek other means of funding, freeing up City funds for core City businesses and relieving pressure on the tax rate".

The approved FY2011 General Fund Budget included funding for non-profit agencies at 75% of the previously approved level of funding. This action is consistent with the expressed desire to encourage the non-profit agencies to look for alternative means of balancing their annual budgets. During the FY2011 budget process several City Council members asked that the issue be brought to a work session for full discussion early in the FY2012 budget development process.

ISSUES:

Does the City Council wish to continue funding for non-profit agencies?

BUDGET IMPACT:

The FY2011 budget provided a total of \$229,875.00 to the following agencies:

Arts Council	\$75,000
Airborne & Special Operations Museum	\$56,250
Friends of the Park (for Fascinate U Children's Museum)	\$48,000
Women's Center	\$28,125
Child Advocacy Center	\$22,500

OPTIONS:

1. Solicit for additional funding of non-profit agencies.
2. Gradually reduce funding for non-profit agencies.
3. Maintain current level of funding for non-profit agencies.

RECOMMENDED ACTION:

Provide staff direction based on City Council consensus.

ATTACHMENTS:

City Council Policy 135.1

SUBJECT - OUTSIDE ORGANIZATIONS Funding	Number 135.1	Revised	Effective Date 1-23-95	Page 1 of 3
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I. Definition:

- A. An outside organization is defined as a nonprofit organization incorporated by the State of North Carolina and which is not a Joint City-County Agency.

II. Eligibility:

- A. Eligibility is limited to nonprofit organizations which have a central office in the City and which have a community service function considered to be of significant importance to the City and which have been established for at least 90 days.
- B. The organization must be governed by a Board of Trustees or a Board of Directors. Either Board must have minority representation.
- C. The organization must assure that it does not aid or perpetuate discrimination on the basis of handicap in providing any aid, benefit, or service as pursuant to Section 504 of the Rehabilitation Act of 1973, as amended.

III. Application:

- A. Each applying organization must submit a copy of its Bylaws, a list of the membership on the governing board, a satisfactory statement of problem definition and anticipated solution and a proposed budget showing anticipated revenues and expenditures. These materials along with the request for appropriation must be submitted by March 22 to the City Manager's Office. Along with the proposed budget the agency must submit a statement of previous funding sources as well as funding sources for the fiscal year for which funding is requested in such detail as may be required by the City Manager.

IV. Funding:

- A. Appropriations shall be made for a fiscal year period beginning July 1 and ending June 30.

SUBJECT - OUTSIDE ORGANIZATIONS Funding	Number 135.1	Revised	Effective Date 1-23-95	Page 2 of 3
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B. Monetary disbursements shall be made by quarter and only after a review of quarterly operations and financial statements and pre-audit by the Internal Audit office of the Finance Department. Quarterly operational and financial statements shall be in such detail as required by the Finance Director acting in compliance with the fiscal control laws of the State of North Carolina pertaining to local government. These quarterly reports must be submitted to the office of Internal Audit in the Finance Department, City Hall, 433 Hay Street, Fayetteville, North Carolina. If after a review of the previous quarterly financial report, it is determined that expenditures were made which were not in compliance with the fiscal control laws, the amount of those expenditures may either be deducted from the next quarter's appropriation or the next quarter's appropriation may be withheld, depending on whichever is recommended by the City Manager.

C. At any time the City Manager deems necessary or appropriate, an Internal Audit may be made of the organization's books or records to assure the accuracy and reliability of the financial condition of the organization.

V. Early Termination:

A. The City Council may terminate any grant at the end of any quarterly period.

VI. End of Fiscal Year:

A. Organizations must provide the City a certified audit or other audit by independent auditors approved by the City Manager of their financial operation for the grant period.

B. All unused funds, on a proposed basis of the entire certified revenue and expenditure audit, must be returned to the City's General Fund.

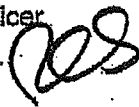
SUBJECT - OUTSIDE ORGANIZATIONS Funding	Number 135.1	Revised	Effective Date 1-23-95	Page 3 of 3
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- C. Application for renewal grants, for each one-year period, must be made on the same requirement basis as the original grants. The City Council, at its option, may deny renewal grants.



City Manager's Office

Memorandum

To: Mayor and Members of City Council
CC: James Martin, County Manager
John Meroski, Convention and Visitors' Bureau
Deborah Mintz, Arts Council
Lisa Smith, Chief Financial Officer
From: Roger L. Stancil, City Manager 
Date: 8/19/01
Re: Occupancy tax

Attached are letters from the Arts Council, the Fayetteville Area Hospitality Association and the Convention and Visitors' Bureau (CVB), all endorsing the same plan for the increase of the occupancy tax. This agreement has been reached in a manner that gives me great hope that our community decision-making processes are maturing and that we can resolve our differences locally to present a united front to the General Assembly and others.

This matter is on your agenda for Monday night. I recommend that you also endorse this agreement to the legislative delegation so they can immediately introduce appropriate legislation.

The agreement accomplishes the following objectives:

- Achieves the Arts Council desire to have a dedicated funding source with potential for growth;

- Moves toward the Arts Council's stated goal of a minimum of \$800,000 annual funding from local government sources;
- Recognizes the importance, and current plight, of the hospitality industry in Fayetteville;
- Recognizes and funds the need for additional funding for marketing our community and its assets;
- Gives the CVB and the Arts Council a common objective (growth in the occupancy tax through increased occupancy of hotel rooms) that will stimulate their cooperative efforts;
- Successfully begins the process of informing outside agencies that City funding will be reduced over the coming years and directing them to seek other means of funding, freeing up City funds for core City businesses and relieving pressure on the tax rate. This effort begins to achieve your two **High Priority Policy Targets for 2001: Long-term Financial Policy and Community Information and Marketing Plan.**

What does this agreement mean for the City, and the County? The bottom line is that your contribution to the Arts Council would not be reduced immediately but over the next few years. The agreement only works if you agree to that concept. The chart below outlines the result, assuming the current revenue from the occupancy tax of \$400,000 per year per penny levied, with half of the additional tax going to the Arts Council and half to the CVB; City and County contributions gradually decrease but support a gradually increasing total for the Arts Council.

Fiscal year	City	County	Occupancy tax	Arts Council
2001-02 \$.01 effective 01/01/02	\$ 250,000	\$ 205,000	\$ 100,000	\$ 555,000
2002-03 No change	\$ 200,000	\$ 200,000	\$ 200,000	\$ 600,000
2003-04 \$.02 effective 01/01/04	\$ 175,000	\$ 175,000	\$ 300,000	\$ 650,000
2004-05 \$.03 effective 01/01/05	\$ 125,000	\$ 125,000	\$ 500,000	\$ 750,000
2005-06	\$ 100,000	\$ 100,000	\$ 600,000	\$ 800,000

August 19, 2001

I recommend that you commit to the level of annual funding shown above on the amount needed to reach the total in the last column, whichever is less. Our hope is the hotel business will grow and, therefore, the proceeds from the occupancy tax will grow.

I also recommend that you request the Arts Council to present you with their plans for this growth in funding and the CVB to present you their plans for marketing the community with these additional funds.

I am sending you this information today so you will know the agreement reached by the CVB and the Arts Council before your meeting tomorrow. If you would like to discuss this with me, I will be at home this afternoon (485-2477), or you may call 988-6451 and leave a message. I will return your call in a timely manner.

**2001 - MEETING MINUTES CITY OF FAYETTEVILLE NORTH CAROLINA /
REGULAR MEETING AUGUST 20, 2001 / 3. / B. Appearance by Deborah Martin
Mintz, Executive Director, Fayetteville/Cumberland County Arts Council,
regarding the proposed increase in occupancy tax for Fayetteville-Cumberland
County.**

**B. Appearance by Deborah Martin Mintz, Executive Director,
Fayetteville/Cumberland County Arts Council, regarding the proposed increase in
occupancy tax for Fayetteville-Cumberland County.**

Ms. Deborah Mintz, Executive Director of the Arts Council of Fayetteville and Cumberland County, presented this item on behalf of the Arts Council and the Fayetteville Area Hospitality Association and the Convention and Visitors Bureau.

Ms. Mintz presented the following proposal to increase the occupancy tax in Cumberland County by 3 percent with the following conditions:

1% increase January 1, 2002
50% to Fayetteville Convention and Visitors Bureau
50% to Arts Council

No tax increase in 2003

1% increase in 2004
50% to Fayetteville Convention and Visitors Bureau
50% to Arts Council

1% increase in 2005
50% to Fayetteville Convention and Visitors Bureau
50% to Arts Council

Ms. Mintz stated that the support of both the City of Fayetteville and Cumberland County was crucial to the success of this proposal.

Mayor McBryde requested Mr. Cam Stout, Chair of the Fayetteville Area Convention and Visitors Bureau Board of Directors, to verify that the proposal presented by Ms. Mintz was the same proposal his organization had agreed upon. Mr. Stout replied in the affirmative.

The following chart was used to outline the results of the proposal:

<u>Fiscal Year</u>	<u>City</u>	<u>County</u>	<u>Occupancy Tax</u>	<u>Arts Council</u>
2001-02 \$.01 effective	\$250,000	\$205,000	\$100,000	\$555,000

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01/01/02

2002-03	\$200,000	\$200,000	\$200,000	\$600,000
No Change				

2003-04	\$175,000	\$175,000	\$300,000	\$650,000
\$.02 effective 01/01/04				

2004-05	\$125,000	\$125,000	\$500,000	\$750,000
\$.03 effective 01/01/05				

2005-06	\$100,000	\$100,000	\$600,000	\$800,000
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MOTION: Councilmember Milligan moved (1) to endorse the agreement to the legislative delegation so that they can immediately introduce the appropriate legislation; (2) to commit to the level of annual funding shown on the chart or the amount needed to reach the goal in the last column of the chart, whichever is less; (3) that the Arts Council present to the Council their plans for the growth in this funding; and (4) that CVB present their plans for marketing the community with these additional funds.

SECOND: Councilmember Fogleman

Councilmember Worthy inquired if this action would bind future councils. Mayor McBryde stated any other council could do as they please in regards to the budget and this action would not bind their funding.

Councilmember Robertson stated he could not support the motion because he did not mind maintaining current funding as long as it was needed, but he did not think there should be a glimmer of hope for the Arts Council that if anything happened to their outside funding the City would pick it up and that was what the motion stated.

City Manager Roger Stancil stated Councilmember Milligan's motion said whichever is lesser of the amount of the chart or the amount to make it to \$800,000.00 total. Therefore it would not be more than what was seen under the City block of the chart but the intent would be that what is listed under City would be the most the City would fund. Mr. Stancil also stated that if the occupancy tax produced more than \$400,000.00 annually, then the City would reduce their contribution.

Councilmember Robertson stated he could vote for that.

Mayor Pro Tem Pitts stated that he wanted the Arts Council to recognize that although the Council had good intentions this would be binding for only about three months or when the

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current fiscal budget ends.

VOTE: UNANIMOUS

RESOLUTION

SUPPORTING AN INCREASE IN THE OCCUPANCY TAX LEVIED IN CUMBERLAND COUNTY

WHEREAS, the Fayetteville Area Convention & Visitors Bureau (FACVB) is the official agency for the City of Fayetteville charged with the promotion of travel and tourism; and

WHEREAS, the City of Fayetteville is strongly interested in economic development through tourism, the third largest industry in the state, in order to promote the general economic well-being of all its citizens; and

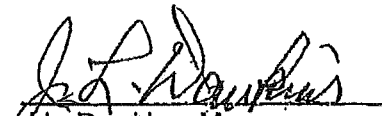
WHEREAS, the FACVB has proposed to expand its program of work to include image advertising, national publicity, a film commission, a sports commission, local community marketing, a historic trolley tour, funding for an expanded Dogwood Festival and other projects highly desirable to the city; and

WHEREAS, the new programs proposed by the FACVB will require additional funding through an increase from three to six percent in the occupancy tax levied in Cumberland County; and

WHEREAS, the FACVB and the Fayetteville Area Hospitality Association have endorsed the proposed increase in the occupancy tax provided all new revenues are dedicated to travel and tourism promotion through the FACVB and the majority of the Board of Directors of the FACVB remain members of the hotel industry;

NOW, THEREFORE BE IT RESOLVED, that the City of Fayetteville endorses an increase in the occupancy tax levied in Cumberland County for the purposes and manner as herein described.

ADOPTED THIS 23rd DAY OF AUGUST, 1999.


J.L. Dawkins, Mayor
City of Fayetteville

GENERAL ASSEMBLY OF NORTH CAROLINA
SESSION 2001

SESSION LAW 2001-484
SENATE BILL 348

AN ACT TO AUTHORIZE CUMBERLAND COUNTY TO INCREASE ITS
OCCUPANCY TAX AND TO MAKE OTHER ADMINISTRATIVE CHANGES
TO ITS OCCUPANCY TAX.

The General Assembly of North Carolina enacts:

SECTION 1. Chapter 983 of the 1983 Session Laws reads as rewritten:

"Section 1. It is the purpose and intent of this act to provide Cumberland County the authority to levy a transient occupancy tax as hereinafter set forth.

Sec. 2.

(a) Authorization and Scope. - Cumberland County is hereby authorized to impose and levy a tax not to exceed three percent (3%) of the gross receipts of any person, firm, corporation or association derived from the rental of any sleeping room or lodging furnished in any hotel, motel, or inn located in Cumberland County and subject to the ~~three percent (3%) sales tax levied imposed by the State of North Carolina, under G.S. 105-164.4(a)(3).~~ This tax is in addition to any State or local sales tax. The tax shall not apply, however, to any room or rooms, lodging or accommodations supplied to the same person for a period of 90 continuous days or more. The tax shall also not apply to sleeping rooms or lodgings furnished by charitable, educational, benevolent or religious institutions or organizations not operated for profit.

(a1) Additional Tax. - In addition to the tax authorized by subsection (a) of this section, the Cumberland County Board of Commissioners may levy a room occupancy tax of up to three percent (3%) of the gross receipts derived from the rental of accommodations taxable under that subsection. The tax authorized by this subsection may not be levied earlier than January 1, 2002. The levy, collections, administration, use, and repeal of the tax authorized by this subsection shall be in accordance with this act. Cumberland County may not levy a tax under this subsection unless it also levies a tax under subsection (a) of this section. The rate of tax levied under this subsection may not exceed the applicable maximum provided in the chart below based on the period for which it is in effect:

<u>Period</u>	<u>Maximum</u>
After 1/1/2002	1%
After 1/1/2004	2%
After 1/1/2005	3%

(b) Administration. - A tax levied under this act shall be levied, administered, collected, and repealed as provided in G.S. 153A-155. The penalties provided in G.S. 153A-155 apply to a tax levied under this act. Before adopting or amending an ordinance imposing and levying such a tax, the Board of Commissioners shall hold a public hearing on the ordinance or amendment. The Board shall cause notice of the hearing to be published not less than 10 days nor more than 25 days before the date fixed for the hearing.

Sec. 3.

(a) ~~Such tax, if levied, shall be due and payable to the county in monthly installments on or before the 15th of the month next succeeding the month in which the tax accrues. Every person, firm, corporation or association liable for the tax imposed pursuant to this act shall, on or before the 15th day of each month, prepare and render a~~

~~return on a form prescribed by the county, a true and correct statement showing the total gross receipts derived in the preceding month from rentals upon which the tax is levied. Collection of the tax, and liability therefor, shall begin and continue only on and after the first day of the calendar month set by the board of commissioners in the ordinance levying the tax.~~

~~(b) Any person, firm, corporation or association who fails or refuses to file the return required by this act shall pay a penalty of ten dollars (\$10.00) for each day's omission.~~

~~(c) Any person, firm, corporation or association who willfully attempts in any manner to evade the occupancy tax, if levied on any person required to pay the occupancy tax, or to make a return and who willfully fails to pay such tax or make and file such return, shall, in addition to the penalties provided by law, be guilty of a misdemeanor and shall be punished by a fine not to exceed one thousand dollars (\$1,000) or by imprisonment not to exceed six months, or by both such fine and imprisonment.~~

~~Sec. 4. Distribution and use of the first three percent (3%). Cumberland County shall allocate the net proceeds collected as follows:~~

~~(a) Cumberland County shall retain three percent (3%) of the gross proceeds of the tax collected to compensate it for any administrative or collection expenses incurred in implementing this program. "Net Proceeds" shall mean gross taxes collected less any monies retained by the county for administrative and collection expenses.~~

~~(b)(a) Fifty The first fifty percent (50%) of the net proceeds from the tax in a fiscal year of the occupancy tax levied under subsection (a) of Section 2 of this act shall be retained by the county and shall be allocated for the benefit of the Cumberland County Auditorium Commission to help finance major repairs, renovation, rehabilitation, or other capital improvements to its existing facilities and any new additions. These funds may also be utilized by the Commission as approved by the county board of commissioners for financing construction of new convention oriented or multipurpose facilities. These funds will not be used for the acquisition, construction, renovation, or operation of any sleeping room or overnight lodging. These funds shall be budgeted, appropriated, and expended under the auditorium budget through regular county budgeting appropriation and expenditure methods.~~

~~(c)(b) Fifty The remaining fifty percent (50%) of the net proceeds from the tax in a fiscal year shall be designated, within the auditorium commission budget of the occupancy tax levied under subsection (a) of Section 2 of this act collected through June 30, 2002, shall, on a quarterly basis, be remitted to the Fayetteville Area Convention and Visitors Bureau specifically for advertising the auditorium and promoting travel and tourism within the County of Cumberland. Beginning on and after July 1, 2002, the remaining fifty percent (50%) of the net proceeds of the occupancy tax levied under subsection (a) of Section 2 of this act shall, on a quarterly basis, be remitted to the Cumberland Tourism Development Authority. The Authority shall use the net proceeds remitted to it under this subsection specifically for advertising the auditorium and promoting travel and tourism within the County of Cumberland. These funds shall be budgeted, appropriated, and expended under the auditorium budget through regular county budgeting, appropriation and expenditure methods, however, 180 days prior to the adoption of the annual county budget, in which this tax is first budgeted, an advisory committee, the constitution of which is described herein below, shall be formed to plan and propose areas and items of expenditure for the funds designated under this subsection.~~

~~Sec. 4.1. Distribution and use of additional tax. - Cumberland County shall, on a quarterly basis, remit the net proceeds of the occupancy tax levied under subsection (a) of Section 2 of this act to the Cumberland Tourism Development Authority. The Authority shall use fifty percent (50%) of these net proceeds to promote travel and tourism in Cumberland County and for tourism-related expenditures in Cumberland County. The remaining fifty percent (50%) shall be distributed to the Arts Council of~~

Fayetteville/Cumberland County for arts festivals and other arts events that will draw tourists or other business travelers to the area. The Authority and the Arts Council are encouraged to give favorable consideration to tourism-related expenditures of the Seniors Call to Action Team, Inc. (SCAT) and the Martin Luther King, Jr. Committee.

The following definitions apply in this act:

- (1) Net Proceeds. – Gross proceeds less the cost to the county of administering and collecting the tax, as determined by the finance officer, not to exceed three percent (3%) of the first five hundred thousand dollars (\$500,000) of gross proceeds collected each year and one percent (1%) of the remaining gross receipts collected each year.
- (2) Promote Travel and Tourism. – To advertise or market an area or activity, publish and distribute pamphlets and other materials, conduct market research, or engage in similar promotional activities that attract tourists or business travelers to the area; the term includes administrative expenses incurred in engaging in these activities.
- (3) Tourism-Related Expenditures. – Expenditures that, in the judgment of the Tourism Development Authority, are designed to increase the use of lodging facilities, meeting facilities, and convention facilities in a county by attracting tourists or business travelers to the county. The term includes tourism-related capital expenditures.

~~Sec. 5. This advisory committee shall be constituted of: (a) two representatives nominated by hotels and motels within the county which have in excess of 100 rooms subject to this occupancy tax and appointed by the county board of commissioners; (b) two representatives nominated by hotels and motels within the county which have fewer than 100 rooms subject to this occupancy tax and appointed by the county board of commissioners; (c) the chairman of the Travel and Tourism Committee of the Fayetteville Area Chamber of Commerce, in an ex officio capacity; (d) the County Manager of Cumberland County in an ex officio capacity; and (e) the Auditorium Manager of the Cumberland County Memorial Auditorium, in an ex officio capacity. All members to this advisory committee, whether in an appointed or ex officio capacity, shall have equal rights and privileges. This advisory committee will remain intact from term to term to provide information and advice to the Auditorium Commission for the expenditure of these funds on a continuing basis as the need arises.~~

~~The budget process for these funds shall be as follows: Promotion Plan formulated by the advisory committee and submitted, through the Auditorium Manager, as part of the Auditorium's overall budget to the Auditorium Commission for its review and approval, then to the Cumberland County Board of Commissioners, through the County Manager for its review and adoption.~~

(a) Appointment and Membership of Tourism Development Authority. – When the Cumberland County Board of Commissioners adopts a resolution levying a room occupancy tax under this act, it shall adopt a resolution creating a county Tourism Development Authority, which shall be a public authority under the Local Government Budget and Fiscal Control Act. The resolution shall provide for the membership of the Authority including the members' terms of office and for the filling of vacancies on the Authority. The county board of commissioners shall designate one member of the Authority as chair and shall determine the compensation, if any, to be paid to members of the Authority. All members to the Authority, whether in an appointed or ex officio capacity, shall have equal rights and privileges. The Authority shall be composed of the following members:

- (1) Two representatives nominated by hotels and motels within the county which have in excess of 100 rooms subject to this occupancy tax and appointed by the county board of commissioners.
- (2) Two representatives nominated by hotels and motels within the county which have fewer than 100 rooms subject to this occupancy tax and appointed by the county board of commissioners.

- (3) The President of the Fayetteville Area Chamber of Commerce, in an ex officio capacity.
- (4) The County Manager of Cumberland County, in an ex officio capacity.
- (5) One member of the public who is not affiliated with travel and tourism and who reflects the cultural diversity of the county.

(b) Duties. – The Authority shall expend the net proceeds of the tax levied under this act for the purposes provided in this act. The Authority shall promote travel, tourism, and conventions in the county, sponsor tourist-related events and activities in the county, and finance tourist-related capital projects in the county.

(c) Reports. – The Authority shall report quarterly and at the close of the fiscal year to the county board of commissioners on its receipts and expenditures for the preceding quarter and for the year in such detail as the board may require.

Sec. 6. Chapter 360 of the 1965 Session Laws is amended as follows:

(1) by deleting the word "Treasurer" in the third sentence of Section 1(b)(3) of that act and substituting the words "County Manager"; and

(2) by adding a new sentence at the end of Section 3 of that act to read: "Occupancy tax revenues as authorized in AN ACT TO AUTHORIZE AND IMPLEMENT AN OCCUPANCY TAX IN CUMBERLAND COUNTY may be utilized by the Auditorium Commission, as approved by the board of county commissioners, in aiding and encouraging convention and visitor promotion in Cumberland County."

Sec. 7. This act is effective upon ratification."

SECTION 2. G.S. 153A-155(g), as amended by S.L. 2001-162, S.L. 2001-305, S.L. 2001-321, S.L. 2001-381, S.L. 2001-434, S.L. 2001-439, and S.L. 2001-468, reads as rewritten:

"(g) This section applies only to Anson, ~~Avery~~, Brunswick, Buncombe, Cabarrus, Carteret, Craven, Cumberland, Currituck, Dare, Davie, Granville, Madison, Montgomery, Nash, Pender, Person, Randolph, Richmond, Rowan, Scotland, Stanly, Transylvania, Tyrrell, Vance, and Washington Counties, and to the Township of Averasboro in Harnett County."

SECTION 3. This act is effective when it becomes law.

In the General Assembly read three times and ratified this the 6th day of December, 2001.

s/ Marc Basnight
President Pro Tempore of the Senate

s/ James B. Black
Speaker of the House of Representatives

CITY COUNCIL ACTION MEMO

TO: Mayor and Members of City Council
FROM: Victor Sharpe, Community Development Director
DATE: February 7, 2011
RE: **Community Development's Non-profit Funding Application Process**

THE QUESTION:

What is the Community Development Department's process for non-profit funding?

RELATIONSHIP TO STRATEGIC PLAN:

More Efficient Government - Cost-Effective Service Delivery

BACKGROUND:

- The Community Development Department uses a Request for Proposal and application process for funding of projects by non-profits, and developers (for affordable housing projects).
- The funding cycle occurs annually in preparation of the budget for the department's annual action plan.
- Advertisements for RFPs are placed in the Fayetteville Observer and notification is sent to past sub-recipients and organizations from our non-profit database.
- The Requests For Proposals specifically ask for projects consistent with the City's Consolidated Plan in the areas of Housing, Community Development, Economic Development and Homelessness.
- A Risk Analysis Matrix is used to rate applications/proposals based on the following criteria: Program Complexity, Sub-Recipient Capacity, Recent Problems and Past On-Site Monitoring.
- Recommended projects are forwarded to the Fayetteville Redevelopment Commission as part of the Annual Action Plan, then to City Council for final approval.

ISSUES:

- The funding process is very competitive.
- Projects must meet the goals and objectives outlined in the Consolidated Plan. This information is part of the RFP packet.
- The use of the Risk Analysis Matrix is critical in determining applications that will be recommended for funding.

BUDGET IMPACT:

Non-profits are funded with Community Development Block Grant, HOME Investment Partnership Grants and other HUD grants.

OPTIONS:

- A similar process could be developed for solicitation of Request for Proposals for projects using the City's general fund budget.
- Projects and criteria should be tied to meeting the objectives of the City's Strategic Plan or assist in carrying out any other established objective of the City.

RECOMMENDED ACTION:

Receive item as information.

CITY COUNCIL ACTION MEMO

TO: Mayor and Members of City Council
FROM: Karen M. McDonald, City Attorney
DATE: February 7, 2011
RE: **Revision to the Purchasing Policy for Local Business Support**

THE QUESTION:

Whether Council desires to amend its purchasing policy.

RELATIONSHIP TO STRATEGIC PLAN:

More Efficient City Government – Cost Effective Services Delivery

BACKGROUND:

City Council during its May 2010 work session directed staff to “establish a policy to help our local small business owners to receive a larger percentage of City contracts”. As a result, during your September work session, we discussed the various types of contracts and the state law requirements. In November, the Cumberland County Board of Commissioners revised the language in their purchasing policy. At that time, some Council members expressed interest in considering adoption of the policy adopted by the County. The County’s policy is intended “to encourage the award of more contracts of less than \$30,000.00 to local vendors”. The County’s policy provides a definition for “local vendor or supplier”. Attached is a copy of the revision that was adopted by the Board of Commissioners which was presented to the City Council on January 3, 2011, for consideration. At that time, Council directed staff to return this item to the next work session and that PWC staff be available for questions.

ISSUES:

BUDGET IMPACT:

Provide direction to staff regarding the proposed policy.

OPTIONS:

Is the adoption of the attached policy consistent with Council’s interest of helping local small business owners.

RECOMMENDED ACTION:

1. Direct staff to finalize the proposed policy for adoption.
2. Direct staff to explore other options or policies.

ATTACHMENTS:

County Memo
Amendment for Consideration



COUNTY of CUMBERLAND

Public Information Office

TO: DEPARTMENT HEADS
FROM: SALLY SHUTT, COMMUNICATIONS MANAGER
DATE: NOVEMBER 8, 2010
SUBJECT: PURCHASING POLICY AMENDMENTS

Sally Shutt

The Board of Commissioners approved the following amendments to the Cumberland County Purchasing Procedures Manual on November 1. The updated purchasing procedures are attached. The revisions are highlighted on page 6 and appear below:

Contracts for the provision of services in any amount and all contracts for the purchase of apparatus, materials, supplies and equipment in which the aggregate purchase price in any single contract is less than \$30,000 shall be awarded to local vendors or suppliers, to the greatest extent possible, in accordance with the further conditions set out herein.

Local vendors or suppliers shall be those who demonstrate that they pay business personal or real property taxes and are either self-employed residents of Cumberland County or employ at least one resident of Cumberland County as an employee or officer of the contracting business entity.

CM110810-1

Amendment for Consideration by City Council

Contracts for the provision of services in any amount and all contracts for the purchase of apparatus, materials, supplies and equipment in which the aggregate purchase price in any single contract is less than \$30,000.00 shall be awarded to local vendors or suppliers, to the greatest extent possible, in accordance with the further conditions set out herein. Local vendors or suppliers shall be those who demonstrate that they pay business personal or real property taxes and are either self-employed residents of Cumberland County or employ at least one resident of Cumberland County as an employee or officer of the contracting business entity.

CITY COUNCIL ACTION MEMO

TO: Mayor and Members of City Council
FROM: John Kuhls, Human Resources Development Director
DATE: February 7, 2011
RE: **Equal Employment Opportunity (EEO) Report / Recruitment Process Update**

THE QUESTION:

This is an informational item to share a brief overview of the City's Equal Employment Opportunity (EEO) Report / Recruitment Process

RELATIONSHIP TO STRATEGIC PLAN:

Relates to Goal 3 - More Efficient City Government - Cost-Effective Service Delivery and supporting opportunities for recruiting and retaining a top quality workforce.

BACKGROUND:

Human Resources Development (HRD) works with City Departments to ensure all people have equal opportunity in human resource procedures such as recruitment and selection. Currently the City follows required EEO reporting obligations to complete and file reports in a timely manner.

The City affirms to its employees and to the public, our firm commitment to the policy of fair employment practices based on qualifications and merit. We will do this without regard to race, color, religion, national origin, sex, age, disability or ancestry.

ISSUES:

NA

BUDGET IMPACT:

NA

OPTIONS:

NA

RECOMMENDED ACTION:

To receive this information as an update regarding EEO and Recruiting process followed by the City.

CITY COUNCIL ACTION MEMO

TO: Mayor and Members of Cit Council
FROM: Jeffery P. Brown, PE, Engineering & Infrastructure Director
DATE: February 7, 2011
RE: **Street Paving Selection Process**

THE QUESTION:

Whether Council would like to change the City's current procedure for selecting streets that are included in the annual resurfacing contract.

RELATIONSHIP TO STRATEGIC PLAN:

Growing City, Livable Neighborhoods – A Great Place to Live

BACKGROUND:

- The City completes a pavement condition survey to determine the pavement condition rating (PCR) on all City maintained streets.
- Streets are selected for resurfacing based on this assigned rating.
- A pavement condition survey is scheduled to be completed this fiscal year.
- The last pavement evaluation survey was conducted in 2006.
- The City maintains approximately 724 miles of streets.

ISSUES:

Citizens do not understand the selection process and why their street is not being resurfaced when other streets within the same neighborhood are being resurfaced.

BUDGET IMPACT:

Funding for street resurfacing is included in the City's annual budget as part of the general fund. Approximately \$3.3 million dollars is included in the current fiscal year for resurfacing.

OPTIONS:

- Continue the process of selecting streets based on the pavement condition rating that is calculated in the pavement condition survey.
- Reevaluate the selection process and determine an alternative selection process.

RECOMMENDED ACTION:

Continue the process of selecting streets based on the pavement condition rating that is calculated as part of the pavement condition survey.

CITY COUNCIL ACTION MEMO

TO: Mayor and Members of City Council
FROM: Jeffery P. Brown, PE, Engineering & Infrastructure Director
DATE: February 7, 2011
RE: **Maintenance Standards For Private Streets**

THE QUESTION:

Whether Council is willing to take the necessary actions to bring private streets and/or paths up to a standard acceptable to the City which will ensure emergency vehicular access.

RELATIONSHIP TO STRATEGIC PLAN:

Growing City, Livable Neighborhoods – A Great Place to Live

BACKGROUND:

There are some private streets in the City that are maintained poorly which in turn makes it difficult for emergency vehicles and City crews to access homes located on those streets. Staff has researched what options are available to compel the owners of these private streets to maintain the streets to a passable standard, and will be ready to discuss at this worksession.

ISSUES:

Emergency personnel have a difficult time accessing certain properties due to the condition of the access road to the residence.

BUDGET IMPACT:

- Depending on which model Council uses, the City would have to incur the cost of condemning the property to include attorney fees for condemnation and the actual purchase of the necessary Right of Way to construct the street.
- The City would also have to front the money for construction and only receive a percentage of the cost of construction through assessments to the adjacent property owners, if we use the "soil street" paving model.

OPTIONS:

- Council has the ability to condemn the necessary Right of Way and order the street to be paved at which time the property owners could be assessed for a portion of the cost to construct the street.
- Council has the ability to condemn the necessary Right of Way and then the City could maintain the street.
- Take no action.

RECOMMENDED ACTION:

Take no action at the current time, but provide direction to staff.

CITY COUNCIL ACTION MEMO

TO: Mayor and Members of City Council
FROM: Kristoff Bauer, Assistant City Manager
DATE: February 7, 2011
RE: **UDO Zoning Implementation Process Update**

THE QUESTION:

What is the process that is proposed to review and consider the rezoning required to implement the new zoning classification program embodied in the UDO?

RELATIONSHIP TO STRATEGIC PLAN:

BACKGROUND:

December 13th the City Council approved the UDO with an effective date of the later of July 1 or the conclusion of the process for applying the new zoning classifications to property within the City. The UDO includes a set of zoning classifications that are not consistent with those currently in effect. Applying the new zoning classification will require a process that meets all the legal requirements of a rezoning but that allows groups of properties to be considered in a single action.

ISSUES:

Staff will be presenting the proposed process and schedule for Council consideration.

BUDGET IMPACT:

The City has contracted with Clarion to continue its assistance through the Zoning Map Amendment process. The resources to support this contracted service are coming from salary savings within the Development Services budget. Two planning positions were vacant for over half the fiscal year and one remains unfilled. The director position is also currently vacant.

OPTIONS:

This is for presentation only, questions, suggestions, concerns should be expressed to assist staff in refining the process.

RECOMMENDED ACTION:

No action.

CITY COUNCIL ACTION MEMO

TO: Mayor and Members of City Council
FROM: Michael Gibson, Parks and Recreation Director
DATE: February 7, 2011
RE: **Site Solutions Proposal for Assisting with Bond Package**

THE QUESTION:

- Should Council accept Site Solutions' Proposal for Assisting with Bond Package?

RELATIONSHIP TO STRATEGIC PLAN:

- Listed as a Policy Agenda - Parks & Recreation Master Plan Bond Referendum Planning. This target for action is linked to City goal #2 - Growing City, Livable Neighborhoods - A Great Place to Live.

BACKGROUND:

- The department desires to present an informative bond package that will promote the park expansion and improvements identified in the 2006 Parks and Recreation Master Plan.
- The proposed consultant, Site Solutions, assisted the City in the development of the 2006 Master Plan. They were selected after an open and competitive RFQ process. Staff is proposing to go directly to this firm in this case based on their previous work. That work is the basis for the bond projects proposed and this firm has access to the data generated during the Master Plan process which will make their work here uniquely efficient.
- There are 15 projects identified in the draft bond package. Each project will address 12 elements (operational objectives, user demographics, operational costs, initial fee assumptions, other revenue, operational cost, construction cost, service areas, vicinity maps, prototype plan, staffing and Council districts).

ISSUES:

- Staff recommends the use of Site Solutions due to their ability to quickly and credibly develop critical background information necessary to respond to questions relating to the bond proposal and individual projects. Staff doesn't have the resources or expertise to develop this information without assistance.

BUDGET IMPACT:

- The projected total cost of the contract is \$49,360. This funding will be transferred from line items within the existing P&R budget, predominantly Parks Maintenance which is supported by revenues from both the City and County.

OPTIONS:

- This is for discussion purposes.
- This contract must be approved by Council and staff is proposing to add it to the February 28th regular Council Meeting Agenda for consideration.

RECOMMENDED ACTION:

- No action required - Staff will place the proposed contract for services on the Council's regular agenda for consideration. Council should identify any questions or concerns that should be addressed as part of that consideration of approval.

ATTACHMENTS:

Proposal for Bond Package



February 1, 2011

Karen M. Brady, Business Manager
Fayetteville-Cumberland Parks and Recreation Department
121 Lamon Street
Fayetteville, NC 28301

RE: Proposal for Assisting with Bond Package

Dear Karen:

I enjoyed meeting with you, Michael, and Wayne prior to Christmas to discuss the development of an information package to clarify and identify elements of a future bond campaign for parks. The successful development of a bond package for park expansion and improvements would help the Department meet many of the needs identified in the 2006 Parks and Recreation Master Plan. It would also greatly improve the active and passive recreational opportunities for all citizens.

Based on our meeting and a subsequent review of the information you provided, it appears that there are two levels of information/study that you are requesting. First, there needs to be a Project Definition Phase where each of the projects is reviewed and more clearly defined. A second phase will focus on packaging the information in a document that will provide a Summary Document of the bond package improvements.

PROJECT DEFINITION PHASE

During this phase, each of the 15 capital projects will be studied to address the 12 elements identified in your Bond Proposal Structural Plan. The purpose of this research phase is to further refine the benefits, cost, and impacts of the 15 projects that have initially been identified for the bond package. Developing this body of information on each of the projects will require balance. It is important to understand the cost and benefits of each project; however, a detailed assessment of each project (as developed in the Kirkland Indoor Recreation Facility Plan) will require considerable time and money. This may be more investment that you wish to incur at this early stage of the planning process.

For purposes of this proposal, I have assumed you will want to go through a general investigation of each of the 15 projects; addressing each of the 12 elements listed in the Structural Plan description. Most of the information for these elements can be provided by your staff with some input from Site Solutions. Site Solutions would provide input on construction cost and prototype plans. Please note, I have not assumed detailed assessment or program development in this proposal. We will simply pull information from previous experience. The enclosed spreadsheet defines my assumptions with regard to our involvement in this research/information gathering phase.

An important component of this information gathering process will be two work sessions with Departmental staff. During our initial work session, we will meet with various stakeholders/staff on each of the 15 projects. From these meetings,

2320 W. Morehead St.
Charlotte, NC 28208
Phone: 704.521.9880
Fax: 704.521.8955
sitesolutionspa.com

we will gather information on project scope and program. In addition we will assign responsibilities for gathering information on Structural Plan elements.

A second work session will be held to review all of the information and confirm each project scope/goal. With the number of projects (15) to cover, we have allocated two days for each of these work sessions.

In addition to facilitating these work sessions, we have allocated time to assemble construction cost and prototype information on each of the projects. It should be noted that we have only allocated one or two days' time for each of the 15 projects. While we can provide very valuable background information in this time frame, we do not have time for detailed programming or pricing in this proposal.

SUMMARY DOCUMENT

Once all of the information on the 12 elements of the Structural Plan have been gathered for all 15 projects, Site Solutions will assemble this information in a Bond Package Summary Document. This document will include a written, photographic, and graphic description of each of the 15 projects. In these descriptions, all 12 elements will be addressed for each of the projects (goals, demographics, operation cost, fees, revenue, cost recovery, construction cost, service areas, vicinity maps, prototype plan, staffing, and council districts). Each project will contain a 3-5 page description.

The summary report will be provided in electronic format to allow the Department to print as many copies as needed. In addition we will also provide a PowerPoint presentation for Departmental use.

I have developed a very simple spreadsheet to identify our time and cost to help with these two steps. Unfortunately, the number of projects makes this a pretty significant undertaking. If we spend an average of 16 hours gathering information on each of the 15 projects, that's over 240 man hours pulling together information. Several of the projects will require more than 16 hours. Likewise, if we spend a day and a half producing a 2-3 page summary on each of the projects, that is another 180 hours.

I realize this is probably more than you have envisioned investing in the project. Unfortunately, when you break it down into individual tasks, you realize it is a lot of work. One option may be to have us help you with the Project Research and work with you on a format for the Summary Document. Departmental staff could then produce the document. This scenario would allow you to keep the fee below \$30,000.


Please review my assumptions and spreadsheet. Let me know if I have misunderstood your goals, or overestimated our involvement. We will adjust our time accordingly.

Karen Brady
Proposal for Assisting with Bond Package
February 1, 2011
Page 3

Finally, we can work with you on a time and expense basis on this project. With this arrangement, we may be able to lower the cost if the process goes faster than expected.

Sincerely,

SITE SOLUTIONS

A handwritten signature in black ink, appearing to read "Derek C. Williams", followed by a horizontal line extending to the right.

Derek C. Williams, ASLA
President

CITY COUNCIL ACTION MEMO

TO: Mayor and Members of City Council
FROM: Lisa Smith, Chief Financial Officer
DATE: February 7, 2011
RE: **Revenue and Expenditure Report for Annually Budgeted Funds for the Four-Month Period Ended October 31, 2010 and 2009**

THE QUESTION:

Information Report Only

RELATIONSHIP TO STRATEGIC PLAN:

Core Value: Stewardship

Goal 3: More Efficient City Government - Cost Effective Service Delivery. Objective 1: Greater accountability for performance, results and transparency.

BACKGROUND:

- This report provides cumulative revenue and expenditure information for the City's annually budgeted funds for the four-month period ended October 31, 2010 and 2009. The report consists of two main sections: 1) revenues by major category by fund and 2) expenditures by major category by fund. The expenditure section of the report also provides expenditure data by department for the General Fund.
- The report includes revenue and expenditure data for the current fiscal year (column "FY2011 Actual thru October"), with comparison columns for the current year's budget (column "FY2011 Annual Budget as of October" and "FY2011 Allocated Budget as of October") and revenue and expenditure data through the same period in last fiscal year (column "FY2010 Actual thru October"). The expenditure section of the report also includes a column for "Encumbrances" which represents commitments by the City to obtain items or services or other expenditures for which payments have not yet been made.
- The report also includes a column that calculates the positive or negative variance between the "FY2011 Allocated Budget As of October" column to the "FY2011 Actual thru October" column.
- Revenues and expenditures are generally recorded on a cash basis throughout the year and accounting adjustments are made at year-end to account for revenues and expenditures that need to be recorded back to the fiscal year before it is formally closed.
- Sales taxes include revenues for the four-month period ended October 31, 2010 for the current fiscal year, and for comparative purposes, for the four-month period ended October 31, 2009 for the prior fiscal year in this report.
- Also, quarterly utility taxes are received from the State approximately 75 days after the period to which they apply; therefore, utility tax revenues are included through the quarter ended September 30, 2010 for the current fiscal year, and for comparative purposes, for the quarter ended September 30, 2009 for the prior fiscal year in this report.

ISSUES:

None

BUDGET IMPACT:

Not applicable. Information report only.

OPTIONS:

Not applicable.

RECOMMENDED ACTION:

No action required. Information report only.

ATTACHMENTS:

October 2010 Revenue and Expenditure Report

**General Fund Revenue Report
For the Period Ended
October 31, 2010**

Description	FY2010 Actual thru October	FY2011 Annual Budget As Of October	FY2011 Allocated Budget As Of October *	FY2011 Actual thru October	Allocated Budget Variance Positive / (Negative)
Ad Valorem Taxes					
Current Year Taxes	7,366,213.35	57,288,982.00	7,387,129.02	7,531,456.86	144,327.84
Prior Year Taxes	639,807.55	1,026,000.00	586,429.73	589,846.82	3,417.09
Penalties & Interest	63,179.50	318,000.00	61,744.75	60,013.94	(1,730.81)
Other Taxes					
Vehicle License Tax	202,006.48	619,500.00	198,370.99	204,931.79	6,560.80
Privilege License Tax	903,971.36	1,066,450.00	980,566.27	903,937.24	(76,629.03)
Franchise Fees	-	323,817.00	74,867.08	105,472.66	30,605.58
Vehicle Gross Receipts	111,370.50	464,000.00	108,134.46	130,304.21	22,169.75
Intergovernmental Revenues					
Federal	229,878.15	694,953.00	187,718.43	200,134.34	12,415.91
State					
Sales Taxes	9,813,775.49	30,754,690.00	10,007,536.75	10,279,180.84	271,644.09
Utility Taxes	2,548,362.65	9,850,241.00	2,539,768.00	2,658,181.83	118,413.83
Other	5,181,156.15	6,133,351.00	4,983,910.20	5,028,508.05	44,597.85
Local	617,858.17	4,053,757.00	584,197.45	526,410.35	(57,787.10)
Functional Revenues					
Permits and Fees	624,351.18	1,918,200.00	636,944.70	996,965.39	360,020.69
Property Leases	95,444.11	582,414.00	164,835.08	70,080.57	(94,754.51)
Engineering/Planning Services	91,484.45	373,050.00	91,323.22	101,276.18	9,952.96
Public Safety Services	254,960.90	1,204,574.00	379,613.65	236,780.51	(142,833.14)
Environmental Services	19,738.30	73,293.00	19,273.58	18,974.28	(299.30)
Parks & Recreation Fees	364,514.62	1,094,800.00	335,576.79	370,699.64	35,122.85
Other Fees and Services	29,158.07	90,221.00	30,007.52	15,796.44	(14,211.08)
Other Revenues					
Refunds and Sundry	306,203.59	632,156.00	280,938.85	222,918.03	(58,020.82)
Indirect Cost Allocation	360,985.04	1,157,958.00	373,520.03	370,502.09	(3,017.94)
Special use assessment	59,504.57	170,000.00	51,063.15	102,601.50	51,538.35
Sale of Assets & Materials	68,679.22	180,500.00	56,700.16	108,807.43	52,107.27
Investment Income					
	4,025.46	750,000.00	4,690.35	10,041.71	5,351.36
Other Financing Sources					
Proceeds from Bonds	-	-	-	-	-
Proceeds from Refunding Bonds	8,759,245.50	-	-	-	-
Proceeds from Loans	750,000.00	-	-	-	-
Interfund Transfers	2,896,611.93	10,479,372.00	4,143,219.96	4,143,219.96	-
Capital Leases	-	-	-	-	-
Fund Balance Appropriation					
	-	7,159,107.00	-	-	-
TOTAL	<u>42,362,486.29</u>	<u>138,459,386.00</u>	<u>34,268,080.18</u>	<u>34,987,042.66</u>	<u>718,962.48</u>

* The budget for October is generally allocated based on the annual percentage of revenue received as of October 31, 2009, with the exception of Investment Income, Other Financing Sources and Fund Balance Appropriation.

**Operating Funds Revenue Report
For the Period Ended
October 31, 2010**

Description	FY2010 Actual thru October	FY2011 Annual Budget As Of October	FY2011 Allocated Budget As Of October	FY2011 Actual thru October	Allocated Budget Variance Positive / (Negative)
Parking Fund					
Functional Revenues	93,895.11	329,185.00	99,034.88	108,400.46	9,365.58
Other Revenues	-	-	-	-	-
Investment Income	-	3,000.00	-	-	-
Total	93,895.11	332,185.00	99,034.88	108,400.46	9,365.58
Central Business Tax District Fund					
Ad Valorem Taxes	18,466.84	131,287.00	18,881.51	16,603.76	(2,277.75)
Investment Income	-	840.00	-	-	-
Fund Balance	-	91,181.00	-	-	-
Total	18,466.84	223,308.00	18,881.51	16,603.76	(2,277.75)
Stormwater Fund					
Stormwater Fees	807,256.96	5,099,839.00	805,196.24	1,016,822.83	211,626.59
Intergovernmental	-	-	-	-	-
Other Functional Revenues	-	-	-	-	-
Other Revenues	6,156.25	-	-	-	-
Investment Income	-	66,007.00	-	-	-
Interfund Transfers	-	-	-	-	-
Fund Balance	-	4,685,185.00	-	-	-
Total	813,413.21	9,851,031.00	805,196.24	1,016,822.83	211,626.59
Emergency Telephone System Fund					
Intergovernmental	265,076.49	1,060,306.00	265,076.49	265,076.49	-
Investment Income	-	10,500.00	-	-	-
Interfund Transfers	5,998.48	-	-	-	-
Fund Balance	-	342,894.00	-	-	-
Total	271,074.97	1,413,700.00	265,076.49	265,076.49	-
Risk Management Funds					
Interfund Charges	3,684,774.39	14,022,088.00	4,544,909.69	3,830,555.33	(714,354.36)
Other Revenues	-	-	-	-	-
Employee Contributions	872,487.76	3,304,633.00	1,111,165.49	913,999.72	(197,165.77)
Refunds and Sundry	234,094.59	71,417.00	38,571.44	144,691.66	106,120.22
Investment Income	-	309,000.00	-	-	-
Interfund Transfers	1,921,100.00	-	-	401,000.00	401,000.00
Fund Balance	-	19,409.00	-	-	-
Total	6,712,456.74	17,726,547.00	5,694,646.62	5,290,246.71	(404,399.91)
Transit Fund					
Other Taxes	189,219.51	608,300.00	177,309.49	172,302.19	(5,007.30)
Federal Operating Grant	105,581.00	1,153,128.00	115,348.31	203,985.00	88,636.69
State Operating Grant	-	533,998.00	-	-	-
Bus Fares	201,661.65	679,241.00	193,505.03	284,924.93	91,419.90
Contract Transportation	55,251.75	-	-	-	-
Other Revenue	3,861.79	20,643.00	1,811.65	4,531.17	2,719.52
Interfund Transfers	890,001.32	2,874,099.00	1,233,516.69	903,349.32	(330,167.37)
Total	1,445,577.02	5,869,409.00	1,721,491.16	1,569,092.61	(152,398.55)
Airport Fund					
Intergovernmental Revenues	49,021.20	145,995.00	39,849.92	64,220.20	24,370.28
Property Leases	591,013.57	2,010,100.00	596,280.67	649,085.04	52,804.37
Franchise Fees	314,109.50	998,322.00	283,726.54	382,651.51	98,924.97
Landing Fees	131,873.55	397,685.00	135,156.58	134,851.65	(304.93)
Training Facility Fees	14,500.00	19,850.00	11,421.63	13,950.00	2,528.37
Other Revenues	58,719.15	178,489.00	54,901.89	52,288.72	(2,613.17)
Public Safety Reimbursements	28,099.00	84,297.00	28,099.00	28,099.00	-
Investment Income	-	67,000.00	-	-	-
Interfund Transfers	-	-	-	30,075.55	30,075.55
Fund Balance	-	700,000.00	-	-	-
Total	1,187,335.97	4,601,738.00	1,149,436.22	1,355,221.67	205,785.45
Recycling Fund					
Recycling Fees	314,678.75	2,253,910.00	314,013.73	325,702.11	11,688.38
Intergovernmental	78,110.00	296,130.00	78,112.50	74,501.25	(3,611.25)
Other Revenues	3,157.71	1,400.00	1,087.08	234.75	(852.33)
Investment Income	-	19,000.00	-	-	-
Interfund Transfers	-	-	-	-	-
Total	395,946.46	2,570,440.00	393,213.31	400,438.11	7,224.80

**Operating Funds Revenue Report
For the Period Ended
October 31, 2010**

Description	FY2010 Actual thru October	FY2011 Annual Budget As Of October	FY2011 Allocated Budget As Of October	FY2011 Actual thru October	Allocated Budget Variance Positive / (Negative)
LEOSSA Fund					
Interfund Charges	175,984.68	499,573.00	172,929.12	229,337.30	56,408.18
Investment Income	-	42,000.00	-	-	-
Fund Balance	-	12,537.00	-	-	-
Total	<u>175,984.68</u>	<u>554,110.00</u>	<u>172,929.12</u>	<u>229,337.30</u>	<u>56,408.18</u>
City of Fayetteville Finance Corporation					
Investment Income	368.37	-	-	-	-
Property Leases	245,625.00	1,449,475.00	163,125.00	163,125.00	-
Total	<u>245,993.37</u>	<u>1,449,475.00</u>	<u>163,125.00</u>	<u>163,125.00</u>	<u>-</u>
Vehicle Lease Fund					
Interfund Charges	64,997.43	-	-	-	-
Other Revenue	-	-	-	-	-
Investment Income	-	-	-	-	-
Fund Balance	-	102,215.00	-	-	-
Total	<u>64,997.43</u>	<u>102,215.00</u>	<u>-</u>	<u>-</u>	<u>-</u>

* The budget for October is generally allocated based on the annual percentage of revenue received as of October 31, 2009, with the exception of Interfund Charges, Employee Contributions, Investment Income, Interfund Transfers and Fund Balance.

**General Fund Expenditure Report
For the Period Ended
October 31, 2010**

Description	FY2010 Actual thru October	FY2011 Annual Budget As Of October	FY2011 Allocated Budget As Of October *	FY2011 Actual thru October	Allocated Budget Variance Positive / (Negative)	FY2011 Encumbrances thru October
City Attorney						
Personnel	221,455.28	785,934.00	250,462.05	221,454.62	29,007.43	-
Operating / Contract Services	304,658.47	365,730.00	180,988.27	193,054.02	(12,065.75)	485.00
Capital	-	-	-	-	-	-
Other	68.70	300.00	73.02	207.97	(134.95)	-
Total	526,182.45	1,151,964.00	431,523.34	414,716.61	16,806.73	485.00
City Manager						
Personnel	243,943.95	844,942.00	269,266.77	260,512.66	8,754.11	-
Operating / Contract Services	12,808.91	36,082.00	11,244.84	19,031.84	(7,787.00)	-
Capital	-	-	-	-	-	-
Other	1,268.92	2,500.00	1,497.26	281.14	1,216.12	-
Total	258,021.78	883,524.00	282,008.88	279,825.64	2,183.24	-
Community Development						
Personnel	44,983.40	143,368.00	45,688.62	44,963.93	724.69	-
Operating / Contract Services	157,042.40	799,287.00	271,120.92	135,256.40	135,864.52	725,349.81
Capital	-	-	-	-	-	-
Other	182,335.61	148,641.00	148,641.00	178,735.00	(30,094.00)	-
Total	384,361.41	1,091,296.00	465,450.54	358,955.33	106,495.21	725,349.81
Development Services						
Personnel	876,773.25	2,844,708.00	906,553.73	821,565.96	84,987.77	-
Operating / Contract Services	181,058.16	1,124,034.00	397,788.43	245,349.25	152,439.18	91,100.00
Capital	42,087.42	37,955.00	37,955.00	6,876.28	31,078.72	-
Other	9,267.78	5,821.00	5,821.00	900.70	4,920.30	-
Total	1,109,186.61	4,012,518.00	1,348,118.16	1,074,692.19	273,425.97	91,100.00
Engineering & Infrastructure						
Personnel	1,168,624.38	4,040,549.00	1,287,645.26	1,138,525.40	149,119.86	-
Operating / Contract Services	1,242,526.57	2,551,733.00	1,088,125.85	662,908.89	425,216.96	132,004.70
Capital	2,077.00	441,300.00	441,300.00	-	441,300.00	74,164.07
Other	3,753,836.62	3,843,429.00	3,544,832.34	3,534,518.89	10,313.45	-
Total	6,167,064.57	10,877,011.00	6,361,903.45	5,335,953.18	1,025,950.27	206,168.77
Environmental Services						
Personnel	1,359,938.68	4,592,569.00	1,463,563.42	1,301,348.78	162,214.64	-
Operating / Contract Services	606,468.59	2,012,326.00	625,547.88	685,546.17	(59,998.29)	13,425.50
Capital	356,396.00	1,606,665.00	1,606,665.00	2,735.00	1,603,930.00	54,109.41
Other	196,295.29	447,627.00	140,558.19	162,481.93	(21,823.74)	-
Total	2,519,098.56	8,659,187.00	3,836,334.49	2,152,111.88	1,684,222.61	67,534.91
Finance						
Personnel	380,805.06	1,294,284.00	412,463.42	401,413.56	11,049.86	-
Operating / Contract Services	360,559.37	1,288,709.00	394,961.43	398,521.36	(3,559.93)	516,097.55
Capital	20,200.00	-	-	-	-	-
Other	-	-	-	-	-	-
Total	761,564.43	2,582,993.00	807,424.85	799,934.92	7,489.93	516,097.55
Fire & Emergency Management						
Personnel	5,702,863.44	19,023,244.00	6,062,342.03	5,916,275.98	146,066.05	-
Operating / Contract Services	845,538.79	2,453,760.00	861,934.77	775,446.98	86,487.79	265,849.74
Capital	674,562.00	1,473,042.00	1,473,042.00	510,033.51	963,008.49	254,360.50
Other	240,356.64	225,678.00	92,418.11	132,115.76	(39,697.65)	-
Total	7,463,320.87	23,175,724.00	8,489,736.90	7,333,872.23	1,155,864.67	520,210.24
Human Relations						
Personnel	66,188.99	217,439.00	69,293.63	67,290.80	2,002.83	-
Operating / Contract Services	4,445.78	33,040.00	7,234.60	3,916.89	3,317.71	-
Capital	-	-	-	-	-	-
Other	-	5,200.00	-	-	-	-
Total	70,634.77	255,679.00	76,528.23	71,207.69	5,320.54	-
Human Resource Development						
Personnel	265,835.48	984,569.00	313,763.21	270,744.84	43,018.37	-
Operating / Contract Services	67,471.05	272,295.00	73,462.44	70,421.56	3,040.88	29,606.52
Capital	-	50,000.00	50,000.00	-	50,000.00	-
Other	139.01	750.00	117.67	77.06	40.61	-
Total	333,445.54	1,307,614.00	437,343.32	341,243.46	96,099.86	29,606.52
Information Technology						
Personnel	346,594.49	1,361,461.00	433,871.44	412,546.06	21,325.38	14,823.50
Operating / Contract Services	521,368.59	1,550,143.00	848,043.97	644,553.35	203,490.62	62,642.00
Capital	50,660.00	344,597.00	344,597.00	64,540.08	280,056.92	-
Other	288,685.39	283,500.00	196,637.56	283,500.00	(86,862.44)	-
Total	1,207,308.47	3,539,701.00	1,823,149.97	1,405,139.49	418,010.48	77,465.50

**General Fund Expenditure Report
For the Period Ended
October 31, 2010**

Description	FY2010 Actual thru October	FY2011 Annual Budget As Of October	FY2011 Allocated Budget As Of October *	FY2011 Actual thru October	Allocated Budget Variance Positive / (Negative)	FY2011 Encumbrances thru October
Management Services						
Personnel	159,850.88	594,164.00	189,348.64	150,174.65	39,173.99	-
Operating / Contract Services	67,792.04	212,666.00	69,080.30	51,468.99	17,611.31	31,979.00
Capital	-	-	-	-	-	-
Other	(10,885.24)	(36,500.00)	(9,671.53)	(10,602.16)	930.63	4,372.48
Total	216,757.68	770,330.00	248,757.41	191,041.48	57,715.93	36,351.48
Mayor & Council						
Personnel	89,591.00	320,833.00	102,179.57	80,203.50	21,976.07	-
Operating / Contract Services	321,148.76	237,382.00	190,834.46	118,440.94	72,393.52	34,730.41
Capital	-	-	-	-	-	-
Other	960.85	2,600.00	1,264.35	730.67	533.88	-
Total	405,700.61	560,815.00	294,278.38	199,375.11	94,903.27	34,730.41
Other Appropriations						
Personnel	24,506.74	32,368.00	10,315.06	6,026.68	4,288.38	-
Operating / Contract Services	143,153.45	10,223,932.00	179,876.80	347,877.45	(168,000.65)	5,562,273.15
Capital	-	-	-	-	-	-
Other	10,658,409.30	10,077,025.00	2,657,334.08	2,344,094.44	313,239.64	116,187.50
Total	10,826,069.49	20,333,325.00	2,847,525.94	2,697,998.57	149,527.37	5,678,460.65
Parks, Recreation & Maintenance						
Personnel	2,883,863.43	9,021,262.00	2,874,902.71	2,821,791.55	53,111.16	-
Operating / Contract Services	1,848,346.20	5,334,738.00	1,995,799.03	1,956,796.01	39,003.02	187,050.63
Capital	62,816.00	812,139.00	812,139.00	177,593.54	634,555.46	-
Other	338,088.64	737,582.00	441,335.14	321,610.19	119,724.95	-
Total	5,133,114.27	15,905,721.00	6,124,175.88	5,277,781.29	846,394.59	187,050.63
Police						
Personnel	10,702,739.40	35,688,321.00	11,373,181.59	10,476,354.50	896,827.09	-
Operating / Contract Services	1,582,537.54	4,703,078.00	1,627,706.08	1,724,995.25	(97,289.17)	110,624.35
Capital	584,398.90	2,456,705.00	2,456,705.00	954,196.09	1,502,508.91	-
Other	343,273.58	504,080.00	174,257.39	40,399.52	133,857.87	-
Total	13,212,949.42	43,352,184.00	15,631,850.06	13,195,945.36	2,435,904.70	110,624.35
Total General Fund						
Personnel	24,532,557.85	81,789,815.00	26,064,841.16	24,391,193.47	1,673,647.69	14,823.50
Operating / Contract Services	8,266,924.67	33,198,935.00	8,823,750.06	8,033,585.35	790,164.71	7,763,218.36
Capital	1,793,197.32	7,222,403.00	7,222,403.00	1,715,964.50	5,506,438.50	382,633.98
Other	16,002,101.09	16,248,233.00	7,395,115.57	6,989,051.11	406,064.46	120,559.98
Total	50,594,780.93	138,459,386.00	49,506,109.79	41,129,794.43	8,376,315.36	8,281,235.82

* The personnel budget for October is allocated based on the number of pay periods which have occurred through that date. Capital is allocated at 100%. Operating, Contract Services and Other are generally allocated based on the annual percentage of expenditures as of October 31, 2009.

**Operating Funds Expenditure Report
For the Period Ended
October 31, 2010**

Description	FY2010 Actual thru October	FY2011 Annual Budget As Of October	FY2011 Allocated Budget As Of October *	FY2011 Actual thru October	Allocated Budget Variance Positive / (Negative)	FY2011 Encumbrances thru October
Parking Fund						
Personnel	-	-	-	-	-	-
Operating / Contract Services	109,147.11	314,929.00	120,306.89	143,912.45	(23,605.56)	100,518.01
Capital	-	-	-	-	-	-
Other	-	17,256.00	17,256.00	-	17,256.00	-
Total	109,147.11	332,185.00	137,562.89	143,912.45	(6,349.56)	100,518.01
Central Business Tax District Fund						
Personnel	-	-	-	-	-	-
Operating / Contract Services	50,000.00	67,384.00	57,982.62	25,000.00	32,982.62	-
Capital	-	75,830.00	75,830.00	-	75,830.00	-
Other	50,000.00	80,094.00	53,396.00	50,000.00	3,396.00	-
Total	100,000.00	223,308.00	187,208.62	75,000.00	112,208.62	-
Stormwater Fund						
Personnel	482,256.28	1,487,735.00	474,112.53	431,546.33	42,566.20	-
Operating / Contract Services	317,896.03	2,652,365.00	792,151.28	659,187.04	132,964.24	87,097.05
Capital	551,554.95	5,411,662.00	5,411,662.00	218,169.99	5,193,492.01	379,987.32
Other	112,390.86	299,269.00	154,385.04	40,814.48	113,570.56	-
Total	1,464,098.12	9,851,031.00	6,832,310.86	1,349,717.84	5,482,593.02	467,084.37
Emergency Telephone System Fund						
Personnel	17,339.66	54,964.00	17,515.97	17,318.87	197.10	-
Operating / Contract Services	246,936.70	680,264.00	276,799.93	191,337.29	85,462.64	-
Capital	183,929.88	592,561.00	592,561.00	154,691.49	437,869.51	253.79
Other	-	85,911.00	85,911.00	-	85,911.00	-
Total	448,206.24	1,413,700.00	972,787.90	363,347.65	609,440.25	253.79
Risk Management Funds						
Personnel	127,475.13	384,989.00	122,688.59	108,082.39	14,606.20	-
Operating / Contract Services	4,922,815.85	17,329,621.00	6,358,539.25	4,525,671.42	1,832,867.83	1,017,898.64
Capital	-	8,000.00	8,000.00	-	8,000.00	-
Other	2,576,434.60	3,937.00	3,937.00	-	3,937.00	-
Total	7,626,725.58	17,726,547.00	6,493,164.84	4,633,753.81	1,859,411.03	1,017,898.64
Transit Fund						
Personnel	973,001.65	3,663,180.00	1,167,385.02	1,115,251.54	52,133.48	-
Operating / Contract Services	398,241.57	1,690,822.00	470,655.07	499,247.34	(28,592.27)	147,188.29
Capital	-	-	-	-	-	-
Other	134,573.68	515,407.00	155,297.10	181,617.95	(26,320.85)	-
Total	1,505,816.90	5,869,409.00	1,793,337.19	1,796,116.83	(2,779.64)	147,188.29
Airport Fund						
Personnel	356,912.20	1,296,137.00	413,053.94	359,922.00	53,131.94	-
Operating / Contract Services	312,649.88	1,452,110.00	352,611.89	345,996.20	6,615.69	64,145.00
Capital	48,095.00	265,895.00	265,895.00	113,299.90	152,595.10	7,711.80
Other	398,939.98	1,587,596.00	1,196,587.42	844,628.68	351,958.74	-
Total	1,116,597.06	4,601,738.00	2,228,148.25	1,663,846.78	564,301.47	71,856.80
Recycling Fund						
Personnel	-	-	-	-	-	-
Operating / Contract Services	624,983.84	1,988,810.00	655,876.10	479,093.00	176,783.10	943,987.20
Capital	-	55,000.00	55,000.00	-	55,000.00	-
Other	-	526,630.00	175,543.33	148,893.66	26,649.67	-
Total	624,983.84	2,570,440.00	886,419.43	627,986.66	258,432.77	943,987.20
LEOSSA Fund						
Personnel	147,821.26	554,110.00	176,584.20	156,360.18	20,224.02	-
Operating / Contract Services	-	-	-	-	-	-
Capital	-	-	-	-	-	-
Other	-	-	-	-	-	-
Total	147,821.26	554,110.00	176,584.20	156,360.18	20,224.02	-

**Operating Funds Expenditure Report
For the Period Ended
October 31, 2010**

Description	FY2010 Actual thru October	FY2011 Annual Budget As Of October	FY2011 Allocated Budget As Of October *	FY2011 Actual thru October	Allocated Budget Variance Positive / (Negative)	FY2011 Encumbrances thru October
City of Fayetteville Finance Corporation						
Personnel	-	-	-	-	-	-
Operating / Contract Services	-	-	-	-	-	-
Capital	-	-	-	-	-	-
Other	247,285.00	1,449,475.00	163,125.00	163,125.00	-	-
Total	<u>247,285.00</u>	<u>1,449,475.00</u>	<u>163,125.00</u>	<u>163,125.00</u>	<u>-</u>	<u>-</u>
Vehicle Lease Fund						
Personnel	-	-	-	-	-	-
Operating / Contract Services	44,059.04	12.00	3.49	12.00	(8.51)	-
Capital	-	102,203.00	102,203.00	102,202.78	0.22	-
Other	-	-	-	-	-	-
Total	<u>44,059.04</u>	<u>102,215.00</u>	<u>102,206.49</u>	<u>102,214.78</u>	<u>(8.29)</u>	<u>-</u>

* The personnel budget for October is allocated based on the number of pay periods which have occurred through that date. Capital is allocated at 100%. Operating, Contract Services and Other are generally allocated based on the annual percentage of expenditures as of October 31, 2009.

CITY COUNCIL ACTION MEMO

TO: Mayor and Members of City Council
FROM: Applicable City Council Member(s)
DATE: February 7, 2011
RE: City Council Request(s): (In order of receipt date)

(a) Council Member Mohn - Revise Council Policy 115-11 "Replacing A Vacancy on the City Council"

(b) Mayor Chavonne - Request to Study a Reduction in Sewer Extension Schedule for Phase V Annexation Areas

(c) Mayor Chavonne - Request to Study a Reduction in the 8% Interest Rate for Sewer Assessments

THE QUESTION:

As stated on attached City Council Agenda Item Request Form(s)

RELATIONSHIP TO STRATEGIC PLAN:

As stated on attached City Council Agenda Item Request Form(s)

BACKGROUND:

NA

ISSUES:

NA

BUDGET IMPACT:

NA

OPTIONS:

NA

RECOMMENDED ACTION:

As stated on attached City Council Agenda Item Request Form(s)

ATTACHMENTS:

(a) Council Member Mohn - Revise Council Policy 115-11 Replacing A Vacancy on the City Council

(b) Mayor Chavonne - Request to Study a Reduction in Sewer Extension Schedule for Phase V Annexation Areas

(c) Mayor Chavonne - Request to Study a Reduction in the 8% Interest Rate for Sewer Assessments

**City Council Agenda
Item Request**

Date of Request: 20 January 2011

Name of Requester: Council Member Ted Mohn - District 8

Agenda Item Title: Revise Council Policy 115-11 "Replacing A Vacancy on the City Council"

What do you want to accomplish with this item?

Update Council Policy 115-11 - "Replacing a Vacancy on the City Council" as the current policy simply identifies a time-frame for a replacement decision by council but is totally void of procedural steps needed to reach a decision.

Provide future city councils, Citizens and city staff a procedural outline when it becomes necessary to replace a vacancy on the City Council.

How does this item connect to the City's Strategic Plan?

More Efficient City Government.

Partnership of Citizens.

Comments:

Unnecessary city staff time was spent on Council Policy 115-11 in late 2010 as council went back and fourth trying to determine which procedure to use in selecting Council Member Meredith's replacement.

Citizens across our entire city had no clue of the replacement process and council members had no clue of the replacement process as there is no process/procedure identified in Council Policy 115-11.



**City Council Agenda
Item Request**

Date of Request: January 31, 2011

Name of Requester: Tony Chavonne

Agenda Item Title: Request to Study a Reduction In Sewer Extension Schedule for Phase V Area

What do you want to accomplish with this item?

Increase the current 500 homes per year schedule and reduce the remaining years in the sewer extension schedule.

How does this item connect to the City's Strategic Plan?

Comments:

We have several years experience in retrofitting sewer in Phase V. In addition construction costs are lower than expected. We should explore moving more aggressively to shorten the period of time needed to complete all sewer extensions in Phase V.



City Council Agenda Item Request

Date of Request: January 31, 2011

Name of Requester: Tony Chavonne

Agenda Item Title: Request to Study a Reduction in the 8% Interest Rate for Sewer Assessments

What do you want to accomplish with this item?

Reduce the 8% interest rate to a level that better reflects current actual interest rates available in the today's market.

How does this item connect to the City's Strategic Plan?

Comments:

8% is the maximum interest rate allowable by law. In light of the low interest rate environment we find ourselves in we should explore reducing the rate to better reflect today's interest rate climate.

CC-101 (3/07)